

**FINKELSTEIN MEMORIAL LIBRARY  
BOARD OF TRUSTEES  
REGULAR MEETING MAY 27, 2026**

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**FINKELSTEIN MEMORIAL LIBRARY  
24 Chestnut Street  
Spring Valley, NY 10977**

**Proposed Agenda**

**Regular Meeting May 27, 2026**

**Location:** Board Room, Finkelstein Memorial Library

**Teleconference Link:**

**<https://us06web.zoom.us/j/84051078180?pwd=SyXyDvp1mKZ1gWcmrg4ecYp8iFedhf.1>**

**Meeting led by: President**

**Minutes taken by: To be determined**

**Timekeeper: To be determined**

- I. Confirmation of quorum, attendance, noting excused and unexcused absences
- II. Meeting called to order
- III. Pledge of Allegiance
- IV. Welcome and recognition of guests
- V. Approval and/or modification of the Agenda
- VI. Minutes of the Public Hearing of April 29, 2026
- VII. Minutes of the Regular Meeting of April 29, 2026
- VIII. Minutes of the Special Meeting of May 12, 2026
- IX. Minutes of the Second Special Meeting of May 12, 2026
- X. Minutes of the Special Meeting of May 13, 2026
- XI. Bill List for May 27, 2026
- XII. April 2026 Payroll Journals
- XIII. Financial Statement for March 2026
- XIV. Financial Summary for May 2026
- XV. Treasurer Report
- XVI. Library Statistical Report for April 2026

XVIII. Union Representative Report

XIX. Public Comment

XX. Correspondence Received

XXI. Committee Report:

Budget and Finance: Esther Waldman, Vice President, Chair:

Personnel: Darnett Davis, President, Chair: 4/21/2026

Advocacy and Fundraising: Yehudis Gottesfeld, Secretary, Chair:

By-Laws and Policy: Esther Waldman, Vice President, Chair: 5/15/2026

1. Approve Proposed Resolution 1. Instructing the attorney, Director, and Board, as to how to communicate with the attorney.
2. Procurement Policy, review response from Attorney
3. Approve Proposed Resolution 2, eliminating remote work effective June 30, 2026
4. Approve the Gifts and Donation Policy
5. Approve Security Camera Policy
6. Approve ACH Policy
7. Review the new proposed edits to the Personnel Policy Manual (including PFML)
8. Social Media Policy Draft

Strategic Planning: Joan Soskin, Chair:

Buildings and Grounds: Yossi Rubinstein, Chair:

XXII. New Business:

1. Approve appointment of Efrain Pinzon, Custodian I (PT), Buildings & Grounds Department, effective Monday, April 27, 2026.
2. Approval of the 2025 Annual Report
3. Approval to discontinue 15 computers from RCLS support
4. Budget Vote Procedures document
5. Election of a new Board Secretary

XXIII. Unfinished Business

1. Approve appointment of Randy Peralta, Clerk-Typist (Substitute), IT Department, effective, Wednesday, March 25, 2026.
2. Approve appointment of Zionna Hosty, Page (Substitute), Youth Services Department, effective, Wednesday, March 25, 2026.
3. Approve appointment of Juliana Munoz, Librarian I, Youth Services Department, effective Wednesday, April 15, 2026.
4. 3<sup>rd</sup> Floor wall quote
5. Maker Space window
6. Retirement Incentive
7. January, February, March 2026 Payroll Journals
8. Minutes of the Special Meeting of January 7, 2026

- 9. Minutes of the Regular Meeting of February 25, 2026
- 10. Minutes of the Special Meeting of March 17, 2026
- 11. Minutes of the Regular Meeting of March 25, 2026
- 12. Minutes of the Special Meeting of April 20, 2026
- 13. Minutes of the Special Meeting of April 21, 2026

XXIV. Adjournment

**THE NEXT REGULAR MEETING OF THE BOARD OF TRUSTEES WILL BE HELD ON  
WEDNESDAY, JUNE 24, 2026**

**FINKELSTEIN MEMORIAL LIBRARY  
BOARD OF TRUSTEES  
PUBLIC HEARING/APRIL 29, 2026  
UNOFFICIAL DRAFTED MINUTES**

The Public Hearing (hybrid) for the Library’s 2026/2027 budget was called to order at 6:35p.m. The meeting was recorded in accordance with law.

**Members Present:**

Ms. Darnett Davis, President, Ms. Esther Waldman, Vice President, Mr. Yossi Rubinstein, Mr. James Johnson (arrived at 6:34 p.m.), Ms. Joan Soskin, Ms. Oluwaseyi Banjo, and Ms. Yehudis Gottesfeld (arrived at 6:47 p.m.)

**Administrators Present:**

Laura Wolven, Library Director; Beth Zambito, Assistant Library Director ; Andrew Koblick, Business Manager; Leiah Levine, Library Clerk.

**Others Present via Zoom:**

44 zoom members were present including Stephanie Cole Adams (Library Attorney), and Nathan Feist, Paralegal.

**Others Present in person:**

Mendy Glick, Library Treasurer (arrived at 6:34 p.m.),Marie Antoine (running candidate), Moshe Dear (running candidate),Grace Riario (Executive Director of the Ramapo Catskill Library System), John Ninivaggi (staff), Emil Loiseau (staff),Steven Rousseau (staff), Chaim Reisels (patron), Yisroel Rose (patron), Abraham Weiss (patron), Joseph Knopfler (patron), Monsey Scoop.

The Pledge of Allegiance was recited.

Ms. Davis delivered a welcome and acknowledgment opening to the presentation. Ms. Davis gave a brief introduction to the proposed Library budget of a 4.5% Tax Levy, of a \$9,831,722 proposed budget. Ms. Davis then transferred the presentation to Mr. Koblick. Mr. Koblick then gave a Power Point presentation outlining the Library budget for the 2026/2027 fiscal year. . Ms. Soskin has submitted a petition for re-election as trustee for a 5-year term beginning July 1, 2026, and gave a brief biographical presentation to staff and patrons. Mr. Moshe Dear, Ms. Marie Antoine, and Mr. Ariel Dahan, have submitted petitions to run as trustees for a 5-year term beginning July 1, 2026. Ms. Marie Antoine and Mr. Moshe Dear presented themselves to the board, and gave a brief biographical presentation to staff and patrons as candidates for trustee positions.

Respectfully submitted.

Leiah Levine  
Clerk to the Board of Trustees

Darnett Davis  
Board President

**FINKELSTEIN MEMORIAL LIBRARY  
BOARD OF TRUSTEES  
REGULAR MEETING/APRIL 29, 2026  
UNOFFICIAL DRAFTED MINUTES**

The regular monthly meeting of the Board of Trustees was held both in person and by video conference on Wednesday, February 25, 2026. The meeting was recorded in accordance with law.

Ms. Darnett Davis, President called the meeting to order at 7:22 p.m. with the following members present: Ms. Esther Waldman, Vice President, Ms. Yehudis Gottesfeld, Mr. James Johnson, Ms. Joan Soskin, Mr. Yossi Rubinstein and Ms. Oluwasey Banjo.

**Administrative Personnel:**

Ms. Laura Wolven, Library Director, Ms. Beth Zambito, Assistant Director, Mr. Andrew Koblick, Business Manager, Ms. Leiah Levine, Library Clerk.

**Others Present in person:**

Mendy Glick (Library Treasurer), Grace Riario (Executive Director of the Ramapo Catskill Library System)

**Others Present via zoom:**

24 Zoom Members Present including, Stephanie Cole Adams (Library Attorney), and Nathan Feist, Paralegal.

**A motion was made by Ms. Davis, seconded by Mr. Johnson and carried to amend the minutes that two guests, the attorney and the executive director of RCLS, are expected and invited to comment and respond and participate in the meeting throughout.**

A motion was made by Ms. Davis to move into executive session. Suggestion from the Attorney on reasons to move into executive session, personnel matters and, active litigation.

Ms. Waldman commented that there were many members of the public attending the meeting, and to consider moving executive session later in the meeting, so when people leave, they can leave for the night.

**A motion was made by Ms. Waldman, seconded by Ms. Gottesfeld and carried to move executive session to the end of the meeting, or 8:45 p.m. whichever comes first.**

**A motion was made by Ms. Waldman, seconded by Ms. Gottesfeld and carried unanimously whereas accurate minutes are important to be accurate, the board is asking the Clerk to the Board to revisit the minutes of the special meeting of January 7<sup>th</sup>, the regular meeting of February 25<sup>th</sup>, the Special Meeting of February 25<sup>th</sup>, and the Special Meeting of March 17<sup>th</sup>. Considering the corrections submitted to her, and bringing corrected drafts to the board a week before the next meeting.**

**A motion was made by Ms. Waldman, seconded by Ms. Gottesfeld and carried unanimously to have the Clerk to the Board add the regular minutes March 25<sup>th</sup>, the minutes of the special meeting of April 20<sup>th</sup>, and the minutes of the special meeting of April 21<sup>st</sup> to check them for clarity and add them to the packet that's sent to the board a week ahead.**

A Poll Watcher was discussed. The Election was discussed regarding challenges.

A motion was made by Ms. Waldman, seconded by Ms. Gottesfeld to have the Library share the Library election procedure documents with the whole board. Three votes yes, Motion was withdrawn, and Ms. Wolven complied with the request during the meeting and sent the documents.

Directors Report was presented.- Ms. Waldman commented on the budget presentation portion of the report. If the budget fails, the library will need to be closed on weekends over the summer, and if there was any consideration made to the summer versus foot traffic.

A motion was made by Ms. Waldman if the budget fails the director supply door counter statistics. Motion withdrawn, question asked for clarity, is there some kind of statistics that the library has access to that would give us a picture of how heavily the library is used on Sundays throughout the year.

A motion was made by Ms. Waldman, seconded by Mr. Rubinstein and carried unanimously to have the director look into what statistics she can provide to the board to help inform that decision.

#### Union Report:

Ms. Daley commented that the Union members understand budget cuts if the budget does not pass. Ms. Daley also commented on the Civil Service matter regarding a Union Member.

A motion was made by Ms. Waldman that the board president and director speak and send Ms. Daley a response before the next board meeting. Ms. Gottesfeld amended the motion to have a personnel committee meeting to invite Ms. Daley, Motion amended by Ms. Waldman, whereas the union president has stated that she has not heard back from the board on the matter regarding a Union employee, to have a personnel committee meeting discuss this matter and propose action for the May regular meeting. Ms. Davis accepted the motion to second, and then amend that motion to invite the library attorney to the personnel meeting with the union representatives. – Ms. Waldman clarified the meeting will last no longer than 1 hour.  
Motion, and amended motion carried.

Treasurer Report- presented by Mr. Glick, Mr. Koblick also gave a report regarding bank reconciliation and deposits cleared.

A motion was made by Ms. Waldman, seconded by Ms. Gottesfeld and carried **whereas to review matters in the next Finance Committee meeting and bring a report to the board.**

Ms. Waldman addressed to Ms. Cole Adams do the minutes need to reflect abstentions, Ayes and nays?  
Ms. Cole Adams noted that recusals, abstentions should be noted.

The March 25, 2026 Bill List was discussed.

A motion was made by Ms. Waldman ,seconded by Mr. Rubinstein and carried to have the director or business manager check the cover sheet, to confirm whether or not the bill is for March 25th, 2026, was signed and approved by the board, and before the next board meeting, and to table this item until the next board meeting.

A motion was made by Ms. Waldman, seconded by Ms. Gottesfeld and carried to have the project tracker from Ms. Adam's invoice shared with the whole board, so that the board is aware of what they are spending for \$6,600 by the 6<sup>th</sup> of May.

A motion was made by Ms. Waldman, seconded by Ms. Gottefeld and carried to bring that matter, the matter of how to instruct the attorney, to the Bylaws and Policy Committee meeting.

A motion was made by Ms. Waldman, seconded by Ms. Gottesfeld to approve the bill list for April 29, 2026.

Mr. Rubinstein abstained.

**Public Comment:**

Ms. Riario commented on Election Procedures and not policy. If it is a procedure, it does not need to come before approval.

Ms. Cole Adams commented on policy and procedures lends itself to the trust and faith in the process, and you do have ultimate oversight, so looking at a short policy, of the commitment to be clear, transparent, reliable election procedures. The Library is a School District Public Library; there are certain things not left up to the board discretion. It would be appropriate for the policy committee to look over, with recommendation from the policy committee to the full board.

Ms. Cole Adams does urge you to look at your general procedures for the library's annual budget vote and trustee election, which includes the appointment of a chair for the election, And 13 to 16 election inspectors. So, just the points that you are raising, the library actually has a procedure for this, and I think if you abide by your established procedures.- Ms. Waldman requested documents be shared with the Board. Ms. Cole Adams continued that the item for the conduct of the election on an annual basis is \$16,000 for the entire proceeding.

Ms. Riario commented regarding the minimum standard in the Library. There are 14 minimum standards that the Library needs to have requiring a certain number of hours a week the library needs to be open depending on their population. This does not count Sundays and Holidays.

Ms. Cole Adams made a point of order for the board using motions, because the board only works as a unit. That the board has issued a very clear, defined instruction with a deadline, right, to bring back that information, if that is what the board would like to see.

Ms. Cole Adams mention that the board using this method of, you know, not only hearing, you know, what your union president is saying, but actually identifying an action item, right? A concrete thing, putting a deadline on it, and confirming in your public minutes you are going to have this meeting. This is exactly how you move forward as a group.

Ms. Cole Adams responded to the motion of the project tracker, the standing instruction is that her office gets instructions from the secretary, the president, and the director, and once she is given instructions, or if the board passes a resolution to the contrary, for the attorney to do it this way. This is a great way to make the tracker available.

A motion was made by Ms. Waldman, seconded by Ms. Davis and carried to move a million dollars from NYCLASS into the general fund of M&T as close to the date needed as possible.

A motion was made by Ms. Waldman, seconded by Ms. Gottesfeld and carried to go with the cheaper insurance plan which is up for renewal for the Library.

A special meeting was discussed for May 12.

**Minutes/Regular Meeting of April 29, 2026**

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A motion was made by Ms. Waldman, seconded by Mr. Rubinstein and carried to enter executive session to discuss personnel matter related to a specific employee, and to get legal advice from the attorney.

The Board moved into executive session at 8:52 p.m.

Clerk to the Board was removed from this session, minutes not recorded for motion to come out of executive session and action motion on adjournment.

**THE NEXT REGULAR MONTHLY MEETING OF THE BOARD OF TRUSTEES WILL BE HELD ON  
WEDNESDAY, MAY 27, 2026.**

Respectfully submitted.

Leiah Levine  
Clerk to the Board of Trustees

Darnett Davis  
Board President

FINKELSTEIN MEMORIAL LIBRARY  
BOARD OF TRUSTEES  
SPECIAL MEETING/MAY 12, 2026  
MINUTES

The special meeting of the Board of Trustees was held in-person on Tuesday, May 12, 2026. The meeting was recorded in accordance with law.

Ms. Darnett Davis, President, called the meeting to order at 10:38 a.m. with the following members present: Ms. Esther Waldman, Vice President, Ms. Joan Soskin, Mr. Yossi Rubinsten, Mr. James Johnson, and Ms. Oluwaseyi Banjo (trustee as of March 17, 2026)

**Board Members excused:**

Ms. Yehudis Gottesfeld

**Administrative Personnel:**

Ms. Laura Wolven, Library Director

**Others Present:**

Baruch Schwartz, Chaim (full name not provided)

**Others Present via Zoom:**

Nathan Feist, Paralegal from the office of Stephanie Cole Adams

The Pledge of Allegiance was recited.

A **motion** was made by Ms. Waldman, seconded by Mr. Rubenstein, and carried to **have the Library Director contact the attorney to clarify why the filer of the FOIL must recuse themselves from the vote, but the trustee whose term was in question was allowed to cast the deciding vote and request the answer before the next board meeting.** Ms. Davis and Ms. Banjo voted no.

Ms. Davis read a FOIL submitted to the library, the appeal, and related documents. Ms. Davis read the resolution to deny the appeal on the grounds that the library was still working on the original FOIL and expected to provide an answer by June 9. Mr. Rubenstein requested to fix the date on the resolution to read May 12.

A **motion** was made by Ms. Davis, seconded by Mr. Johnson, and carried to **pass the resolution denying the appeal.** Mr. Rubenstein voted no.

Darnett Davis, President	VOTING Yes
James Johnson	VOTING Yes
Joan Soskin	VOTING Yes
Yossi Rubinsten	VOTING No
Oluwaseyi Banjo	VOTING Yes

Motion carries with 4 votes Yes, 1 vote No.

**Minutes/Regular Meeting of May 12, 2026**

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A **motion** was made by Ms. Davis, seconded by Mr. Johnson, and carried to **adjourn the special meeting**.

The meeting of the board of trustees was adjourned at 11:20 a.m.

**The next regular board meeting at the library will be held on Wednesday May 27, 2025 at 6:30pm**

Respectfully submitted.

Laura Wolven  
Director

Darnett Davis  
Board President

**FINKELSTEIN MEMORIAL LIBRARY  
BOARD OF TRUSTEES  
SECOND SPECIAL MEETING/MAY 12, 2026  
MINUTES**

The second special meeting of the Board of Trustees was held in-person on Tuesday, May 12, 2026. The meeting was called by written request of Ms. Esther Waldman, Ms. Joan Soskin, Mr. James Johnson and Mr. Yossi Rubenstein. The meeting was recorded in accordance with law.

Ms. Esther Waldman, Vice President, called the meeting to order at 11:28 a.m. with the following members present: Ms. Joan Soskin, Mr. Yossi Rubinsten, and Mr. James Johnson.

**Board Members Excused:**

Ms. Darnett Davis, Ms. Yehudis Gottesfeld and Ms. Oluwaseyi Banjo were due to the short notice.

**Administrative Personnel:**

Ms. Laura Wolven, Library Director

The Pledge of Allegiance was recited.

A **motion** was made by Ms. Waldman, seconded by Mr. Rubenstein, and carried to **approve the Library’s Director’s and Officer’s Insurance Renewal.**

A **motion** was made by Ms. Waldman, seconded by Mr. Rubenstein, and carried to **adjourn the meeting.**

The meeting of the board of trustees was adjourned at 11:30 a.m.

**The next regular board meeting at the library will be held on Wednesday May 27, 2025 at 6:30pm**

Respectfully submitted.

Laura Wolven  
Director

Darnett Davis  
Board President

**FINKELSTEIN MEMORIAL LIBRARY  
BOARD OF TRUSTEES  
SPECIAL MEETING/MAY 13, 2026  
MINUTES**

The special meeting of the Board of Trustees was held both in person and by video conference on Wednesday, May 13, 2026. The meeting was recorded in accordance with law.

Ms. Darnett Davis, President called the meeting to order at 4:38 p.m. with the following members present:

Ms. Esther Waldman, Vice President, Mr. Yossi Rubinstein, Ms. Oluwaseyi Banjo, Ms. Joan Soskin

**Board Members excused:**

Ms. Yehudis Gottesfeld, Mr. James Johnson

**Administrative Personnel:**

Ms. Laura Wolven, Library Director, Mr. Andrew Koblick, Business Manager

**Present:**

John Ninivaggi, Security Staff

A **motion** was made by Ms. Soskin, seconded by Mr. Rubinstein and carried to **approve the agenda**.

Ms. Davis announced the result of the Library Trustee Election, electing Ariel Dahan as the new Trustee of the Board, and thanking Ms. Soskin for her services.

**RESOLUTIONS:**

A **motion** was made by Ms. Waldman, seconded by Mr. Rubinsten and carried to **approve the resolution, whereas on May 12<sup>th</sup>, 2026, the vote for the 4.5% tax increase was voted down with 519 votes no and 317 votes yes, and whereas the Board of Trustees and the Finkelstein Memorial Library respects the voice of the public. Be it resolved that the Library will not hold a revote, and will keep the tax levy for the 2026-2027 fiscal year in the amount of \$9,480,346.00, the same rate as the 2025-2026 fiscal year. Be it further resolved that the Finance Committee and the whole Board of Trustees will work with the Director to create a new budget based on the no increase tax levy amount, and decisions for proposed budget cuts to decrease spending will be made in conjunction with the Board and with Board approval. The motion passed 4 yes, 1 no. Ms. Soskin voted no.– See Resolution.**

A **motion** was made by Ms. Waldman, seconded by Ms. Davis and carried to **adjourn**.

**The meeting of the board of trustees was adjourned at 4:49 p.m.**

**THE NEXT REGULAR MONTHLY MEETING OF THE BOARD OF TRUSTEES WILL BE HELD ON WEDNESDAY, MAY 27, 2026.**

Minutes/Regular Meeting of February 25, 2026

**Minutes/Special Meeting of May 13, 2026**

Respectfully submitted.

Leiah Levine (via video recording)  
Clerk to the Board of Trustees

Darnett Davis  
Board President

**FINKELSTEIN MEMORIAL LIBRARY  
BILL LIST  
BOARD OF TRUSTEES MEETING  
May 27, 2026**

SCHEDULE NUMBER	DESCRIPTION	DATE	AMOUNT
CHECK RUN #767	PAYROLL	APRIL 2026	\$398,403.88
	FRINGE BENEFITS	APRIL 2026	\$157,142.50
	OPERATING EXPENSES	APRIL 2026	\$91,095.33
			\$646,641.71
CHECK RUN #768	OPERATING EXPENSES	MAY 11, 2026	\$12,252.94
CHECK RUN #769	OPERATING EXPENSES	MAY 27, 2026	\$109,194.72
CHECK RUN #770	ACH TRANSACTIONS	MAY 27, 2026	\$288.60
CHECK RUN #772	CAPITAL FUND EXPENSES	MAY 27, 2026	\$152.10
	TOTAL EXPENDITURES		<u>\$768,530.07</u>
	Approval		Approval
	Approval		Approval
	Approval		Approval
	Approval		Approval
	Approval		Approval

ACCOUNTS PAYABLE CHECK REGISTER

Finkelstein Memorial Library  
FY 2025-2026

Check Register for 4/1/2026 to 4/30/2026 & Check Numbers 0 to 2147483647  
Cash Account 10-L2000-000-00

Check Number	Check Date	Vendor Number / Name	Payment Type	EPay	Amount (\$)
<b>Check Run: 767</b>					
49281	04/29/2026	3687 Selective Insurance Company of America	Check	No	75,923.33
		Purchase Order #: 26892 Voucher #: 32759 Invoice #: 197-404-082			75,923.33
		Invoice Description: 04/04/26-04/04/27 Commercial Insurance Annual Renewal			
49282	04/29/2026	3444 UNITED ASSURANCE	Check	No	15,172.00
		Purchase Order #: 26889 Voucher #: 32760 Invoice #: 00023680			15,172.00
		Invoice Description: 5/12/26 Director's & Officers/ Employment Practices Liability			
<b>Check Run 767 Check Total</b>					<b>\$91,095.33</b>
<b>Check Run 767 Update Only</b>					<b>\$0.00</b>
<b>Check Run 767 Total</b>					<b>\$91,095.33</b>

Description	Count	Amount (\$)
ACH	0	\$0.00
Bank of America	0	\$0.00
Check	2	\$91,095.33
Strategic Payment Services	0	\$0.00
Wells Fargo	0	\$0.00
Paymode X	0	\$0.00
Update Only	0	\$0.00
<b>GRAND TOTAL</b>	<b>2</b>	<b>\$91,095.33</b>

\* Denotes Check Numbers that are out of sequence.

The above listed checks are hereby approved for check signing

Authorized Signatures:

Andrew Kablat 5/20/26  
(Date)

\_\_\_\_\_  
(Date)

Belle [Signature] 5/19/26  
(Date)

\_\_\_\_\_  
(Date)

**ACCOUNTS PAYABLE CHECK REGISTER**

Check Register for 5/1/2026 to 5/30/2026 & Check Numbers 0 to 2147483647  
Cash Account 10-L2000-000-00

Check Number	Check Date	Vendor Number / Name	Payment Type	EPay	Amount (\$)
<b>Check Run: 768</b>					
49283	05/11/2026	2057 INTERSTATE WASTE SERVICES Purchase Order #: 26148 Invoice Description: 5/1/26-5/31/26 Monthly Trash Service Voucher #: 32761	Check Invoice #: 0012508719	No	1,532.80
49284	05/11/2026	1650 OPTIMUM Purchase Order #: 26231 Invoice Description: 5/1/26-5/31/26 Voucher #: 32762	Check Invoice #: 07873-182523-01-5	No	91.21
49285	05/11/2026	1364 ORANGE & ROCKLAND UTILITIES Purchase Order #: 26929 Invoice Description: 24 Chestnut St   Meter: 701072531 Purchase Order #: 26929 Invoice Description: 19 S Madison Ave   Meter: 113001932, 500001015 Purchase Order #: 26929 Invoice Description: 19 S Madison Ave   Elec C&I Pri Overhd LGT Purchase Order #: 26258 Invoice Description: 16 Chestnut St   Meter: 701099342, 104095922 Voucher #: 32763 Voucher #: 32764 Voucher #: 32765 Voucher #: 32766	Check Invoice #: 76279-10000-2 Invoice #: 43050-94000-6 Invoice #: 26872-35000-9 Invoice #: 35017-24000-9	No	9,565.92 6,702.73 2,132.65 218.48 512.06
49286	05/11/2026	1502 VEOLIA WATER NEW YORK INC Purchase Order #: 26262 Invoice Description: 24 Chestnut St   Meter: 55250581A, 55250581B, 55150677 Purchase Order #: 26262 Invoice Description: 16 Chestnut St   Meter: 55177491 Voucher #: 32767 Voucher #: 32768	Check Invoice #: 20008099610000 Invoice #: 20002140672181	No	781.75 764.91 16.84
49287	05/11/2026	1513 VERIZON WIRELESS Purchase Order #: 26428 Invoice Description: Mar 24-Apr 23 Phones Voucher #: 32769	Check Invoice #: 6141822186	No	281.26 281.26
Check Run 768 Check Total					\$12,252.94
Check Run 768 Update Only					\$0.00
Check Run 768 Total					\$12,252.94

Description	Count	Amount (\$)
ACH	0	\$0.00
Bank of America	0	\$0.00
Check	5	\$12,252.94
Strategic Payment Services	0	\$0.00
Wells Fargo	0	\$0.00
Paymode X	0	\$0.00
Update Only	0	\$0.00
<b>GRAND TOTAL</b>	<b>5</b>	<b>\$12,252.94</b>

\* Denotes Check Numbers that are out of sequence.

ACCOUNTS PAYABLE CHECK REGISTER

Finkelstein Memorial Library  
FY 2025-2026

Check Register for 5/1/2026 to 5/30/2026 & Check Numbers 0 to 2147483647  
Cash Account 10-L2000-000-00

Check Number	Check Date	Vendor Number / Name	Payment Type	EPay	Amount (\$)
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The above listed checks are hereby approved for check signing

Authorized Signatures:

Andrew Koblisch 5/20/26  
(Date)

\_\_\_\_\_  
(Date)

[Signature] 5/19/26  
(Date)

\_\_\_\_\_  
(Date)

ACCOUNTS PAYABLE CHECK REGISTER

Check Register for 5/1/2026 to 5/30/2026 & Check Numbers 0 to 2147483647  
Cash Account 10-L2000-000-00

Check Number	Check Date	Vendor Number / Name	Payment Type	EPay	Amount (\$)
<b>Check Run: 769</b>					
49288	05/27/2026	3625 ALLEN, RONALD	Check	No	240.00
		Purchase Order #: 0	Voucher #: 32775	Invoice #: May 12, 2026	240.00
		Invoice Description: Budget Vote   15 hours			
49289	05/27/2026	3396 AMAZON CAPITAL SERVICES, INC	Check	No	3,786.20
		Purchase Order #: 26886	Voucher #: 32829	Invoice #: 11YJ-WYJV-HRGR	456.73
		Invoice Description: 39 ITEMS			
		Purchase Order #: 26856	Voucher #: 32830	Invoice #: 1KN4-Y9KN-P94L	238.43
		Invoice Description: 15 ITEMS			
		Purchase Order #: 26833	Voucher #: 32831	Invoice #: 19P6-KHFQ-K7DP	610.63
		Invoice Description: File organizer, refrigerator lock, cart			
		Purchase Order #: 26834	Voucher #: 32832	Invoice #: 13YR-6NXY-RPHK	574.38
		Invoice Description: Labels, book tape			
		Purchase Order #: 26890	Voucher #: 32833	Invoice #: 1HHN-R16L-MCJH	199.99
		Invoice Description: Cart			
		Purchase Order #: 26885	Voucher #: 32834	Invoice #: 13N6-H9HY-V3NP	143.20
		Invoice Description: 12 ITEMS			
		Purchase Order #: 26882	Voucher #: 32835	Invoice #: 171W-W1LN-PRL7	156.34
		Invoice Description: 10 BOOKS			
		Purchase Order #: 26858	Voucher #: 32836	Invoice #: 17RJ-NLC9-V1XQ	214.19
		Invoice Description: Bins, frames			
		Purchase Order #: 26859	Voucher #: 32837	Invoice #: 19P6-KHFQ-LTXP	669.83
		Invoice Description: 56 ITEMS			
		Purchase Order #: 26883	Voucher #: 32838	Invoice #: 14VJ-9HDD-K6YX	136.10
		Invoice Description: USB, dry erase board, refrigerator lock, wrist rest support			
		Purchase Order #: 26829	Voucher #: 32839	Invoice #: 1J9H-QKJT-QK31	239.09
		Invoice Description: 18 GAMES			
		Purchase Order #: 26857	Voucher #: 32840	Invoice #: 171W-W1LN-RTX9	164.89
		Invoice Description: Paper, envelopes, calendar			
		Purchase Order #: 26882	Voucher #: 32841	Invoice #: 1M7G-16JQ-Q9KC	-17.60
		Invoice Description: CREDIT: 1 book			
49290	05/27/2026	3642 ARTIS, BETTY	Check	No	244.00
		Purchase Order #: 0	Voucher #: 32776	Invoice #: May 12, 2026	244.00
		Invoice Description: Budget Vote   15.25 hours			
49291	05/27/2026	2086 BAIS HASFORIM	Check	No	10,001.98
		Purchase Order #: 26863	Voucher #: 32816	Invoice #: 1-9739	5,001.32
		Invoice Description: Traditional books			
		Purchase Order #: 26862	Voucher #: 32817	Invoice #: 1-9740	5,000.66
		Invoice Description: Yiddish books			
49292	05/27/2026	1055 BECKERLE LUMBER SUPPLY CO., INC.	Check	No	12.41
		Purchase Order #: 0	Voucher #: 32806	Invoice #: 2605-248023	12.41
		Invoice Description: Hose nozzle			
49293	05/27/2026	2559 BILLY, JUANA	Check	No	240.00
		Purchase Order #: 0	Voucher #: 32777	Invoice #: May 12, 2026	240.00
		Invoice Description: Budget Vote   15 hours			
49294	05/27/2026	1078 BRODART CO. (ADULT BOOKS)	Check	No	37.38
		Purchase Order #: 26912	Voucher #: 32842	Invoice #: B7212889	37.38
		Invoice Description: 1 BOOK			

ACCOUNTS PAYABLE CHECK REGISTER

Finkelstein Memorial Library  
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Check Register for 5/1/2026 to 5/30/2026 & Check Numbers 0 to 2147483647  
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Check Number	Check Date	Vendor Number / Name	Payment Type	EPay	Amount (\$)
49295	05/27/2026	2939 BROMBERG MARC Purchase Order #: 0 Invoice Description: Budget Vote   4.25 hours Voucher #: 32778	Check Invoice #: May 12, 2026	No	68.00
49296	05/27/2026	1087 BUG RUNNER EXTERMINATING CO. Purchase Order #: 26149 Invoice Description: Monthly Service Voucher #: 32849	Check Invoice #: 60329	No	79.31
49297	05/27/2026	3367 CABLEVISION LIGHTPATH LLC Purchase Order #: 26225 Invoice Description: 5/1/26-5/31/26 Voucher #: 32875	Check Invoice #: 105147-260501	No	1,712.10
49298	05/27/2026	2300 CANON FINANCIAL SERVICES, INC. Purchase Order #: 26187 Invoice Description: 6/1/26-6/30/26 Copier Voucher #: 32869	Check Invoice #: 43179328	No	2,997.00
49299	05/27/2026	2225 CENTENO, ARLENE Purchase Order #: 0 Invoice Description: Eye care Voucher #: 32799	Check Invoice #: Reimbursement	No	400.00
49300	05/27/2026	3688 Community Foundation Purchase Order #: 26899 Invoice Description: 3/26/26 Journal Ad Rockland Community Foundation Ad Voucher #: 32874	Check Invoice #: 1581	No	200.00
49301	05/27/2026	3092 CONSOLIDATED COMPUTING INC. Purchase Order #: 26716 Invoice Description: May 2026 My GLUE Voucher #: 32850	Check Invoice #: 7485	No	1,400.00
		Purchase Order #: 26341 Invoice Description: May 2026 DATTO Voucher #: 32851	Invoice #: 7486		1,200.00
49302	05/27/2026	2281 CROWN JANITORIAL PRODUCTS, LLC. Purchase Order #: 26795 Invoice Description: Toilet tissue Voucher #: 32818	Check Invoice #: 875876-2	No	223.26
49303	05/27/2026	3626 DEL FIERRO, CATHY Purchase Order #: 0 Invoice Description: Budget Vote   16 hours Voucher #: 32771	Check Invoice #: May 12, 2026	No	320.00
49304	05/27/2026	3486 Dillard, Lewis Steven Purchase Order #: 26904 Invoice Description: July, August, September: Soul Line Dancing 2025 Voucher #: 32864	Check Invoice #: 2025	No	1,200.00
49305	05/27/2026	3690 Duboff, Richard Purchase Order #: 26901 Invoice Description: Backgammon Series Voucher #: 32873	Check Invoice #: 0609-0616	No	240.00
49306	05/27/2026	2514 ENVISIONWARE, INC Purchase Order #: 26868 Invoice Description: RFID tag Voucher #: 32814	Check Invoice #: INV-US-81277	No	7,363.88
		Purchase Order #: 26577 Invoice Description: Easy Pay station Voucher #: 32856	Invoice #: INV-US-79969		4,527.88
		Purchase Order #: 26577 Invoice Description: Easy Pay Station Voucher #: 32857	Invoice #: INV-US-80377		450.00
49307	05/27/2026	3697 FRANCIS, ANDREA Purchase Order #: 0 Invoice Description: Budget Vote   15.5 hours Voucher #: 32779	Check Invoice #: May 12, 2026	No	248.00
49308	05/27/2026	2941 FREDERICK SHEVON	Check	No	244.00

ACCOUNTS PAYABLE CHECK REGISTER

Check Register for 5/1/2026 to 5/30/2026 & Check Numbers 0 to 2147483647  
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Check Number	Check Date	Vendor Number / Name	Payment Type	EPay	Amount (\$)
		Purchase Order #: 0 Invoice Description: Budget Vote   15.25 hours	Voucher #: 32780 Invoice #: May 12, 2026		244.00
49309	05/27/2026	1879 FRIENDS OF THE FINKELSTEIN MEM LIB	Check	No	590.59
		Purchase Order #: 0 Invoice Description: Book and bag sales	Voucher #: 32878 Invoice #: 4Q25, 1Q26		590.59
49310	05/27/2026	1188 GALE / CENGAGE LEARNING (HARLEQUIN)	Check	No	153.60
		Purchase Order #: 26824 Invoice Description: 1 BOOK	Voucher #: 32811 Invoice #: 999102645324		27.20
		Purchase Order #: 26824 Invoice Description: 4 BOOKS	Voucher #: 32812 Invoice #: 999102674605		126.40
49311	05/27/2026	2815 GALWAY BAY RESTORATION, INC.	Check	No	11,900.00
		Purchase Order #: 26823 Invoice Description: Emerg.Rpr Concrete Stairs Lower Lot	Voucher #: 32859 Invoice #: 58		11,900.00
49312	05/27/2026	2662 HEALTHEQUITY - WAGeworks	Check	No	210.00
		Purchase Order #: 26268 Invoice Description: Healthcare - Benefit Period: Apr 2026	Voucher #: 32860 Invoice #: INV8969049		210.00
49313	05/27/2026	3530 HENRY, PAULINE	Check	No	248.00
		Purchase Order #: 0 Invoice Description: Budget Vote   15.5 hours	Voucher #: 32781 Invoice #: May 12, 2026		248.00
49314	05/27/2026	3259 HILL, JOE	Check	No	240.00
		Purchase Order #: 0 Invoice Description: Budget Vote   15 hours	Voucher #: 32782 Invoice #: May 12, 2026		240.00
49315	05/27/2026	3698 HILL, SHATYA	Check	No	104.00
		Purchase Order #: 0 Invoice Description: Budget Vote   6.5 hours	Voucher #: 32783 Invoice #: May 12, 2026		104.00
49316	05/27/2026	3533 HUNT, BRANDON	Check	No	401.21
		Purchase Order #: 0 Invoice Description: Budget Vote   7 hours	Voucher #: 32797 Invoice #: May 12, 2026		401.21
49317	05/27/2026	2710 JAMES, MONICA	Check	No	297.00
		Purchase Order #: 0 Invoice Description: Budget Vote   16.5 hours	Voucher #: 32773 Invoice #: May 12, 2026		297.00
49318	05/27/2026	3472 JEAN PAUL, NATHALIE	Check	No	240.00
		Purchase Order #: 0 Invoice Description: Budget Vote   15 hours	Voucher #: 32784 Invoice #: May 12, 2026		240.00
49319	05/27/2026	3142 JEFFRIES, WITHERS	Check	No	297.00
		Purchase Order #: 0 Invoice Description: Budget Vote   16.5 hours	Voucher #: 32774 Invoice #: May 12, 2026		297.00
49320	05/27/2026	3525 Johnson, Robin K.	Check	No	400.00
		Purchase Order #: 26583 Invoice Description: Paper Making	Voucher #: 32844 Invoice #: 06242026		400.00
49321	05/27/2026	2199 JOSEPH, JUDY	Check	No	400.00
		Purchase Order #: 0 Invoice Description: Eye care	Voucher #: 32800 Invoice #: Reimbursement		400.00
49322	05/27/2026	1257 JOURNAL NEWS (LEGAL ADVERTISING)	Check	No	2,502.40
		Purchase Order #: 26951 Invoice Description: Amended Legal Notice, Notice of Vote on Annual Budget	Voucher #: 32865 Invoice #: Ad # 12290650		573.90

**ACCOUNTS PAYABLE CHECK REGISTER**

Finkelstein Memorial Library  
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Check Register for 5/1/2026 to 5/30/2026 & Check Numbers 0 to 2147483647  
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Check Number	Check Date	Vendor Number / Name	Payment Type	EPay	Amount (\$)
		Purchase Order #: 26940 Invoice Description: Apr 1-30, 2026: 12204194, Annual Budget Proposition	Voucher #: 32877 Invoice #: 0007667439		1,928.50
49323	05/27/2026	3210 KANOPY, INC	Check	No	521.00
		Purchase Order #: 26918 Invoice Description: Kanopy April 2026 Usage	Voucher #: 32821 Invoice #: 501820-PPU		521.00
49324	05/27/2026	2804 KOBlick, ANDREW	Check	No	577.00
		Purchase Order #: 26921 Invoice Description: CPA Annual Dues	Voucher #: 32843 Invoice #: Reimbursement		577.00
49325	05/27/2026	3624 LAWRENCE, TANYA	Check	No	310.00
		Purchase Order #: 0 Invoice Description: Budget Vote   15.5 hours	Voucher #: 32772 Invoice #: May 12, 2026		310.00
49326	05/27/2026	1733 LEXIS NEXIS BUSINESS & ACADEMIC PUB	Check	No	150.00
		Purchase Order #: 26925 Invoice Description: NY Landlord & Tenant HDBK 2026	Voucher #: 32819 Invoice #: 49137514		150.00
49327	05/27/2026	1907 M&T BANK CREDIT CARD PAYMENT PROCES	Check	No	1,019.09
		Purchase Order #: 26930 Invoice Description: Exxon	Voucher #: 32883 Invoice #: 098107969628393		36.90
		Purchase Order #: 26495 Invoice Description: Costco	Voucher #: 32884 Invoice #: 100410122614677		153.96
		Purchase Order #: 26724 Invoice Description: Adobe	Voucher #: 32885 Invoice #: 100000023643219		37.92
		Purchase Order #: 26495 Invoice Description: Shoprite	Voucher #: 32886 Invoice #: 101406511489485		45.35
		Purchase Order #: 26732 Invoice Description: Costco	Voucher #: 32887 Invoice #: 105413074521051		126.08
		Purchase Order #: 26930 Invoice Description: Exxon	Voucher #: 32888 Invoice #: 106402013596732		49.94
		Purchase Order #: 0 Invoice Description: Zoom	Voucher #: 32889 Invoice #: 111100122710112		10.00
		Purchase Order #: 26930 Invoice Description: Soft cloth car wash	Voucher #: 32890 Invoice #: 114027018685871		63.35
		Purchase Order #: 26930 Invoice Description: Costco Gas	Voucher #: 32891 Invoice #: 115419036080688		39.99
		Purchase Order #: 26916 Invoice Description: Bagel D Lox	Voucher #: 32892 Invoice #: 119100067744250		134.26
		Purchase Order #: 26916 Invoice Description: Eli's Bagel	Voucher #: 32893 Invoice #: 119900017300460		127.85
		Purchase Order #: 26495 Invoice Description: Costco	Voucher #: 32894 Invoice #: 121422579582997		166.96
		Purchase Order #: 0 Invoice Description: Late fee	Voucher #: 32895 Invoice #: Interest charge		26.53
49328	05/27/2026	3532 MARTUCCI, MICHAEL	Check	No	366.35
		Purchase Order #: 0 Invoice Description: Budget Vote   7 hours	Voucher #: 32796 Invoice #: May 12, 2026		366.35
49329	05/27/2026	1312 MIDWEST TAPE LLC	Check	No	5,708.63
		Purchase Order #: 26664 Invoice Description: 11 DVD	Voucher #: 32823 Invoice #: 508486393		335.89
		Purchase Order #: 26815 Invoice Description: 1 DVD	Voucher #: 32824 Invoice #: 508750789		24.74

ACCOUNTS PAYABLE CHECK REGISTER

Check Register for 5/1/2026 to 5/30/2026 & Check Numbers 0 to 2147483647  
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Check Number	Check Date	Vendor Number / Name	Payment Type	EPay	Amount (\$)
		Purchase Order #: 26815	Voucher #: 32825	Invoice #: 508768486	22.49
		Invoice Description: 1 DVD			
		Purchase Order #: 26765	Voucher #: 32826	Invoice #: 508768489	22.49
		Invoice Description: 1 DVD			
		Purchase Order #: 26715	Voucher #: 32827	Invoice #: 508768487	11.24
		Invoice Description: 1 ACD			
		Purchase Order #: 26928	Voucher #: 32828	Invoice #: 508799399	5,291.78
		Invoice Description: Hoopla Month Ending 4/30/2026			
49330	05/27/2026	2871 MILLER'S TOUCH CLEANING SVCS. INC	Check	No	9,175.00
		Purchase Order #: 26146	Voucher #: 32861	Invoice #: FML 291	2,450.00
		Invoice Description: Carpet Cleaning			
		Purchase Order #: 26145	Voucher #: 32862	Invoice #: FML 292	2,650.00
		Invoice Description: Floor Care			
		Purchase Order #: 26673	Voucher #: 32863	Invoice #: FML 293	4,075.00
		Invoice Description: Routine Cleaning			
49331	05/27/2026	3699 MORRELL, RICHARD	Check	No	240.00
		Purchase Order #: 0	Voucher #: 32785	Invoice #: May 12, 2026	240.00
		Invoice Description: Budget Vote   15 hours			
49332	05/27/2026	2372 NEW YORK HALL OF SCIENCE	Check	No	750.00
		Purchase Order #: 26938	Voucher #: 32809	Invoice #: 105425	750.00
		Invoice Description: 2026 Library Membership			
49333	05/27/2026	1473 NEW YORK STATE INSURANCE FUND	Check	No	1,277.04
		Purchase Order #: 26222	Voucher #: 32868	Invoice #: 67879755	1,277.04
		Invoice Description: 4/11/26-5/12/26 W778 100-8			
49334	05/27/2026	3673 Organize Me! of NY, LLC	Check	No	250.00
		Purchase Order #: 26697	Voucher #: 32845	Invoice #: 06232026	250.00
		Invoice Description: Five Basic Principles of Getting & Staying Organized			
49335	05/27/2026	2419 OVERDRIVE, INC	Check	No	27.50
		Purchase Order #: 26586	Voucher #: 32820	Invoice #: 01052DA26155125	27.50
		Invoice Description: 1 Ebook			
49336	05/27/2026	1375 PENWORTHY COMPANY	Check	No	705.82
		Purchase Order #: 26878	Voucher #: 32813	Invoice #: 0617195-IN	705.82
		Invoice Description: 18 ITEMS			
49337	05/27/2026	1382 PITNEY BOWES	Check	No	495.39
		Purchase Order #: 26266	Voucher #: 32872	Invoice #: 3322484757	495.39
		Invoice Description: 3/1/26-3/29/26 Postage Meter Lease			
49338	05/27/2026	1406 RAMAPO FIRE EQUIPMENT CO. INC	Check	No	463.10
		Purchase Order #: 26897	Voucher #: 32858	Invoice #: 80535	463.10
		Invoice Description: Annual Fire Ext. Inspection/Replace			
49339	05/27/2026	2674 READY RERESH BY NESTLE	Check	No	357.59
		Purchase Order #: 26305	Voucher #: 32867	Invoice #: 16E0441206174	357.59
		Invoice Description: 04/06/26-05/08/26 Water			
49340	05/27/2026	3691 Renew Restoration, LLC	Check	No	720.00
		Purchase Order #: 26900	Voucher #: 32871	Invoice #: 0125244	720.00
		Invoice Description: Mold Testing Maker Space room			
49341	05/27/2026	3702 RIVERA, EVAMIG	Check	No	318.78
		Purchase Order #: 0	Voucher #: 32795	Invoice #: May 12, 2026	318.78

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Check Number	Check Date	Vendor Number / Name	Payment Type	EPay	Amount (\$)
		<i>Invoice Description:</i> Budget Vote   7 hours			
49342	05/27/2026	2053 ROCKLAND COUNTY BOARD OF ELECTIONS	Check	No	1,073.00
		<i>Purchase Order #:</i> 26957 <i>Voucher #:</i> 32881 <i>Invoice #:</i> 05122026			1,073.00
		<i>Invoice Description:</i> Scanner, booths, table tops			
49343	05/27/2026	3024 SANTIAGO WORLDWIDE, INC	Check	No	95.00
		<i>Purchase Order #:</i> 26958 <i>Voucher #:</i> 32880 <i>Invoice #:</i> 13862			95.00
		<i>Invoice Description:</i> Library voting machine and booths			
49344	05/27/2026	3700 SCOTT, SHERRY	Check	No	244.00
		<i>Purchase Order #:</i> 0 <i>Voucher #:</i> 32786 <i>Invoice #:</i> May 12, 2026			244.00
		<i>Invoice Description:</i> Budget Vote   15.25 hours			
49345	05/27/2026	3701 SELIVANOVICH, OLGA	Check	No	240.00
		<i>Purchase Order #:</i> 0 <i>Voucher #:</i> 32787 <i>Invoice #:</i> May 12, 2026			240.00
		<i>Invoice Description:</i> Budget Vote   15 hours			
49346	05/27/2026	2872 SOUTHEASTERN NY LIBRARY RESOURCE CC	Check	No	25.00
		<i>Purchase Order #:</i> 26927 <i>Voucher #:</i> 32870 <i>Invoice #:</i> 9533			25.00
		<i>Invoice Description:</i> Dianne Aimone - Fall Into Books 2025			
49347	05/27/2026	3260 SETARAM, ANITA	Check	No	244.00
		<i>Purchase Order #:</i> 0 <i>Voucher #:</i> 32788 <i>Invoice #:</i> May 12, 2026			244.00
		<i>Invoice Description:</i> Budget Vote   15.25 hours			
49348	05/27/2026	3643 SHEPPARD, GERALDINE	Check	No	244.00
		<i>Purchase Order #:</i> 0 <i>Voucher #:</i> 32789 <i>Invoice #:</i> May 12, 2026			244.00
		<i>Invoice Description:</i> Budget Vote   15.25 hours			
49349	05/27/2026	3342 SHERIDAN, ANDREW	Check	No	440.16
		<i>Purchase Order #:</i> 0 <i>Voucher #:</i> 32798 <i>Invoice #:</i> May 12, 2026			440.16
		<i>Invoice Description:</i> Budget Vote   7 hours			
49350	05/27/2026	2171 SOLOMON R. GUGGENHEIM FOUNDATION	Check	No	500.00
		<i>Purchase Order #:</i> 26939 <i>Voucher #:</i> 32810 <i>Invoice #:</i> 2026			500.00
		<i>Invoice Description:</i> Library membership			
49351	05/27/2026	2328 STAPLES ADVANTAGE	Check	No	464.64
		<i>Purchase Order #:</i> 26852 <i>Voucher #:</i> 32822 <i>Invoice #:</i> 6061497184			464.64
		<i>Invoice Description:</i> Tape book scotch			
49352	05/27/2026	3570 Unspoken Words, LLC	Check	No	500.00
		<i>Purchase Order #:</i> 26817 <i>Voucher #:</i> 32847 <i>Invoice #:</i> 0322-0426			500.00
		<i>Invoice Description:</i> SITREP: 3/22 & 4/26 @ 3pm Virtual			
49353	05/27/2026	2923 STORM KING ARTS CENTER	Check	No	250.00
		<i>Purchase Order #:</i> 26937 <i>Voucher #:</i> 32808 <i>Invoice #:</i> 2026			250.00
		<i>Invoice Description:</i> Library Pass			
49354	05/27/2026	1704 SUFFERN FREE LIBRARY	Check	No	35.00
		<i>Purchase Order #:</i> 0 <i>Voucher #:</i> 32804 <i>Invoice #:</i> 32837004691678			35.00
		<i>Invoice Description:</i> 32837005445041			
49355	05/27/2026	2021 TAYLOR, ETTA ELAINE	Check	No	240.00
		<i>Purchase Order #:</i> 0 <i>Voucher #:</i> 32790 <i>Invoice #:</i> May 12, 2026			240.00
		<i>Invoice Description:</i> Budget Vote   15 hours			
49356	05/27/2026	3667 The Law Office of Stephanie Adams, PLLC	Check	No	7,500.00
		<i>Purchase Order #:</i> 26952 <i>Voucher #:</i> 32852 <i>Invoice #:</i> 11184			7,500.00

ACCOUNTS PAYABLE CHECK REGISTER

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Check Number	Check Date	Vendor Number / Name	Payment Type	EPay	Amount (\$)
		<i>Invoice Description:</i> Service thru Apr. 30, 2026			
49357	05/27/2026	3254 Thirsty Radish LLC	Check	No	675.00
		<i>Purchase Order #:</i> 26404 <i>Voucher #:</i> 32846	<i>Invoice #:</i> 0407-0505-0602		675.00
		<i>Invoice Description:</i> Spring Culinary Series:			
49358	05/27/2026	2843 TORRES, GEORGE	Check	No	240.00
		<i>Purchase Order #:</i> 0 <i>Voucher #:</i> 32791	<i>Invoice #:</i> May 12, 2026		240.00
		<i>Invoice Description:</i> Budget Vote   15 hours			
49359	05/27/2026	3296 TUXEDO PARK LIBRARY	Check	No	18.99
		<i>Purchase Order #:</i> 0 <i>Voucher #:</i> 32805	<i>Invoice #:</i> 32840001601096		18.99
		<i>Invoice Description:</i> 1 book			
49360	05/27/2026	3444 UNITED ASSURANCE	Check	No	693.00
		<i>Purchase Order #:</i> 26955 <i>Voucher #:</i> 32899	<i>Invoice #:</i> 00023680		693.00
		<i>Invoice Description:</i> Policy # GL1341773 5/8/26-11/8/26			
49361	05/27/2026	1499 UNITED PARCEL SERVICE	Check	No	37.36
		<i>Purchase Order #:</i> 26261 <i>Voucher #:</i> 32866	<i>Invoice #:</i> 0000827576176		37.36
		<i>Invoice Description:</i> Adjustments & Other charges, fees			
49362	05/27/2026	3420 United States Liability Insurance Co	Check	No	436.00
		<i>Purchase Order #:</i> 26954 <i>Voucher #:</i> 32882	<i>Invoice #:</i> XL 1685316		436.00
		<i>Invoice Description:</i> 5/8/26-5/8/27			
49363	05/27/2026	1528 VESTIS	Check	No	300.96
		<i>Purchase Order #:</i> 26861 <i>Voucher #:</i> 32815	<i>Invoice #:</i> 27921820		300.96
		<i>Invoice Description:</i> Shirt, jacket, vest			
49364	05/27/2026	3076 VISCONTI, GENILDA	Check	No	248.00
		<i>Purchase Order #:</i> 0 <i>Voucher #:</i> 32792	<i>Invoice #:</i> May 12, 2026		248.00
		<i>Invoice Description:</i> Budget Vote   15.5 hours			
49365	05/27/2026	3077 WEBB, CHRISTINE	Check	No	256.00
		<i>Purchase Order #:</i> 0 <i>Voucher #:</i> 32793	<i>Invoice #:</i> May 12, 2026		256.00
		<i>Invoice Description:</i> Budget Vote   16 hours			
49366	05/27/2026	3177 WESTCHESTER CHILDREN'S MUSEUM	Check	No	550.00
		<i>Purchase Order #:</i> 26936 <i>Voucher #:</i> 32807	<i>Invoice #:</i> 1		550.00
		<i>Invoice Description:</i> 2026 Library Membership card			
49367	05/27/2026	3695 WESTERN SULLIVAN PUBLIC LIBRARY	Check	No	7.00
		<i>Purchase Order #:</i> 0 <i>Voucher #:</i> 32803	<i>Invoice #:</i> 32859000132507		7.00
		<i>Invoice Description:</i> 1 book			
49368	05/27/2026	3136 WHITEMAN OSTERMAN & HANNA LLP	Check	No	20,075.00
		<i>Purchase Order #:</i> 26950 <i>Voucher #:</i> 32853	<i>Invoice #:</i> 837816		10,050.00
		<i>Invoice Description:</i> Serviced rendered through 12/31/25			
		<i>Purchase Order #:</i> 26950 <i>Voucher #:</i> 32854	<i>Invoice #:</i> 851353		8,925.00
		<i>Invoice Description:</i> Service rendered through 2/28/26			
		<i>Purchase Order #:</i> 26950 <i>Voucher #:</i> 32855	<i>Invoice #:</i> 853906		1,100.00
		<i>Invoice Description:</i> Service rendered through 3/31/26			
49369	05/27/2026	3677 Wild & Bright LLC	Check	No	400.00
		<i>Purchase Order #:</i> 26742 <i>Voucher #:</i> 32848	<i>Invoice #:</i> 06292026		400.00
		<i>Invoice Description:</i> Reptile Program			
49370	05/27/2026	3627 WILLIAMS, DOLORES H.	Check	No	244.00
		<i>Purchase Order #:</i> 0 <i>Voucher #:</i> 32794	<i>Invoice #:</i> May 12, 2026		244.00

ACCOUNTS PAYABLE CHECK REGISTER

Finkelstein Memorial Library  
FY 2025-2026

Check Register for 5/1/2026 to 5/30/2026 & Check Numbers 0 to 2147483647  
Cash Account 10-L2000-000-00

Check Number	Check Date	Vendor Number / Name	Payment Type	EPay	Amount (\$)	
		Invoice Description: Budget Vote   15.25				
49371	05/27/2026	3362 ZAMBITO, BETH	Check	No	245.00	
		Purchase Order #: 0	Invoice #: Reimbursement		215.00	
		Invoice Description: NYLA Membership				
		Purchase Order #: 0	Invoice #: Reimbursement		30.00	
		Invoice Description: 5/16/26 Banned Books Symposium				
					<b>Check Run 769 Check Total</b>	<b>\$109,194.72</b>
					<b>Check Run 769 Update Only</b>	<b>\$0.00</b>
					<b>Check Run 769 Total</b>	<b>\$109,194.72</b>

Description	Count	Amount (\$)
ACH	0	\$0.00
Bank of America	0	\$0.00
Check	84	\$109,194.72
Strategic Payment Services	0	\$0.00
Wells Fargo	0	\$0.00
Paymode X	0	\$0.00
Update Only	0	\$0.00
<b>GRAND TOTAL</b>	<b>84</b>	<b>\$109,194.72</b>

\* Denotes Check Numbers that are out of sequence.

The above listed checks are hereby approved for check signing

Authorized Signatures:

Andrew Koblick 5/20/26  
(Date)

\_\_\_\_\_  
(Date)

Bella [Signature] 5/19/26  
(Date)

\_\_\_\_\_  
(Date)

# ACCOUNTS PAYABLE CHECK REGISTER

Finkelstein Memorial Library  
FY 2025-2026

Check Register for 5/1/2026 to 5/30/2026 & Check Numbers 0 to 2147483647  
Cash Account 10-L2000-000-00

Check Number	Check Date	Vendor Number / Name	Payment Type	EPay	Amount (\$)
<b>Check Run: 770</b>					
12	05/27/2026	1574 ULVERSCROFT LIMITED.	None	Update	288.60
Purchase Order #: 26896		Voucher #: 32770	Invoice #: 1167023US		288.60
Invoice Description: 10 BOOKS					
<b>Check Run 770 Total</b>					<b>\$288.60</b>

Description	Count	Amount (\$)
ACH	0	\$0.00
Bank of America	0	\$0.00
Check	0	\$0.00
Strategic Payment Services	0	\$0.00
Wells Fargo	0	\$0.00
Paymode X	0	\$0.00
Update Only	1	\$288.60
<b>GRAND TOTAL</b>	<b>1</b>	<b>\$288.60</b>

\* Denotes Check Numbers that are out of sequence.

The above listed checks are hereby approved for check signing

Authorized Signatures:

Andrew Kohler 5/20/26  
(Date)

\_\_\_\_\_  
(Date)

Berk Lejawa 5/19/26  
(Date)

\_\_\_\_\_  
(Date)

ACCOUNTS PAYABLE CHECK REGISTER

Check Register for 5/1/2026 to 5/30/2026 & Check Numbers 0 to 2147483647  
Cash Account 30-H2000-000-00

Check Number	Check Date	Vendor Number / Name	Payment Type	EPay	Amount (\$)
<b>Check Run: 772</b>					
283	05/27/2026	1257 JOURNAL NEWS (LEGAL ADVERTISING)	Check	No	152.10
Purchase Order #: 26956		Voucher #: 32896	Invoice #: Ad # 12318768		152.10
Invoice Description:		Notice to Bidders - Renovation of HVAC System			
Check Run 772 Check Total					\$152.10
Check Run 772 Update Only					\$0.00
Check Run 772 Total					\$152.10

Description	Count	Amount (\$)
ACH	0	\$0.00
Bank of America	0	\$0.00
Check	1	\$152.10
Strategic Payment Services	0	\$0.00
Wells Fargo	0	\$0.00
Paymode X	0	\$0.00
Update Only	0	\$0.00
<b>GRAND TOTAL</b>	<b>1</b>	<b>\$152.10</b>

\* Denotes Check Numbers that are out of sequence.

The above listed checks are hereby approved for check signing

Authorized Signatures:

Andrew Kaber 5/20/26  
(Date)

Bernd Z... 5/19/26  
(Date)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Date)

FINKELSTEIN MEMORIAL LIBRARY

FINANCIAL STATEMENTS

MARCH 2026

(UNAUDITED)

**Departments**

00-Admin  
01-Adult Services  
02-Youth Services  
03-Circulation  
04-Technical Services  
05-Buildings and Grounds  
06-IT  
07-Security  
08-AV  
09-Enrichment Center

**BALANCE SHEET**  
Period Ending: 03/31/2026

Account	Balance (\$)
<b>Fund: 10 General Fund</b>	
<b>Type: Assets</b>	
Cash - M&T Checking Account	161,060.87
Cash - Money Market	783,801.55
Cash-NYLAF General Fund	4,870,533.44
Cash- M&T Passport Processing	45.00
Cash - Payroll Account	6,669.70
Accounts Receivable	-71.00
Accounts Receivable - Credit Cards	229.76
Due From Other Funds	121,620.43
	<b>\$5,943,889.75</b>
<b>Type: Assets Total</b>	
<b>Type: Liabilities &amp; Equity</b>	
Liabilities	
Accounts Payable	9.92
Accrued Liabilites	8,246.20
Other Liabilities	471.78
Due to Other Funds	113,920.17
Due to Employees Retirement System	159,851.25
	<b>\$282,499.32</b>
<b>Liabilities Total</b>	
Equity	
CURRENT YEAR FUND BALANCE	2,028,456.27
Fund Balance	3,632,934.16
	<b>\$5,661,390.43</b>
<b>Equity Total</b>	
<b>Type: Liabilities &amp; Equity Total</b>	
	<b>\$5,943,889.75</b>

**BALANCE SHEET**  
Period Ending: 03/31/2026

Account	Balance (\$)
<b>Fund: 20 Trust &amp; Agency Fund</b>	
<b>Type: Assets</b>	
Net Payroll	-138,560.65
Cash	426,620.81
Due From Other Funds	41,985.10
	<b>\$330,045.26</b>
<b>Type: Assets Total</b>	
<b>Type: Liabilities &amp; Equity</b>	
Liabilities	
Garnishment	0.06
Short Term Disability	1,219.73
Unreimbursed Med & Dep Care	13,343.69
Long Term Care Insurance	833.00
State Retirement	28,589.38
Health Insurance	26,714.58
NY State Withholding Taxes	15,170.93
Federal Withholding Tax	32,148.79
Accident & Cancer Insurance	793.85
Union Dues	4,638.20
Supplemental Dental	1,394.64
Social Security Taxes	56,010.75
Accrued Liabilities	-333.15
Tax Sheltered Annuity	-669.28
Life Insurance	-748.00
Due to Other Funds	150,927.23
	<b>\$330,034.40</b>
<b>Liabilities Total</b>	
Equity	
Fund Balance	10.86
	<b>\$10.86</b>
<b>Equity Total</b>	
<b>Type: Liabilities &amp; Equity Total</b>	
	<b>\$330,045.26</b>

**BALANCE SHEET**  
Period Ending: 03/31/2026

Account	Balance (\$)
<b>Fund: 30 Capital Fund</b>	
<b>Type: Assets</b>	
Cash	475,481.42
NYLAF-Capital Fund	2,239,960.23
Due from other funds	19,380.33
<b>Type: Assets Total</b>	<b>\$2,734,821.98</b>
<b>Type: Liabilities &amp; Equity</b>	
Liabilities	
Due to Other Funds	8,059.65
<b>Liabilities Total</b>	<b>\$8,059.65</b>
Equity	
CURRENT YEAR FUND BALANCE	305,834.59
Fund Balance	2,420,927.74
<b>Equity Total</b>	<b>\$2,726,762.33</b>
<b>Type: Liabilities &amp; Equity Total</b>	<b>\$2,734,821.98</b>

FY 2025-2026

Finkelstein Memorial Library  
BUDGET CHANGES REPORT

DATES: 03/01/2026 TO 03/31/2026

<u>REFERENCE</u>	<u>CHANGE NUMBER</u>	<u>DATE</u>	<u>USER</u>	<u>ORIGINAL BUDGET</u>	<u>BUDGET CHANGE</u>	<u>AMENDED BUDGET</u>
10-L7410-200-02 FURNITURE & EQUIPMENT						
Miscommunication of line usage	3423	03/31/2026	Alafuente	3,500.00	900.00	4,400.00
	3426	03/31/2026	Alafuente	3,500.00	-3,800.00	600.00
10-L7410-417-02 COMPUTER SOFTWARE						
Miscommunication of line usage	3422	03/31/2026	Alafuente	1,600.00	-1,600.00	0.00
10-L7410-429-02 MINOR EQUIPMENT						
Miscommunication of line usage	3424	03/31/2026	Alafuente	3,000.00	700.00	2,700.00
	3427	03/31/2026	Alafuente	3,000.00	3,800.00	6,500.00
10-L7410-453-05 SNOW REMOVAL CONTRACTS						
For gas for B&G Van	3416	03/31/2026	akoblick	15,000.00	-600.00	14,400.00
For additional custodial supplies	3418	03/31/2026	akoblick	15,000.00	-5,000.00	9,400.00
10-L7410-456-05 CUSTODIAL SUPPLIES						
For additional custodial supplies	3419	03/31/2026	akoblick	19,000.00	5,000.00	24,000.00
For custodial supplies	3421	03/31/2026	akoblick	19,000.00	1,250.00	25,250.00
10-L7410-457-05 GROUNDS SUPPLIES						
For custodial supplies	3420	03/31/2026	akoblick	1,250.00	-1,250.00	0.00
10-L7410-461-05 B&G- GAS FOR VAN						
For gas for B&G Van	3417	03/31/2026	akoblick	2,400.00	600.00	3,000.00
					<u>0.00</u>	

**BUDGET REPORT BY FUND - REVENUE**

Fiscal Year Start Date: 07/01/2025  
Current Period End Date: 03/31/2026

Finkelstein Memorial Library  
FY 2025-2026  
Ideal Remaining Percent: 25 %

Account	Budgeted	Current	Year To Date	Encumbrance	Remaining Balance	PCT
<b>Fund: 10 General Fund</b>						
10-L2082-000-00 Fines	20,000.00	2,007.47	17,557.86	0.00	2,442.14	12
10-L2083-000-00 Library Cards	1,500.00	62.00	543.20	0.00	956.80	64
10-L2084-000-00 Computer Printer Income	12,000.00	1,792.20	12,965.40	0.00	-965.40	-8
10-L2089-000-00 Cash Over (Short)	0.00	-13.98	34.09	0.00	-34.09	0
10-L2401-000-00 Interest Income	175,000.40	32,715.37	136,439.88	0.00	38,560.52	22
10-L2451-000-00 Copy Machine Income	2,000.00	257.75	1,167.10	0.00	832.90	42
10-L2670-000-00 Book Sales	0.00	177.99	-187.15	0.00	187.15	0
10-L2671-000-00 Book Bags - Friends	0.00	42.00	-7.00	0.00	7.00	0
10-L2673-000-00 Fax Fees	300.00	115.00	473.50	0.00	-173.50	-58
10-L2675-000-00 Passport Processing	0.00	732.06	1,920.97	0.00	-1,920.97	0
10-L2680-000-00 Insurance Recoveries	0.00	0.00	2,074.00	0.00	-2,074.00	0
10-L2690-000-00 Lost & Paid Books & Materials	8,000.00	704.70	10,095.30	0.00	-2,095.30	-26
10-L2705-000-00 Gifts & Donations	1,000.00	0.00	50.00	0.00	950.00	95
10-L2770-000-00 Miscellaneous Income	0.00	0.00	502.45	0.00	-502.45	0
10-L2771-000-00 Grant Revenue - Local Govern	3,000.00	0.00	3,000.00	0.00	0.00	0
10-L2772-000-00 E-Rate	35,000.00	1,395.07	12,636.03	0.00	22,363.97	64
10-L2810-000-00 Library Taxes	9,408,346.00	0.00	8,643,046.27	0.00	765,299.73	8
10-L3840-000-00 State Aid Llsa/Rcls	30,000.00	0.00	38,512.00	0.00	-8,512.00	-28
10-L3900-000-00 Tax Equalization Fund	369,700.00	0.00	0.00	0.00	369,700.00	100
General Fund Subtotal	10,065,846.40	39,987.63	8,880,823.90	0.00	1,185,022.50	12
<b>Report Total Revenue</b>	<b>\$10,065,846.40</b>	<b>\$39,987.63</b>	<b>\$8,880,823.90</b>	<b>\$0.00</b>	<b>\$1,185,022.50</b>	<b>12</b>

# BUDGET REPORT BY FUND - EXPENDITURE

Finkelstein Memorial Library

Fiscal Year Start Date: 07/01/2025  
Current Period End Date: 03/31/2026

FY 2025-2026  
Ideal Remaining Percent: 25 %

Account	Budgeted	Current	Year To Date	Encumbrance	Remaining Balance	PCT
Fund: 10 General Fund						
10-L7410-141-00 Professional Salaries - F.T.	400,139.00	30,888.80	314,941.46	0.00	85,197.54	21
10-L7410-141-01 Professional Salaires - F.T.	535,976.00	38,542.05	351,682.95	0.00	184,293.05	34
10-L7410-141-02 Professional Salaries - F.T.	451,140.00	35,408.31	352,645.13	0.00	98,494.87	22
10-L7410-141-03 Professional Salaries - F.T.	157,936.00	13,106.86	116,567.14	0.00	41,368.86	26
10-L7410-141-04 Professional Salaries - F.T.	395,715.00	28,129.01	272,852.89	0.00	122,862.11	31
10-L7410-141-06 Professional Salaries - F.T.	128,164.00	9,858.78	95,630.00	0.00	32,534.00	25
10-L7410-142-01 Professional Salaries - P.T.	134,425.00	6,046.72	50,751.91	0.00	83,673.09	62
10-L7410-142-02 Professional Salaries - P.T.	53,560.00	5,587.50	30,617.10	0.00	22,942.90	43
10-L7410-143-01 Para-Professional Salaries	224,661.32	22,023.26	217,093.77	0.00	7,567.55	3
10-L7410-143-02 Para-Professional Salaries	181,771.00	15,783.07	147,852.04	0.00	33,918.96	19
10-L7410-143-04 Para-Professional Salaries P.T.	0.00	0.00	5,874.20	0.00	-5,874.20	0
10-L7410-143-06 Para-Professional Salaries	65,054.00	5,790.53	55,543.45	0.00	9,510.55	15
10-L7410-144-00 Clerical Salaries - F.T.	155,506.00	12,165.31	118,414.93	0.00	37,091.07	24
10-L7410-144-01 Clerical Salaries - F.T.	0.00	4,916.53	4,916.53	0.00	-4,916.53	0
10-L7410-144-03 Clerical Salaries - F.T.	408,880.00	28,731.11	285,882.40	0.00	122,997.60	30
10-L7410-144-04 Clerical Salaries - F.T.	318,473.00	24,497.95	237,626.62	0.00	80,846.38	25
10-L7410-144-06 Clerical Salaries - F.T.	215,690.00	17,276.32	169,517.09	0.00	46,172.91	21
10-L7410-144-08 Clerical Salaries - F.T.	0.00	0.00	0.00	0.00	0.00	0
10-L7410-145-00 Clerical Salaries - P.T.	70,718.96	3,304.63	35,469.97	0.00	35,248.99	50
10-L7410-145-01 Clerical Salaries - P.T.	19,120.92	0.00	0.00	0.00	19,120.92	100
10-L7410-145-02 Clerical Salaries - P.T.	35,880.00	3,303.00	21,324.42	0.00	14,555.58	41
10-L7410-145-03 Clerical Salaries - P.T.	275,158.00	14,140.98	141,439.56	0.00	133,718.44	49
10-L7410-145-04 Clerical Salaries - P.T.	7,700.00	0.00	412.38	0.00	7,287.62	95
10-L7410-145-06 Clerical Salaries - P.T.	62,712.00	4,216.50	39,247.30	0.00	23,464.70	37
10-L7410-146-02 Page Salaries	83,018.00	7,132.00	60,863.95	0.00	22,154.05	27
10-L7410-146-03 Page Salaries	80,614.00	9,695.39	92,434.20	0.00	-11,820.20	-15
10-L7410-147-05 Custodial Salaries - F.T.	335,975.00	26,184.03	253,669.14	0.00	82,305.86	24
10-L7410-148-05 Custodial Salaries - P.T.	40,320.00	4,217.29	26,698.92	0.00	13,621.08	34
10-L7410-149-07 Security Salaries	410,468.20	26,238.79	261,193.88	0.00	149,274.32	36
10-L7410-150-05 Courier Salaries - F.T.	49,970.00	4,008.58	39,529.19	0.00	10,440.81	21
10-L7410-200-00 Furniture & Equipment	3,000.00	0.00	436.00	0.00	2,564.00	85
10-L7410-200-01 Furniture & Equipment	5,000.00	0.00	0.00	0.00	5,000.00	100
10-L7410-200-02 Furniture & Equipment	600.00	0.00	462.80	119.99	17.21	3
10-L7410-200-03 Furniture & Equipment	2,000.00	0.00	401.83	675.62	922.55	46
10-L7410-200-04 Furniture & Equipment	300.00	0.00	0.00	0.00	300.00	100
10-L7410-200-05 Furniture & Equipment	1,000.00	0.00	0.00	0.00	1,000.00	100
10-L7410-200-06 Furniture & Equipment	3,000.00	0.00	0.00	0.00	3,000.00	100
10-L7410-200-08 Furniture & Equipment	0.00	0.00	0.00	0.00	0.00	0
10-L7410-201-00 Computer Equipment	42,627.00	2,997.00	32,605.54	8,991.00	1,030.46	2
10-L7410-201-05 Computer Equipment	1,000.00	0.00	0.00	0.00	1,000.00	100
10-L7410-201-06 Computer Equipment	5,500.00	0.00	4,696.24	760.54	43.22	1
10-L7410-201-07 Computer Equipment	6,000.00	0.00	0.00	0.00	6,000.00	100
10-L7410-410-01 Books - Adult	180,000.00	17,156.81	80,850.05	35,511.61	63,638.34	35
10-L7410-410-02 Books - Children	129,500.00	16,936.37	68,963.16	30,771.53	29,765.31	23
10-L7410-411-01 Services And Annuals	7,000.00	2,723.00	4,548.27	0.00	2,451.73	35
10-L7410-412-01 Database	43,000.00	0.00	9,995.34	4,000.00	29,004.66	67
10-L7410-413-02 Books (Teen /Ya)	14,000.00	1,197.00	8,802.79	3,780.97	1,416.24	10
10-L7410-413-04 Bindery Expense	18,000.00	0.00	3,342.46	0.00	14,657.54	81
10-L7410-415-01 Periodicals	12,000.00	1,538.57	9,021.12	0.00	2,978.88	25

**BUDGET REPORT BY FUND - EXPENDITURE**

Finkelstein Memorial Library

FY 2025-2026

Fiscal Year Start Date: 07/01/2025

Ideal Remaining Percent: 25 %

Current Period End Date: 03/31/2026

Account	Budgeted	Current	Year To Date	Encumbrance	Remaining Balance	PCT
10-L7410-415-02 Periodicals	250.00	0.00	244.07	0.00	5.93	2
10-L7410-417-00 Computer Software	1,000.00	0.00	0.00	0.00	1,000.00	100
10-L7410-417-02 Computer Software	0.00	0.00	0.00	0.00	0.00	0
10-L7410-417-06 Computer Software	3,200.00	237.92	642.92	751.68	1,805.40	56
10-L7410-418-01 Video Games	1,500.00	0.00	0.00	0.00	1,500.00	100
10-L7410-420-01 Audio - Compact Discs	1,000.00	0.00	0.00	0.00	1,000.00	100
10-L7410-420-03 Audio - Compact Discs	2,000.00	75.69	726.91	588.25	684.84	34
10-L7410-420-08 Audio - Compact Discs	0.00	0.00	0.00	0.00	0.00	0
10-L7410-422-01 Video - Dvd'S	3,000.00	0.00	2,000.00	0.00	1,000.00	33
10-L7410-422-02 Av/ Dvd/ Cd	400.00	0.00	191.89	197.86	10.25	3
10-L7410-422-03 Video - Dvd'S	10,000.00	445.32	6,136.20	1,399.74	2,464.06	25
10-L7410-422-08 Video - Dvds	0.00	0.00	0.00	0.00	0.00	0
10-L7410-424-01 Audio Books	10,000.00	0.00	0.00	0.00	10,000.00	100
10-L7410-424-02 Audio Books	4,500.00	0.00	1,831.30	1,191.11	1,477.59	33
10-L7410-425-01 Digital Downloads	60,000.00	5,710.75	51,394.33	267.97	8,337.70	14
10-L7410-425-03 Digital Downloads	1,000.00	0.00	0.00	0.00	1,000.00	100
10-L7410-425-08 Digital Downloads	0.00	0.00	0.00	0.00	0.00	0
10-L7410-426-01 Museum Passes	9,000.00	1,700.00	3,969.00	2,000.00	3,031.00	34
10-L7410-428-06 Minor Equipment - Computers	13,500.00	281.53	8,540.12	754.73	4,205.15	31
10-L7410-428-07 Minor Equipment-Computers	1,000.00	0.00	0.00	0.00	1,000.00	100
10-L7410-429-00 Minor Equipment	4,940.00	0.00	3,619.42	0.00	1,320.58	27
10-L7410-429-01 Minor Equipment	1,300.00	0.00	1,026.99	0.00	273.01	21
10-L7410-429-02 Minor Equipment	6,500.00	94.99	1,104.89	4,749.63	645.48	10
10-L7410-429-03 Minor Equipment	2,000.00	0.00	0.00	0.00	2,000.00	100
10-L7410-429-04 Minor Equipment	500.00	0.00	0.00	0.00	500.00	100
10-L7410-429-05 Minor Equipment	1,000.00	0.00	189.99	0.00	810.01	81
10-L7410-429-06 Minor Equipment	10,000.00	194.97	4,608.18	4,983.18	408.64	4
10-L7410-429-07 Minor Equipment	2,000.00	0.00	0.00	0.00	2,000.00	100
10-L7410-429-08 Minor Equipment	0.00	0.00	0.00	0.00	0.00	0
10-L7410-430-00 Library Supplies	1,500.00	0.00	287.91	0.00	1,212.09	81
10-L7410-430-01 Library Supplies	5,000.00	214.46	1,026.35	16.00	3,957.65	79
10-L7410-430-02 Library Supplies	3,500.00	675.12	2,010.76	279.99	1,209.25	35
10-L7410-430-03 Library Supplies	3,600.00	325.38	2,278.08	83.92	1,238.00	34
10-L7410-430-04 Library Supplies	16,000.00	572.35	6,533.67	4,882.41	4,583.92	29
10-L7410-430-06 Library Supplies	1,300.00	161.40	1,061.57	91.49	146.94	11
10-L7410-430-08 Library Supplies	0.00	0.00	0.00	0.00	0.00	0
10-L7410-431-06 Telecommunications	48,800.00	2,791.52	28,914.57	10,683.87	9,201.56	19
10-L7410-432-00 Office Supplies	17,259.00	891.31	9,779.00	1,296.28	6,183.72	36
10-L7410-433-00 Postage & Freight	18,000.00	105.03	8,134.59	7,367.09	2,498.32	14
10-L7410-434-00 Programs - Literacy	45,000.00	0.00	22,500.00	0.00	22,500.00	50
10-L7410-434-01 Programs	32,000.00	1,800.00	17,129.00	12,419.95	2,451.05	8
10-L7410-434-02 Programs	21,500.00	4,049.71	19,944.02	700.00	855.98	4
10-L7410-435-00 Publicity & Publications	12,000.00	50.00	2,085.00	6,730.00	3,185.00	27
10-L7410-435-02 Programs - Young Adult	7,750.00	314.74	5,880.67	800.00	1,069.33	14
10-L7410-435-03 Publicity & Publications	2,500.00	0.00	1,866.63	0.00	633.37	25
10-L7410-436-00 Computer Network - Anser	120,000.00	0.00	97,698.26	0.00	22,301.74	19
10-L7410-437-02 Grants	0.00	0.00	-3,000.00	0.00	3,000.00	0
10-L7410-438-06 Computer Supplies	1,500.00	0.00	0.00	0.00	1,500.00	100
10-L7410-439-00 Consulting Services	24,000.00	195.00	6,907.00	5,970.00	11,123.00	46
10-L7410-439-06 Training Program	3,700.00	0.00	2,985.00	0.00	715.00	19

BUDGET REPORT BY FUND - EXPENDITURE

Finkelstein Memorial Library

Fiscal Year Start Date: 07/01/2025

FY 2025-2026

Current Period End Date: 03/31/2026

Ideal Remaining Percent: 25 %

Account	Budgeted	Current	Year To Date	Encumbrance	Remaining Balance	PCT
10-L7410-440-04 Book Processing	14,000.00	437.82	4,461.18	3,459.64	6,079.18	43
10-L7410-441-00 Mileage & Travel	7,600.00	83.45	2,427.24	218.14	4,954.62	65
10-L7410-441-01 Adult Services-Mileage	0.00	0.00	0.00	0.00	0.00	0
10-L7410-441-02 Children'S Services-Mileage	0.00	0.00	0.00	0.00	0.00	0
10-L7410-441-03 Circulation-Mileage	0.00	0.00	0.00	0.00	0.00	0
10-L7410-441-04 Technical Services-Mileage	0.00	0.00	0.00	0.00	0.00	0
10-L7410-441-05 Buildings & Grounds-Mileage	0.00	0.00	0.00	0.00	0.00	0
10-L7410-441-06 It-Mileage	0.00	0.00	0.00	0.00	0.00	0
10-L7410-442-00 Meetings, Memberships & Con	27,500.00	2,674.65	22,502.89	4,584.95	412.16	1
10-L7410-442-01 Adult Services-Meetings	0.00	0.00	0.00	0.00	0.00	0
10-L7410-442-02 Children'S Services-Meetings	0.00	0.00	0.00	0.00	0.00	0
10-L7410-442-03 Circulation-Meetings	0.00	0.00	0.00	0.00	0.00	0
10-L7410-442-04 Technical Services-Meetings	0.00	0.00	0.00	0.00	0.00	0
10-L7410-442-05 Buildings & Grounds-Meetings	0.00	0.00	0.00	0.00	0.00	0
10-L7410-442-06 It-Meetings	0.00	0.00	0.00	0.00	0.00	0
10-L7410-442-07 Security-Meetings	0.00	0.00	0.00	0.00	0.00	0
10-L7410-443-00 Payroll Processing	22,000.00	1,867.79	6,926.48	0.00	15,073.52	69
10-L7410-443-04 Technical Services -Maker Spz	13,000.00	0.00	5,016.30	1,857.99	6,125.71	47
10-L7410-444-06 Computer Services	25,000.00	1,200.00	11,877.76	5,200.00	7,922.24	32
10-L7410-445-01 Tech Support & Licenses	1,500.00	0.00	0.00	0.00	1,500.00	100
10-L7410-445-06 Tech Support & Licenses	43,000.00	4,155.33	29,219.00	11,000.00	2,781.00	6
10-L7410-446-00 Equipment Repairs	1,000.00	0.00	0.00	0.00	1,000.00	100
10-L7410-448-00 Credit Card Fees	7,000.00	257.89	2,615.42	0.00	4,384.58	63
10-L7410-449-00 Grant Writing Expenses	0.00	0.00	0.00	0.00	0.00	0
10-L7410-450-00 Utilities	120,000.00	14,249.02	100,808.42	16,032.19	3,159.39	3
10-L7410-450-09 Utilities-Enrichment Center	10,000.00	972.16	3,676.21	2,723.79	3,600.00	36
10-L7410-451-03 Circulation-Service Contracts	2,000.00	0.00	1,427.00	0.00	573.00	29
10-L7410-451-05 Bldg. Maintenance-Service Co	170,000.00	17,974.23	116,135.27	33,997.76	19,866.97	12
10-L7410-451-09 Bldg Maint/Contracts-Enrichme	3,000.00	0.00	0.00	0.00	3,000.00	100
10-L7410-452-05 Building Repairs & Maintenanc	80,000.00	1,805.42	25,805.70	20,879.04	33,315.26	42
10-L7410-452-07 Security Equipment Repairs	5,000.00	0.00	123.07	0.00	4,876.93	98
10-L7410-453-05 Snow Removal Contracts	9,400.00	0.00	3,000.00	0.00	6,400.00	68
10-L7410-454-00 Liability Insurance	130,000.00	0.00	-1,780.88	0.00	131,780.88	101
10-L7410-454-07 Security Contracts	30,000.00	0.00	9,173.84	0.00	20,826.16	69
10-L7410-456-05 Custodial Supplies	25,250.00	1,629.69	19,341.76	915.42	4,992.82	20
10-L7410-457-05 Grounds Supplies	0.00	0.00	0.00	108.35	-108.35	0
10-L7410-458-07 Security Supplies	6,300.00	0.00	4,429.12	142.07	1,728.81	27
10-L7410-460-09 Enrichment Center	22,500.00	0.00	0.00	0.00	22,500.00	100
10-L7410-461-05 B&G- Gas For Van	3,000.00	106.96	2,043.52	500.58	455.90	15
10-L7410-470-07 Security-Training	4,000.00	0.00	0.00	0.00	4,000.00	100
10-L7410-900-00 Sewer Taxes	11,000.00	0.00	10,935.82	0.00	64.18	1
10-L7410-901-00 Annual Budget Vote	16,000.00	0.00	0.00	793.00	15,207.00	95
10-L7410-903-00 Professional & Legal Fees	54,500.00	5,250.00	10,758.50	5,919.50	37,822.00	69
10-L9010-800-00 Employees Retirement	640,000.00	0.00	639,405.00	0.00	595.00	0
10-L9030-800-00 Social Security	350,000.00	29,255.05	278,364.80	0.00	71,635.20	20
10-L9040-800-00 Workers Compensation	78,000.00	1,272.04	52,698.67	22,301.33	3,000.00	4
10-L9050-800-00 Unemployment Insurance	7,350.00	12,470.44	12,470.44	0.00	-5,120.44	-70
10-L9055-800-00 Disability Insurance	17,500.00	0.00	6,317.28	0.00	11,182.72	64
10-L9060-800-00 Health Insurance	1,800,000.00	150,409.99	1,126,621.41	0.00	673,378.59	37
10-L9089-800-00 Tuition Reimbursement	2,675.00	0.00	500.00	0.00	2,175.00	81

**BUDGET REPORT BY FUND - EXPENDITURE**

Fiscal Year Start Date: 07/01/2025  
Current Period End Date: 03/31/2026

Finkelstein Memorial Library  
FY 2025-2026  
Ideal Remaining Percent: 25 %

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<b>Account</b>	<b>Budgeted</b>	<b>Current</b>	<b>Year To Date</b>	<b>Encumbrance</b>	<b>Remaining Balance</b>	<b>PCT</b>
General Fund Subtotal	10,065,846.40	710,701.17	6,852,367.63	283,450.16	2,930,028.61	29
<b>Report Total Expenditure</b>	<b>\$10,065,846.40</b>	<b>\$710,701.17</b>	<b>\$6,852,367.63</b>	<b>\$283,450.16</b>	<b>\$2,930,028.61</b>	<b>29</b>

**BUDGET REPORT BY FUND - REVENUE**

Finkelstein Memorial Library

Fiscal Year Start Date: 07/01/2025

FY 2025-2026

Current Period End Date: 03/31/2026

Ideal Remaining Percent: 25 %

Account	Budgeted	Current	Year To Date	Encumbrance	Remaining Balance	PCT
Fund: 30 Capital Fund						
30-H2401-000-00 Interest Income	0.00	13,001.18	66,385.43	0.00	-66,385.43	0
30-H2705-000-00 Gifts & Donations	0.00	0.00	500.00	0.00	-500.00	0
30-H2771-000-00 Grant Revenue	0.00	86,323.00	212,448.00	0.00	-212,448.00	0
30-H9810-000-00 Grants	0.00	347,203.00	347,203.00	0.00	-347,203.00	0
Capital Fund Subtotal	0.00	446,527.18	626,536.43	0.00	-626,536.43	0
<b>Report Total Revenue</b>	<b>\$0.00</b>	<b>\$446,527.18</b>	<b>\$626,536.43</b>	<b>\$0.00</b>	<b>-\$626,536.43</b>	<b>0</b>

**BUDGET REPORT BY FUND - EXPENDITURE**

Finkelstein Memorial Library

Fiscal Year Start Date: 07/01/2025

FY 2025-2026

Current Period End Date: 03/31/2026

Ideal Remaining Percent: 25 %

Account	Budgeted	Current	Year To Date	Encumbrance	Remaining Balance	PCT
<b>Fund: 30 Capital Fund</b>						
30-H1620-200-00 Boiler Project	0.00	0.00	21,278.10	0.00	-21,278.10	0
30-H1620-295-00 Folding Wall	0.00	0.00	0.00	34,800.00	-34,800.00	0
30-H1620-660-00 Addition	0.00	86,323.00	218,573.00	25,500.00	-244,073.00	0
30-H1620-680-00 Geothermal	0.00	0.00	12,880.00	12,880.00	-25,760.00	0
30-H1620-700-00 Security Camera	0.00	0.00	45,759.18	0.00	-45,759.18	0
30-H1620-710-00 Badge Readers System	0.00	0.00	22,211.56	0.00	-22,211.56	0
30-H1620-800-00 2Nd Floor Bathroom	0.00	0.00	0.00	8,600.00	-8,600.00	0
Capital Fund Subtotal	0.00	86,323.00	320,701.84	81,780.00	-402,481.84	0
<b>Report Total Expenditure</b>	<b>\$0.00</b>	<b>\$86,323.00</b>	<b>\$320,701.84</b>	<b>\$81,780.00</b>	<b>-\$402,481.84</b>	<b>0</b>

**Finkelstein Memorial Library**  
**Financial Summary**  
**May 2026**

**Overall**

**-2025-2026 -**

**-April 2026 YTD expenses of \$7,912.7K at 79% of our annual budget**

**-Includes encumbrances**

**New Business**

**-\$1M transfer from NYLAF to M&T may be required**

**-Balance of ERCSD funds to be collected May 28, 2026**

**-Budget Vote-flat budget will create cuts in service levels**

**-Purchasing power for library has been degraded**

**Other Items of Interest**

**-2024/2025 Audit in Process**

STATISTICAL REPORT

APRIL 2026				CUMULATIVE		DIFFERENCE
	2026	2025	DIFFERENCE	2026	2025	
ADULT BOOKS	17,776	19,438	-1,662	72,745	222,280	-149,535
YOUNG ADULT BOOKS	2,745	1,681	1,064	11,212	25,314	-14,102
JUVENILE BOOKS	20,306	20,805	-499	85,130	258,382	-173,252
ILL-SEAL/OCLC (requested)	0	11	-11	13	198	-185
ILL-SEAL/OCLC (loaned)	5	4	1	58	56	2
ILL ANSWER-borrowed	3,364	3,480	-116	14,956	38,915	-23,959
ILL ANSWER-loaned	3,804	4,241	-437	14,798	40,952	-26,154
CHECK IN- DISCHARGE	51,724	58,486	-6,762	210,612	669,170	-458,558
SERIALS	285	287	-2	1167	3,539	-2,372
AUDIOBOOK	89	67	22	367	1,188	-821
MUSIC CD	108	68	40	500	1,419	-919
CD-ROMS	0	6	-6	6	16	-10
DVD-VIDEO	1,353	1,944	-591	6,520	22,253	-15,733
BLU RAY DISCS	39	75	-36	137	4,935	-4,798
VIDEOGAMES	44	51	-7	138	576	-438
EQUIPMENT	96	118	-22	316	1,179	-863
<b>TOTAL CIRCULATION</b>	<b>101,738</b>	<b>110,762</b>	<b>-9,024</b>	<b>418,675</b>	<b>1,290,372</b>	<b>-871,697</b>
<b>REFERENCE QUESTIONS</b>						
ADULT	1,290	1,570	-280	4,740	15,844	-11,104
JUVENILE	685	900	-215	3002	9,755	-6,753
AUDIO VISUAL	36	48	-12	136	431	-295
IT SERVICES	365	246	119	1339	2,679	-1,340
<b>TELEPHONE ASSISTED</b>						
ADULT	1,897	2,908	-1,011	7,866	25,632	-17,766
JUVENILE	37	54	-17	158	639	-481
AUDIO VISUAL	1	2	-1	8	20	-12
IT SERVICES	158	119	39	515	1,174	-659
# OF JUV. PROGRAMS	34	42	-8	154	474	-320
ATTENDANCE	418	565	-147	2651	15,937	-13,286
# OF ADULT PROGRAMS	36	8	28	150	337	-187
ATTENDANCE	699	313	386	3,138	10,124	-6,986
MAKERSPACE (AS & YS)	12	0	12	30	49	-19
MAKERSPACE ATTENDANCE	82	0	82	233	174	59
ESL PROGRAMS	40	5	35	83	34	49
ATTENDANCE	688	593	95	1629	3,744	-2,115
FML GENERAL PROGRAMS	0	0	0	0	0	0
ATTENDANCE	0	0	0	0	0	0
INCLEMENT WEATHER CLOSURES	0	0	0	0	0	0
HOURS USED	0	0	0	0	0	0
INSIDERS CLUB-deliveries homes	36	41	-5	165	378	-213
INSIDERS CLUB-deliveries items	220	152	68	829	1,441	-612
Pick Up-Wesley Hills patrons	167	183	-16	731	2,134	-1,403
WEB SITE VISITS	11,454	12,468	-1,014	47,180	153,770	-106,590
MUSEUM PASSES	42	61	-19	114	417	-303
EV Station Total Transactions	66	N/A	N/A	188	N/A	N/A
EV Station KW Hours	2,011.71	N/A	N/A	6,723.95	N/A	N/A
EV Station Profit	\$186.07	N/A	N/A	\$823.40	N/A	N/A
FML ATTENDANCE	14,396	14,657	-261	54,737	178,367	-123,630

REGISTRATION REPORT FOR APRIL 2026

	PREVIOUS REGISTRATION	NEW REGISTRATION	TOTAL REGISTRATION
ADULT	41,860	103	19,482
JUVENILE	5,934	180	5,601
NON RESIDENT	9	0	6
<b>TOTAL</b>			<b>25,476</b>

Online Application: 2

## Director's Report May 2026

I renewed our registration with Sam.gov so we can continue to apply for federal grants. I also renewed our SFS registration for NY State grants other than construction through DLD. We are in a bit of a crunch to get the first phase of the project done due to the length of time it took to get our permits. We have until September 2027. If we stop now or fail to complete the project within the proscribed time period and guidelines, we will not only lose the \$2 million grant, but we will also have to pay back the \$350,000 already spent and we will not be eligible for additional federal or state grants for ten years (including those we are already approved for). Don't worry, I am on top of it.

I met with Aron Wieder to update him on the construction and request any financial assistance he can provide.

The 4.5% budget failed so we have to do a revote at tax cap. The 2% increase will actually be a decrease in our spending ability due to mandatory increases in other bills. We have plans to offset this with cuts to professional development, programming, furniture and supplies, but will need to make other severe cuts such as being closed on weekends over the summer to make up the rest of the gap.

I drafted the requested protocol for the establishment of new positions based on current practice and sent it to the attorney for review.

I facilitated a leadership SIG (special interest group) at SENYLRC (Southeastern New York Library Resource Council) on preparing for, and recovery from, disasters. This is the third time I have been asked to run this group, and they have requested I run another in June.

With Richard Morbeth, I presented at SENYCON on the Second Chance High School, and got the opportunity to explore the Rover, the mobile library run by the Poughkeepsie library district. This was the true value of attending because I got to see how they are able to use a relatively small vehicle to provide mobile library services to a large area.

Most of our weeding efforts this month and for the immediate future will be focused on weeding directly from mending carts.

During April, Adult Services staff answered 1,290 in house reference questions, responded to 1,897 telephone calls and to 138 in house 'direction' inquiries. We had 352 sign-ins for study rooms.

The employees in Adult Services who signed up to become passport acceptance agents completed phase II training and will continue hands on training for each agent based on their availability. In April, we received 25 calls and 3 in person inquiries about passports and, based on staff availability, we were able to accept 18 applications. Accepted applications were sent for processing in time. We collected a total of \$800 as acceptance fees. Kyle completed 6 passport applications and estimated that the average time needed to assist with each application was about 1 hr and 15 minutes. Many people have complex issues as well as

incomplete documentation related to their specific circumstances. With more practice each application will take less time. Both Dipa and John have completed passport applications as well under George's supervision.

Richard attended the Health & Wellness Fair by JAMCCAR, on Sat. April 18, at the Palisades Center Mall in West Nyack, NY, (for 2^^ Chance H.S. recruiting): (on his own time). In collaboration with Maria Vanessa, who prepared flyers for publicity, Richard delivered and emailed letters and flyers to community leaders, to announce: Literacy Solutions' recruitment for Haitians, for Spring 2026 ESOL classes; 2026 VITA Tax-Aide at FML; list of upcoming Adult Services and programs for Winter and Spring 2026 at FML.

There were 9 Makerspace programs which had a total of 74 attendees.

Celia, case manager from Literacy Solutions, is now here every Monday from 10-7 pm in Study Room 7 on the 2nd floor. Celia is available on Wednesday mornings as well, and can answer questions about citizenship, ESL classes and most anything having to do with Literacy Solutions. She is fluent in Spanish. She helps clients fill out forms for social services, benefits and job applications. In April, she saw 96 clients over 23 sessions providing a total of 45 distinct services.

There were 4.5 hours spent tutoring one student over 3 sessions.

There were 3 Citizenship classes teaching 25 students. ESL classes began March 2nd in the Founders Room 4 days a week, Fielding Room (Monday and Wednesday) and in the Small House 4 days a week.

There were a total of 688 students and 40 Sessions in the ESOL Classes in April.

Low Beginning (French Creole) had 8 Sessions and 102 Students.

Low Beginning Literacy (Spanish) had 8 Sessions and 229 Students.

Low Beginning had 8 Sessions and 145 Students.

High Beginning had 8 Sessions and 107 Students.

Intermediate had 8 Sessions and 105 Students.

Celia visited all the ESL classes to tell the students what services she provides and we hope they will take advantage of them. The manager of the tutor program has been sending 2 copies of *Easy English* news which we have been buying for the tutors for years. Paul spoke with her and asked if she still wanted the library to keep a copy for the tutors. She said Literacy Solutions will know in June when they look at their budget and will let him know.

Approximately 136 documents for 93 patrons were notarized in April. Kyle helped 3 patrons with Tech help and setup for eReader services in April.

Richard has begun work on the Time Capsule project. (For those who weren't here, a time capsule was buried in Memorial Park in the mid 40s and dug up 50 years later. It had been sitting in an insurance office until Larry Beckerlee recovered it and donated it to the library). He is working on digitizing the Time Capsule information. He has registered for a Digital Archiving

class. As next year (2027) will be the 125<sup>th</sup> anniversary of the Village of Spring Valley, Maria Vanessa and I have spoken to the Mayor about doing a display of time capsule contents and working in conjunction with whatever celebrations they have planned.

As we continue our in house trial of 'Engaged Patrons' a new and interesting feature popped up – a statistical report for our Author Alerts service:

Patrons currently using the service: 2

Total number of alerts across all patrons: 21

Alerts sent in Apr 2026:15

Unique authors being tracked: 20

Despite our continued unpredictable weather, 141 seed packets were given out in April.

April was another busy Insider's month in terms of net items sent to patrons: specifically 220 books, DVDs, and BCDs to 36 households. John B carefully selects the materials for the patrons based on their instructions. He also did the April book display, which was poetry themed as it was National Poetry Month.

There is also an ongoing book display on the 2<sup>nd</sup> floor. Well reviewed books, mainly older titles, that have not recently been checked out are added to the "Reviewer's Choice" shelf located on display carts to the right of the reference.

Judy Elyse and Juliana attended the 'Library of Things' webinar on April 13. Elyse found a grant for starting this type of collection and is continuing to look into the feasibility space and budget wise.

Judy attended a Kanopy update webinar on Wednesday April 29. Kanopy is the movie streaming service.

#### Museum Highlights:

The Jewish Museum has an ongoing Exhibit until July 26, 2026: *Paul Klee: Other Possible Worlds* marks the first American museum show to focus on the artist's late work, produced during his last, unsettling decade of life until his death in 1940.

42 Museum Posses were checked out by patrons:

- 9/11 Museum -3
- Boscobel House and Garden-2
- Brooklyn Botanic Garden -2
- Children's Museum of Manhattan -1
- Discovery Museum -1
- Edward Hopper House -2
- Frick Collection -1
- Guggenheim -2
- Hudson Highlands -2

- Intrepid Museum -7
- Jewish Museum -1
- Mid-Hudson Discover -1
- Mohonk Preserve -2
- MoMA -4
- Stamford Museum & Nature Ctr -2
- Stepping Stones -3
- Storm King Art Center -3
- Westchester Children's -3

Storm King Art Center opened for the season on April 1st.

RCLS has finalized the system wide subscription to the New York Times online so that is one expense we will be saving on.

#### YS Program Highlights (in Library)

- **Crafty Creations- Flower Pot:** The kids had a great time with coloring their own flower pots, and then filling them up with soil and seeds. We had a great turn out with 15 kids. Parents thanked us for having these types of programs available for them.
- **Sew Simple- Pencil Case:** We had 5 participants this month, two of whom were brand new to the program. They gave kids the opportunity to sew their first zipper and make boxed corners. Starting next fall, Dianne is considering having a one hour Intro to Sewing Machines class that kids would need to take before signing up for any actual projects. That way we can make classes shorter than two hours, which is a lot for a school night.
- **Teen Makers for a Cause:** Teens made seed balls and learned how you can use them. They were able to make over 40 seed balls for donation.
- **Pasta-tively Amazing:** Nine teens came to the program and they all made their own dough to varying levels of success, and they all enjoyed eating their pasta. Marvin and Angel (our teen chefs from BOCES and our own Pages) did an excellent job demonstrating to the teens how to mix the eggs and flour as well as going around to help the teens as needed.
- **Pomona Middle School Library Visit -** Dianne Aimone hosted a library tour/ storytime and craft for a class from PMS's Special Ed program which was very well received.

#### YS Outreaches (programs/presentations)

- **ERCSD Family University:** Jessica presented at Family University on April 15th. While the main focus of the session was adult education, we were invited for the opportunity to begin promoting Summer Reading. Jessica was also able to support the AS presentation on Richard's high school diploma program, ESL, and citizenship classes by posting links to our website in the chat while each point was discussed.
- **MLK Center Visit:** Isabelle brought the juggling sticks, which are always a huge hit. It could be due to the fact that it is something that they are not usually exposed to. Having a unit in elementary school gym class about circus arts is not something you would

typically find in an elementary school, so it makes learning to juggle an exciting thing for the kids.

- Hempstead Breakfast with the Principal: Isabelle and Michelle gave a presentation for the families that were there. The presentation went really well and we even had parents scanning the QR codes as we were giving the presentation. They also added a little bit about 1000 books before kindergarten towards the end since there were some parents there with either babies or kids still too young for school.
- Spring Valley Easter Egg Hunt: Dianne attended this year's village egg hunt with Tammy at Memorial Park.
- Eldorado Test Prep Night: Dianne visited Eldorado to talk to parents about the library on their Test Prep night. The program was well attended and well over a hundred parents and children showed up. Dianne gave out library card flyers before and after the event, and Principal Georges himself introduced her and made sure everyone knew to stop by the library table.
- We also had our regular monthly visits to Kidsnet, West Street (Littles), West Street (Bigs), SVHS, and Headstart.

#### YS Miscellaneous Updates

- Our annual ERCSD library card project has been completed by circulation and the cards have been dropped off, as have our SRC banners, to the district office.
- Dianne, Sabine and Tammy, have been working on prepping for the library-wide America 250 program for the summer.
- The volunteer SignUp for Summer 2026 is completed and Dianne is ready for our next round of orientations as we get ready for summer. For now, she has increased the number of General Volunteer spots until the end of the volunteer season, due to so much SRC-related decor that we need them to prepare. Chris in IT has made the summer volunteer page live and we already have 12 teens registered for summer.
- Joanne Louis-Paul with the Spring Valley Placemakers will be holding her Community Weave program for our volunteers on May 12 after school.
- Dianne and Sabine are working on grant leads to order more Launchpad Quests.
- Amy, and Sue have been working on the logistics for FML's Library Card Art Design Contest that will be held this July for kids and teens to have the chance to create our new library card design.
- Jessica received an email from Woodbury Public Library to ask about building up Woodbury's Yiddish collection. she also provided some tips for building a Yiddish collection without necessarily having a Yiddish speaker on staff.
- The FT/PPT YS staff had their annual meeting to go over our summer reading presentation for the upcoming ERCSD school visits. After making the slideshow and English script, Jessica inserted Michelle's pre-recorded Spanish clips onto each slide.
- Michelle had a lovely conversation with the mother of a teen volunteer. Kristie has been coming to the library for years, and is a volunteer for Reading Buddies. Her mom stated that she loves all the programs we have for all the different ages, and has even taken advantage of the adult programs such as ESL classes, defensive driving class for herself.

She stated that Kristie loves coming to the library, and can not wait to start volunteering for SRC again this summer.

- For National Library Workers' day, Sabine put together two posts highlighting staff at the Finkelstein Library. One post featured folks from different departments and what they do at the library in connection to the YS experience for families, the other focused on the Youth Services Staff.
- Sabine noticed she was getting a lot of questions about ESL for kids and teens so on her own initiative offered to create a brochure with all our various YS in library and digital resources to help ELL, such as wonderbooks, ELL launchpads, Bilingual AWEs, our world language collections, and more. She then was able to translate it into Spanish and Creole. Already we've had to refill the brochures that are printed out as patrons are taking them. What a great resource guide!
- We completed our group and individual staff promotional pictures for SRC that Sabine will debut with book lists throughout the summer on Instagram. Sabine is doing an excellent job of setting up photos captioning posts and really finding fun ways to connect our community to YS. She brings great creative direction.
- Mark made a nice unified template for our halfpage individual program flyers this summer and also developed a new style for the SRC flyers. Mark's skills with marketing, promotion, and developing quality materials has really grown a lot. We are lucky to have him doing marketing for YS.
- We continue working through the mending books. Many of the Jewish graphic novels have to be discarded after many attempts at gluing the spine and taping the torn pages.

#### YS Monthly Statistics

##### Reference Stats:

Telephone Calls: 37  
 Reference Questions: 685  
 Directional: 78  
 Technical Assistance: 27

##### Volunteer Statistics:

Number of Volunteers: 24 - Total Hours: 36

##### Room Count:

Total Number of Patrons in Children's Room: 3,929  
 Total Number of Patrons in Teen Room: 469

##### Device Statistics:

Children's Computers: 79  
 YA Computers: 38  
 AWE Computers: 293  
 Chromebook: 2

##### Total Program Statistics:

1. Number of Children's Programs: 28 - Total Attendance: 393
2. Number of Teen Programs: 6 - Total Attendance: 25
3. Number of Makerspace Programs: 3 - Total Attendance: 8

#### In-Library Programs:

1. Baby Lap Time (session 1 - 2 attendees), (session 2 - 15 attendees), (session 3 - 15 attendees) - Total Attendance: 32
2. Reading Buddies (session 1 - 1 attendees), (session 2 - 7 attendees), (session 3 - 5 attendees), (session 4 - 9 attendees), (session 5 - 6 attendees), (session 6 - 5 attendees) - Total Attendance: 33
3. Toddler Time (session 1 - 19 attendees), (session 2 - 12 attendees), (session 3 - 18 attendees) - Total Attendance: 49
4. Buddies Book Club - Total Attendance: 0
5. Battle of the Books Team Meeting - Total Attendance: 1
6. Crafty Creations: Spring Art - Total Attendance: 9
7. Family University - Total Attendance: 40
8. Let's Get Crafty: Flower Pot - Total Attendance: 20
9. Music Together with Moon River Music Rockland - Total Attendance: 5
10. Pasta-tively Amazing! - Total Attendance: 9
11. Sew Simple: Pencil Case - Total Attendance: 5
12. Teen Makers: Seed Balls - Total Attendance: 3

#### Outreach Programs:

1. Headstart Storytime Visit - Total Attendance: 36
2. Hempstead Principal Breakfast - Total Attendance: 25
3. Kidsnett Storytime Visit - Total Attendance: 22
4. MLK Visit: Bigs - Total Attendance: 22
5. MLK Visit: Littles - Total Attendance: 16
6. Spring Valley High School Visit - Total Attendance: 4
7. West Street Storytime Visit: Bigs - Total Attendance: 41
8. West Street Storytime Visit: Littles - Total Attendance: 22

#### Passive Programs:

1. 1000 Books Before Kindergarten - Total Attendance: 7
2. Children's Room - Total Attendance: 9
3. Teen Room - Total Attendance: 2

The cameras for the Front Parking area and the camera in the Fielding room have been activated, and we now have good coverage of the areas.

Beginning this month, John has been sitting in at the meetings to provide Security for the Staff and Board members. He will continue to be present or be sure to have one of the Security Aides at the meetings.

John and Beth have been working on the new disaster plan. We do have one, but our goal is to have it updated by January 1, 2027.

the initial conductivity test for the geothermal project failed because of a faulty heating element in the test cube and had to be re-done.

A representative from the new insurance company used by the library will be setting up the required building inspection

The landscaping contractor came to do the annual mulching and replacement of the concrete wheel stops. He also painted them and repainted the concrete bollards.

We had problems with the staff bathroom in YS - it was severely clogged and backed up. Rae called the plumber and he came with the high powered snake and punched through the clog. He said that the issue is also that the flushometers seem to be malfunctioning and not allowing for the tanks to fill properly with water, and as a result when the toilet is flushed there is not enough water or pressure to flush the waste through pipes and into the main sewer line. Rae will follow up about buying the parts to do the repair if he feels it is a viable option and will continue to monitor toilets in the meantime.

Rae followed up with R. Rowe on possibility of having to relocate outside cable that's connected to outside exterior wall of the building that provides internet and cable services to the library; this will have to be done prior to breaking ground for the expansion project; he said he would call the company to see how they want to address this issue.

Our Engineer posted and sent the notices for the upcoming Planning and Zoning Board Meetings scheduled for April 15th & 16<sup>th</sup> respectively; these board meetings are for the approval of the FML Expansion Project; the notices are required to be posted on site at least 5 days prior to the meetings taking place

Landscapers also did some patch repair work on 3 crumbling sections of curbs around the islands at the main parking lot entrance and parking lot front retaining wall;

The VCAN reps finally came. to install their equipment into the office pod on the 3<sup>rd</sup> floor. The pod was locked and secured and now is ready for its intended use.

We finally received Conductivity Test Results from C. Hancock

Renew Restoration came in to perform air quality test for maker space and provide recommendations.

OLA engineers reviewed the geothermal test well findings report and determined that we would need no more than 15 wells in total to achieve our desired heat recall for the new addition; much less than the anticipated 20-25 wells.

Galway crew completed the concrete stairs repair approved at the March board meeting.

Rae put out a request for proposals for the excavation and bushes removal needed to clear out space for a new self - sustaining Eco-garden to be planted sometime in May, our landscaper came out to do a walkthrough and review the work necessary.

Adult Services Programs April 2026

Yoga- April 6, 24 attendees, \$80.  
 Yoga - April 13, 23 attendees, \$80.  
 Yoga - April 20, 23 attendees, \$80.  
 Yoga-April 27, 24 attendees, \$80.  
 Zumba - April 9, 14 attendees, \$75.  
 Zumba - April 23, 15 attendees, \$75.  
 Zumba - April 30, 15 attendees, \$75.  
 Knit & Crochet Group - April 7, 6 attendees, free.  
 Knit & Crochet Group - April 14, 6 attendees, free.  
 Knit & Crochet Group - April 21, 6 attendees, free.  
 Knit & Crochet Group - April 28, 6 attendees, free.  
 Soul Line Dancing - April 10, 29 attendees, \$150.  
 Soul Line Dancing - April 24, 32 attendees, \$150.  
 Spring Gatherings & Everyday Meals - April 7, 12 attendees, \$225.  
 Gardening in the Shade - April 21, 16, attendees, \$90.  
 Unforgettable Melody Concert - April 12, 22 attendees, free.  
 Spring Wreaths - April 15, 20 attendees, \$380.  
 Office For the Aging Service Presentation - April 16, 32 attendees, free.  
 Defensive Driving - April 20 & 22, 40 attendees, free.  
 The War Inside: Seeking Serenity in the Shadows - April 26, 31 attendees, \$250.  
 Dr. Carter G. Woodson & The Creation of Black History Month - April 28, 19 attendees, free.  
 Future-Proof Your Career - April 30, 39 attendees, free.

## May Bylaws and Policy Committee Meeting Minutes

**Date:** May 15, 2026

**Time:** 9:22am-10:21am

**Location:** Finkelstein Memorial Library Boardroom/virtual

### **Attendees:**

- Esther Waldman, Committee Chairperson
- Yossi Rubinstein, Trustee
- Darnett Davis, President (virtual)
- Laura Wolven, Director
- Beth Zambito, Assistant Director

### **I. Call to Order**

### **II. Unfinished Business**

#### **1. Options for instructing the Attorney**

- Committee had a discussion regarding how to improve communication with the attorney and transparency on the Board.
- See attached legal memo and Proposed Resolution 1, drafted by committee chair and edited by the committee.

#### **2. Procurement Policy**

- This policy has been under discussion since October 2025, discussed and tabled by the Board in January and February, and by the Committee in April.
- Laura will email the attorney two questions:
  - How does item 2 under “Procedures” align with Comptroller guidance that annual aggregate purchases over \$20,000 and contracts for public works over \$35,000 are subject to competitive bidding.
    - (added after the meeting, to explain why this question came up). In a document titled “Seeking Competition in Procurement,” the Office of the State Comptroller writes, “In determining whether the threshold will be exceeded, the local government or school district must consider the aggregate amount reasonably expected to be expended for “all purchases of the same commodities, services, or technology to be made within the twelve month period commencing on the date of purchase, whether from a single vendor or multiple

vendors... Monetary thresholds may not be avoided by artificially splitting or breaking up contracts into lesser agreements, or entering into a series of agreements, for sums below the dollar thresholds. The same principles against artificially splitting to avoid the monetary threshold should be applied to contracts for public work.”

- Why is the threshold \$5,000 in some places and \$6,000 in others?  
Please clarify.
- Committee discussed the threshold of \$5,000 for prior board approval, and whether that is too high.

### **III. New Business**

#### **1. Remote Work Policy DRAFT**

- Committee discussed the impact of eliminating remote work, including the impact on those who use it most often.
- Committee asked how eliminating remote work will impact programing that happens at night. Director assured that the person in charge of programs can continue to work only 1 night a week, as per the union contract, and other staff can cover the other nights.
- See Proposed Resolution 2

#### **2. Gift and Donations policy DRAFT**

- Committee clarified the meaning of “de minimis”
- See attached draft

#### **3. Security Camera Policy DRAFT**

- Director added two amendments to the original draft that were accepted by the committee
- See attached draft

#### **4. ACH Policy DRAFT**

- No comments by the committee
- See attached draft

#### **5. Social Media Policy DRAFT**

- Committee reviewed the draft but did not have time for discussion
- Table to next Bylaws and Policy Committee Meeting

#### **6. Personnel Policy manual**

- Additional edits presented at the meeting, but the committee did not have time for discussion
- Refer to the whole Board

#### IV. Action Items

- **Approve Proposed Resolution 1**, instructing the attorney, Director, and Board, as to how to communicate with the attorney.
- **Review** response from Attorney related to **Procurement Policy**
- **Approve Proposed Resolution 2**, eliminating remote work effective June 30, 2026
- **Approve** the gifts and donations policy, security camera policy, and ACH policy drafts.
- **Review** the new proposed edits to the Personnel Policy Manual

## May 15, 2026 - Bylaws and Policy Committee Proposed Resolutions

### Proposed Resolution 1 – Attorney Communication:

WHEREAS the current board policy, established on January 7, 2026 is for the Library lawyer to communicate and advise the Library Director, President, and Secretary; and

WHEREAS the Secretary of the Board resigned from said office on April 21, 2026 and no one has been appointed to that office; and

WHEREAS the Board desires more consistent and transparent processes for communication with legal counsel; and

WHEREAS the library has spent \$16,237.50 for legal services rendered between August 2025 and March 2026; and

WHEREAS the library can benefit from the Director receiving timely input on operational matters; and

WHEREAS the Board must be able to work effectively and efficiently with legal counsel to the Library; and

WHEREAS the Board takes their fiduciary responsibility and duty of oversight of public funds seriously;

BE IT RESOLVED that the board policy of the Library lawyer communicating and advising the Library Director, President, and Secretary be repealed; and

BE IT FURTHER RESOLVED that the Director is authorized to work with the attorney on routine operational, personnel, and compliance matters not requiring Board approval, within budget limit of \$10,000 annually, with the director sending a short summary of such advice to the full board on a monthly basis at least three days before each regular board meeting; and

BE IT FURTHER RESOLVED that the Board President is authorized to instruct the attorney to advise on urgent legal matters requiring action before the next scheduled board meeting with the Board President sending a short summary of such advice to the full board on a monthly basis at least three days before each regular board meeting; and

BE IT FUTHER RESOLVED that the attorney is authorized to attend and advise the whole board during all regular Board and Special board meetings and meetings of the Bylaws and Policy Committee, upon the request of the Director, President, and/or Committee Chair; and

BE IT FURTHER RESOLVED that any other instructions are communicated to the attorney by resolution of the full Board which will include who will communicate those instructions to the attorney. If not specified, instructions may be communicated to the attorney by the Board President, Vice President, and/or Director by email, citing the resolution; and

BE IT FURTHER RESOLVED that follow up emails or discussions must include both the Board President and Vice President, unless one has stated that they are unavailable and agrees for the meeting to proceed without them, and Director if specified; and

BE IT FURTHER RESOLVED that the attorney will share legal memos and responses to questions with the Board President, Vice President, and/or Director who will share all legal memos with the Board at least 3 days before the next Board meeting; and

BE IT FURTHER RESOLVED that moving forward, all Board legal communications be archived centrally and accessible to the whole Board; and

BE IT FURTHER RESOLVED that the Director shall work with the attorney to request changes reflecting this approach in the retainer letter, to be reviewed by the Board at the June meeting.

Proposed Resolution 2 – Remote Work:

WHEREAS the Library Director sees the effectiveness benefits of in-office work; and

WHEREAS remote work is not equitably accessible to all employees; and

BE IT RESOLVED that the Board terminates the work from home policy effective as of June 30, 2026; and

BE IT FURTHER RESOLVED that the Director shall inform the staff of this significant policy change, both in writing and at the next few staff meetings, until the new policy goes into effect.

Finklestein Memorial Library Procurement Policy and Procedures	Positions responsible for compliance: Board, Treasurer, Director, Business Manager
Reviewed by the board every: 5 years or less.	Approved by the Board of Trustees in February, 2019, revised on <b>DATE</b>

**Purpose**

This Policy & Procedures govern how the library purchases goods and services ("procurement").

**Policy**

As a "school district public library", the Library follow the below laws governing procurement:

- Education Law 259
- Education Law 226
- The applicable fiscal requirements of Education Law Title II.

The Library also seeks to apply the "internal controls" (good internal practices) advised by the Office of the State Comptroller, who audits public libraries.

At the same time, the Library must be able to make purchases in a timely and responsive manner.

To follow the law while meeting the Library's operational needs, it is the policy of the Library to use the below Procedures.

**Procedures**

1. All expenditures of Library funds (regardless of the source) must be approved by the Board at a meeting with a quorum and recorded in the minutes. Such approval shall be a standing item in the board agenda, and the warrants for approval shall be prepared by the Treasurer and included in the board packet.

2. To enable a steady stream of purchase orders prior to approval for payment, the Director (or an employee designated by the Director) is authorized to order up to \$6,000.00 per transaction from a particular source, up to a total of the amount

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budgeted for the fiscal year. Such transactions shall be initiated via "purchase order" (form attached as "A"), or by a signed contract with the vendor.

3. The Director and Treasurer shall ensure that all funds to be used to pay for goods and services arranged via purchase order are encumbered within 1 business day of the order.

4. With the exception of utility bills, shipping costs, and postage, commitment to pay for goods and services in excess of \$6,000.00 (Six Thousand) must always be pre-approved by the Board, prior to a purchase order. This includes order with contemporaneous payment via EFT, ACH, credit or debit card.

5. The board must vote to approve any contract for \$6,000.00/year and over, including but not limited to contracts for construction, ongoing services, and acceptance of conditional money (grants) to be used to pay for procurements. Consistent with this Policy, the Director may sign contracts up to \$5,999.99/year without a Board vote. The President or Director may sign contracts \$6,000.000/year and up only after approval by the Board. Whenever deemed appropriate by the Board or Director, contracts are reviewed by the Library's attorney prior to board consideration, so the board may rely on the attorney's assessment.

6. All payments except utility bills, shipping costs, and postage must be approved by the board using the warrant form (attached as "B") prior to payment. Utility bills, shipping costs, and postage, must be approved using a warrant form at the meeting following their expenditure.

NOTE: The Library does not maintain petty cash as allowed by Education Law 259.

7. With certain exceptions ("sole source", or when using state-approved contractors), purchases of goods in excess of \$20,000.00 and contracts for public work (e.g. construction) in excess of \$35,000.00 must be acquired in accordance with competitive bidding requirements (starting with a formal "Request for Proposals").

For all procurements in excess of \$5,000.00 for goods and services that are not unique ("sole source"), and do not require competitive bidding, the Library must obtain two written quotes and select the lowest bidder that upon review will provide the best option for the quoted price.

For all procurements in excess of \$10,000.00 for goods and services that are not unique ("sole source") and do not require competitive bidding, the Library must obtain three written quotes, and select the lowest bidder that upon review will provide the best option for the quoted price.

NOTE: For purposes of this section, the total purchases of one type of good or service from one vendor within a fiscal year is one procurement.

For avoidance of doubt:

<b>Amount</b>	<b>Required Process</b>	<b>Exception</b>
Construction over \$35,000.00	Competitive bidding (RFP) Prevailing Wage Rate	Sole source
Goods over \$20,000.00	Competitive bidding (RFP)	Sole source
All procurements \$10,000 and more.	Competitive bidding: three quotes	Sole source
All procurements \$5,000.00 to \$9,999.99	Competitive bidding: two quotes	Sole source
All contracts obligating the Library to \$6,000.00 or more/year	Board must vote to approve prior to signature by the President or Director	None
All contracts obligating the Library to \$5,999.00 or less/year	Director may sign contracts consistent with this Policy	Affiliation agreements, even with no financial obligation, must be approved by the Board.

8. All construction contracts must require the contractor to pay the Prevailing Wage Rate (note: the requirement to pay the Prevailing Wage Rate on service contracts does not apply to public libraries).

9. **When possible**, the Library will use the following internal controls for procurement:

- Where practical, the approval to purchase goods or services should be authorized by personnel other than the employee requesting the purchase.
- When possible, the approval to purchase should also be segregated from the receiving of goods and services.
- All purchasing forms are to be sequentially numbered.

- Complete street addresses and Social Security numbers (or federal tax ID numbers) should be obtained for all vendors and entered into the vendor master file.
- When goods or services are delivered, receiving or packaging slips are to be verified against the quantity, type, and condition of the goods received.
- Amounts received should also be compared to amounts ordered, as described on the purchase requisition or purchase order.
- Verified receiving slips should be forwarded to the person responsible for preparing the claim voucher.
- When possible, the responsibility for the receipt and verification of items ordered should be segregated from the employee who requested or authorized the purchase.
- The Board shall alert the Treasurer in advance as to any underlying documentation it needs to see to evaluate an expenditure for approval.
- All EFT or ACH transactions shall be made using Positive Pay.

It is understood that these are best practices and not legal requirements.

10. For ease of operations, the Library Director is authorized to transfer between budget lines up to \$5,000.00 without prior authorization by the Board; such transfer shall be approved by the board at the regular meeting following it. There is no annual cap on such Director-initiated transfers, but such a transfer shall not be made out of funds designated for personnel-related expenses, for fulfillment of grants, nor capital funding.

11. Before the close of the fiscal year, the Treasurer will review all outstanding encumbrances and determine if amounts designated should be continued, adjusted, or cancelled.

"A"

**PO form**

"B"

**Approval warrant**

## GIFTS and DONATIONS POLICY DRAFT

### A. Gifts and Donations

The Finkelstein Library (the "Library") believes that private giving plays an important role in extending and enriching the services of the Library. The Library accepts gifts (including financial securities), in its sole and exclusive discretion, under the terms and conditions set forth below:

1. Unrestricted gifts may be accepted and used in the sole and exclusive discretion of the Library in accordance with this Policy and/or the Library's Mission Statement, Collection Development Policy, any other relevant planning document(s), and/or as provided by applicable law.

2. Conditional gifts, if accepted by the Library, will be taken on condition that the specific use or restriction requested by the donor is consistent with the mission, goals and objectives of the Library. A conditional gift must be accepted in accordance with the provisions of New York State Education Law Section 257, including, but not limited to, any required vote of the Library's Board of Trustees (the "Board"). Gifts that may result in ongoing costs to the institution, such as staffing or special maintenance, may require Library Board approval and may be rejected for any reason whatsoever.

3. Any gift, including, but not limited to memorial gifts, bequests through a Last Will and Testament, and/or gifts made in or through a trust, may be refused if an expenditure of Library funds and/or staff time is necessary to make the gift usable. The Library does not guarantee the purchase of specifically identified titles with monetary gifts. Donors do not have the right of approval of titles before purchase; however, donors are encouraged to recommend subject areas if desired.

4. Gifts of books, magazines, tapes, etc., may be accepted with the express understanding that the Library reserves the sole and exclusive right to add them to its collection, or to distribute, store, process, donate, transfer, sell, and/or discard any such gift. Gift materials shall meet the same selection standards as purchased materials. The Library reserves the right to determine the retention, location, cataloging treatment, and other considerations related to the use, maintenance, and/or removal of any gift. The Library reserves the right to reject or otherwise refuse any gift, in its sole and exclusive discretion.

5. All gifts, upon acceptance and receipt by the Library, become the absolute and unconditional property of the Library and cannot be returned to the donor for any reason whatsoever. All gifts, including, but not limited to art objects, portraits, antiques, and other collectibles, if accepted, are received only on condition that the Library is free to make any and all decisions regarding any such gift, and that any such gift may be sold, kept, retained, transferred, given away, discarded, and/or otherwise disposed of, in the sole and exclusive discretion of the Library, without notification to the donor. The Library will not automatically replace worn or lost gift items.

6. Donors are granted the same right as other members of the public to access and use materials that they have donated (i.e., materials may be accessed during normal business hours after they have been processed, and in accordance with the Library's then-current rules and regulations). It is the Library's policy not to accept materials "on deposit" or "on loan."

7. With respect to a case where the donor of a gift owns a copyright interest in the donated materials, the donor must assign to the Library their entire copyright interest so that the Library may make broad use of the donated materials to advance its mission. In cases where copyright

interests are owned by third-parties and/or are not transferrable to the Library, it is understood that the Library may nonetheless use the materials in accordance with applicable copyright law.

8. Staff and Trustees shall not accept personal gifts of any kind from a member of the public or vendors, except for small items having a de minimis value, and in such amounts and of such types as may be permitted by applicable law. All other gifts, including tips, must be refused or returned to the sender with an explanation that acceptance of such other gifts or tips is strictly against Library policy.

**Acknowledgement**

The Library attempts to acknowledge each gift. A gift will be formally acknowledged if requested by the donor.

**Recognition of Gifts**

Library bookplates will be placed in library materials purchased with gift funds, format permitting. Programs and services made possible by gift funds will include recognition of such benefactors in the supporting literature. Recognition of gifts may also be made through the Library's newsletter and/or social media. A plaque may be made to recognize property purchased with gift funds exceeding ten thousand (\$10,000) dollars.

**Language Accompanying Gifts and Donations**

The Board reserves the right, in the exercise of its sole and exclusive discretion, to determine whether the language that accompanies any specific memorial gift or donation is appropriate in a public library setting. In making this determination, the Board shall consider all federal and state laws and regulations, including, specifically, those laws and/or statutes which relate to civil rights and non-discrimination. The Board also shall consider standards of acceptability based upon those generally recognized in the Nanuet and Rockland communities to the extent that the Board is able to gauge or recognize such standards.

**Tax Considerations and Valuation**

1. The Library cannot advise prospective donors about legal, tax or financial matters. All prospective donors are encouraged strongly to consult with their own legal, tax and/or financial advisors before making a gift to the Library.
2. Donors are responsible for valuing donated property. The Library will not confirm, appraise, value, and/or estimate the value, of any property that has been donated. The responsibility and cost for any such confirmation, appraisal, valuation, and/or estimate, is the sole responsibility of the donor.
3. Donations of items valued at over five thousand dollars (\$5,000) may require an appraisal by a "Qualified Appraiser." The Library does not pay for such appraisals, nor does it review, validate, and/or authenticate the validity of such appraisals, or otherwise opine as to the value of the donated property. All such appraisals must be completed before the donor's transfer of the property to the Library.
4. Nothing stated or contained in this Policy: (a) shall be deemed to constitute financial, tax, and/or legal advice; and (b) is intended to be construed, or shall be deemed to create, any right

and/or remedy in any third party, including, but not limited to, any donor or any individual affiliated with the Library.

**Security Camera and Video Surveillance Policy DRAFT**

The Library is committed to maintaining a safe and secure environment for patrons, staff, trustees, and visitors while also respecting individual privacy and confidentiality in accordance with New York State law.

Purpose

Security cameras are used to promote the safety and security of Library users, employees, and property; to deter unlawful or inappropriate behavior; and to assist in the investigation of incidents occurring on Library premises. Security cameras are not intended for routine or continuous monitoring of employee performance.

Confidentiality of Video Records

Video recordings that depict identifiable library users accessing Library facilities or services are considered confidential library records and shall be handled in accordance with applicable New York State confidentiality and privacy laws.

Such recordings shall not be released or disclosed except: - With the written consent of the individual depicted; - Pursuant to a subpoena, court order, or duly issued warrant; or - As otherwise required by law.

Use of Security Footage in Employee Matters

Security camera footage shall not be used for routine employee evaluation or constant surveillance.

However, recorded footage may be reviewed and relied upon in connection with: - Investigations of alleged or suspected employee misconduct; - Suspected violations of Library policies or procedures; - Safety incidents or threats; - Theft, damage to property, or other security-related concerns; regardless of whether a formal charge or complaint has been filed, provided that:

- The footage was lawfully obtained;
- The camera was located in an area where there is no reasonable expectation of privacy;
- and - The review is limited to footage reasonably related to the matter under review.

Nothing in this policy authorizes the use of security cameras for discriminatory, retaliatory, or targeted monitoring of any employee.

Access to Security Camera Footage

Access to live or recorded security camera footage is strictly limited and permitted only for legitimate Library purposes.

Authorized access is limited to:

- Library Director
- Assistant Director
- Head of Security
- Deputy Head of Security

The Head of IT shall have access as needed for technological assistance and troubleshooting, but shall not view the footage except as allowed by the confines of this policy.

The Board of Trustees may view specific footage only upon adoption of a duly passed resolution that: - Identifies the specific date, time, and duration of the footage requested; and - States the legitimate purpose for such access.

Unauthorized viewing, copying, dissemination, or discussion of security footage is strictly prohibited.

Retention and Storage

Security camera recordings shall be securely stored and protected against unauthorized access.

- Routine footage not required for a specific security, investigative, or legal purpose shall be automatically erased or overwritten after no more than three (3) months.
- Footage retained due to a documented incident, investigation, or legal requirement shall be preserved in accordance with the applicable Local Government Records Retention and Disposition Schedule (LGS-1).
- Footage depicting a minor that is retained for an incident or legal purpose shall be preserved in compliance with LGS-1 retention requirements.

Administration and Compliance

The Library Director is responsible for administering this policy and ensuring compliance with applicable laws, regulations, and collective bargaining agreements, where applicable.

Any violation of this policy may result in disciplinary action and/or legal consequences.

Policy Review

This policy shall be reviewed periodically and updated as necessary to ensure continued compliance with New York State law and evolving best practices.

Finkelstein Library ACH Policy Draft

The purpose of this policy is to establish secure, transparent, and compliant procedures governing the initiation, authorization, processing, and reconciliation of Automated Clearing House (ACH) transactions for the Finkelstein Library. This policy ensures strong internal controls, protects public funds, and complies with New York State requirements for financial management, including guidance from the NYS State Comptroller on electronic banking and safeguarding municipal funds.

This policy applies to all ACH transactions conducted by the Library, including but not limited to:

- Vendor payments
- Employee benefit payments (e.g., retirement contributions, health insurance)
- Recurring contractual payments approved by the Board
- Incoming ACH deposits (grants, State Aid, donations via approved processors)

This policy applies to all staff involved in financial operations, including the Library Director, Business Manager, Treasurer, and Board of Trustees.

### Definitions

- **ACH (Automated Clearing House):** A secure electronic network used by financial institutions to process batch credit and debit transactions.
- **Originator:** The person initiating an ACH request, typically the Business Manager.
- **Authorizing Official:** The individual required to approve an ACH transaction (e.g., Library Director or Treasurer).
- **Dual Control:** A security principle requiring two individuals to perform separate steps in the process to prevent fraud.

### ACH Procedures

#### ACH Enrollment & Setup

1. Board Authorization
  - The Board of Trustees must authorize participation in ACH banking and designate which staff positions may initiate or approve ACH transactions.
2. Vendor/Agency Enrollment
  - Prior to initiating an ACH relationship, the Library must obtain:
    - A completed W-9, where applicable
    - A signed ACH authorization form from the vendor/agency
    - Written verification of banking details from a source other than the authorization form, such as a voided check or direct confirmation from the vendor by phone using a verified phone number.
3. Bank Setup
  - ACH permissions must follow segregation of duties:

- One staff member enters the data
- Another staff member (Director or Treasurer) approves
- The Library's bank must enable alerts for all ACH activity.

## Initiation of ACH Transactions

1. Initiation Access
  - Only staff designated by Board resolution may initiate an ACH transaction in the banking platform.
2. Required Documentation
  - Every ACH transaction must be supported by:
    - Original invoice
    - Contract or Board resolution authorizing payment (if required)
    - ACH authorization form (for vendors)
    - Purchase order, if applicable
    - Evidence of dual approval

## Approval of ACH Transactions

1. Dual Authorization Required
  - All ACH transactions must be approved by two separate authorized individuals, typically:
    - **Step 1:** Business Manager enters the payment
    - **Step 2:** Treasurer, or [designated backup] reviews and approves it online
2. Verification Requirements
  - The authorizing official must confirm:
    - Accuracy of the payment amount
    - Vendor/bank routing information
    - Supporting documentation
    - Compliance with procurement and financial management policy requirements
3. Claims Audit
  - ACH disbursements follow the same audit process as check disbursements.
  - The Library Board of Trustees receive ACH documentation in the monthly packet.

## Processing & Recordkeeping

1. Supporting Documents
  - Must be filed with monthly financial records and retained according to the Library's Records Retention Schedule.
2. Secure Storage
  - ACH forms and banking information must be kept confidential and stored in locked or encrypted systems.

## Reconciliation & Monitoring

1. Monthly Reconciliation
  - The Treasurer or Business Manager shall: Reconcile the bank statement to the accounting system
    - Verify all ACH transactions have supporting documentation
    - Report discrepancies to the Director and Board Finance Committee immediately
2. Fraud Controls
  - The Library will use bank-offered fraud protection tools, such as:
    - ACH Positive Pay / Filter
    - Real-time alerts
    - User access permissions and logs

## Changes to ACH Information

1. Vendor Change Requests
  - Any request to change banking information must be verified by:
    - Calling the vendor using a phone number on file, not from the new form
    - Obtaining a new ACH authorization form and voided check
2. Internal Review
  - Change requests must be approved by the Director and Treasurer before updating vendor records.

## Termination of ACH Relationships

ACH arrangements may be terminated when:

- A vendor relationship ends
- The Library changes banks
- Fraud is suspected
- Directed by the Board or Director

Termination must be documented.

## Security & Access Control

- Access to online banking is restricted to authorized personnel only.
- Strong passwords and multi-factor authentication are required.
- ACH permissions must correspond to job responsibilities.
- No single staff member may have the ability to enter, approve, and reconcile transactions.
- Credentials may not be shared.

## **Board Reporting**

The Business Manager or Treasurer shall provide monthly reports to the Board that include:

- A list of all ACH disbursements
- Any exceptions or irregularities
- Outstanding or recurring ACH authorizations

## **Training**

Designated staff must receive training in:

- Fraud prevention
- Vendor verification procedures
- Bank security features
- Internal control and segregation of duties

Training should occur annually or when significant procedural updates occur.

## **Compliance**

Failure to comply with this policy may result in revocation of ACH access, disciplinary action, and/or review by the Board of Trustees. The Library operates in accordance with NYS Comptroller guidance and will update this policy as regulations evolve.

**Edits to 2026 FML Personnel Policies Manual draft, 5/13/26**

Multiple pages

- Change: Principal Clerk to Principal Clerk-Typist

Page 4 – Dress Code

- Delete: Open-toed shoes are not allowed. (Recommendation to leave that decision to the department head falls under “appropriate for the job.”)

Page 6 – 475 Plan

- Delete section: it is called a 457(b) plan, and the Library does not currently offer this option.

Page 8 – Hiring Procedures

- Delete red line/bar

Page 9 – Performance Evaluations

- Change “Permanent Employees” section to: Newly-hired permanent employees will be continuously evaluated during the twenty-six (26)-week probation period, and at or no later than the *sixteenth (16)- ~~22<sup>nd</sup>~~ week* in writing by the applicable Department Head. *This timing allows for any issues to be addressed with a performance improvement plan before the twenty sixth (26)-week probationary period ends.*

Page 10 – Resignation

- “Past employees” section expanded with italicized text and moved to new heading entitled ***Staff Areas***: Past employees *and performers/outside presenters* are not permitted to enter areas designated for staff only. Former employees who violated library rules may be subject to further restrictions as with any other member of the public. *Contractors will be escorted through the Library building by a contact in the relevant department with proper notice given to affected staff by the Department Head or their designee.*

Page 13 – Family Ill Leave

- Add *sick* leave to vacation and personal time.

Page 13 – NYS Paid Family Leave

- Change: Human Resources to Principal Clerk-Typist.
- Add complete NYS PFML policy to manual when approved (see next page)

Page 13 – Overtime & Hazard Pay

- Since we try to avoid granting OT, clarify the criteria that constitutes OT that can be approved ahead of time.

Page 14 – Excused Time

- Clarify instances when excused time might be granted by changing to *Excused Time is given due to emergency closures of the Library* and list other instances if there are any.
- Delete large white space at end of page.

Page 15 – Switching Nights / Weekends

- Clarify with italicized text as per section 9.7 in Union contract: *Full- and permanent part-time employees are not required to work more than are expected to work one (1) night per week and...*

Page 18 – Time Clock

- Clarify by inserting italicized text: Employees cannot stay late to make up the time *without prior authorization from their Department Head.*

Page 19 – Use of Telephone and Other Electronic Communications Media,  
Email Internet section

- Insert italicized text: conducting business for personal gain, including but not limited to financial gain *or fundraising efforts;*
- Insert italicized text: Email is an essential mode of work communication. *Prior approval to send emails to all FML staff is required from Administration and should be regarding library business only.* All employees are expected to check their work email on a regular basis in order to keep apprised of staff and departmental updates. *An employee's email signature will include the job title as it was stated in the job posting of the position they encumber.*

## NYS Paid Family Leave

The Library provides paid family leave (up to a certain percentage of weekly wages) to eligible employees in accordance with New York State's Paid Family Leave Act (the "NYPFLA"). Effective April 1, 2026, the Library provides paid family leave to eligible employees pursuant to the NYPFLA. An eligible employee may take up to twelve (12) weeks of paid family leave and receive 67% of the employee's average weekly wage, up to and capped at 67% of the New York State Average Weekly Wage (as defined by law). For example, an eligible employee who earns \$1000/week would receive a benefit of \$670/week. See [www.paidfamilyleave.ny.gov](http://www.paidfamilyleave.ny.gov) for information on this year's maximum weekly benefit and more. This information is presumed to be accurate as of the date that this policy was adopted; however, it is subject to change.

### i) Eligibility

To be eligible for paid family leave, employees must:(i) regularly work twenty (20) or more hours per week and be employed by the Library for at least twenty-six (26) consecutive work weeks preceding the first full day that family leave is taken; or (ii) regularly work less than twenty (20) hours per week and be employed by the Library for at least one hundred seventy-five (175) non-consecutive days preceding the first full day that family leave is taken. Substitute staff who regularly work fewer than twenty (20) hours per week but will not work one hundred seventy-five (175) days in a fifty-two (52) week period may opt out. Substitute staff who regularly work more than twenty (20) hours but will not work twenty-six (26) consecutive weeks may opt out.

## **ii) Permissible Purposes for Leave**

Eligible employees will be entitled to paid time away from work (i) to care for a family member with a serious health condition, which is defined as an illness, injury, impairment or physical or mental condition that involves in-patient care in a hospital, hospice or residential health care facility, or continuing treatment or supervision by a health care provider. A family member includes spouse, domestic partner, child or stepchild, parent or stepparent, parent-in-law, grandparent, grandchild, or sibling (biological, adopted, half or step); (ii) to bond with a child after birth or placement for adoption or foster care within the first twelve (12) months after the birth or placement; or (iii) because of any qualifying exigency arising from the fact that an employee's spouse, domestic partner, child or parent is on active duty (or has been notified of an impending call or order to active duty) in the armed forces of the United States. Paid family leave may not be used for an employee's own health condition; employee's own pregnancy or prenatal conditions, or the employee's own qualifying military event. If there are two (2) spouses working at the Library, they may take paid family leave at the same time for the same qualifying event (ex. To bond with a new child).

## **iii) Request for and Notice of Need for Paid Family Leave**

To request paid family leave, an employee will be required to complete the proper PFML form provided to them by the Library. An employee must notify the Library Director and Personnel Officer by email with specific dates to use paid family leave at least 30 days before the leave will start if it is foreseeable. Otherwise, notify them as soon as possible. Failure to provide timely notice may result in leave being delayed or denied. The employee will submit the completed request packet to the Personnel Officer, who will send it to the Library's insurance carrier The Hartford within 30 days after the start of the employee's leave to avoid losing benefits.

## **iv) Certification**

Eligible employees who wish to take paid family leave must comply with applicable certification requirements and may be required to provide additional supporting documentation (such as copies of military orders), as permitted by law.

## **v) Use of Other Leave and Interplay**

While on paid family leave, employees will continue to accrue paid time off benefits. Employees may supplement paid family leave with accrued time in order to receive full pay during their absence.

## **vi) Job and Benefits Protection**

The employee's rights and protections when using paid family leave include job protection, ensuring the employee can return to the same or a comparable position when they return from paid family leave. The employee can keep their health insurance

while on leave. The employee must continue to pay their portion of the health insurance premium cost while on leave. The Library is prohibited from discriminating or retaliating against the employee for requesting or taking paid family leave.

**vii) Limitations and Rules Related to Use of Paid Family Leave**

Paid family leave may be taken all at once or intermittently, but must be taken in full day increments only, unless otherwise provided by law. Disability leave and paid family leave may not be used at the same time. Eligible Library employees will not be entitled to paid family leave if their family leave, combined with disability benefits received previously, exceeds twenty-six (26) weeks during the same fifty-two (52) consecutive calendar weeks.

**viii) Funding of Paid Family Leave Benefits**

In accordance with New York State law, paid family leave benefits are funded through payroll deductions at a prescribed amount from each eligible employee. Employees who are ineligible for paid family leave will be given the option of filing a waiver of benefits, exempting them from payroll deductions, as permitted by law.

**ix) Coordination with FMLA and NYS Disability Benefits**

Generally, paid family leave and unpaid leave under the FMLA can run concurrently. An employee may not receive paid family and State disability leave at the same time.

*4/17/26 – draft*

## SOCIAL MEDIA POLICY DRAFT

The Finkelstein Memorial Library uses social media to increase awareness of and accessibility to its programs, resources, and services in order to serve its mission. The purpose of this policy is to address use of social media activities including but not limited to blogs, social networks, online communications, online catalogs, and websites by the Library and its employees, volunteers, and patrons.

### Social Media Objective

The social media outlets supported by the Finkelstein Library are intended to assist in fulfilling our mission of connecting people with information, ideas, and enriching experiences. Social media is broadly defined as any web application, site or account created and maintained by the library which allows users to share or obtain information.

The content of our social media will be created by Finkelstein Library staff. Much of the content will relate to libraries, books, and other library related materials; as well as to library programs, events, photos and/or images, or special topics that the library is discussing or promoting. Positive interaction with community members will be promoted on our social media to foster an atmosphere of education and learning. Content regarding upcoming programs and events in addition to automatic posts by Wowbrary or other such third party service shall be posted at minimum once a week.

### General Policy

The library does not collect, maintain or otherwise use the personal information stored on any third party site in any way other than to communicate with users on that site, unless permission is granted by users.

Comments and postings from the public are allowed, but will be reviewed by authorized library staff for content appropriateness. Library staff reserves the right to review all comments and postings and delete comments that are inconsistent with the content created by the library staff. Staff may block the person who posts inconsistent comments or other material from posting any further information to the library's social media sites, but only after said person has received one warning that they are violating the policies contained herein.

Comments or postings that fall within any of the following categories will be deleted by library staff and/or lead to a warning and then a ban on posting by an individual who runs afoul of these guidelines:

- Engaging in behavior with the sole intent of harassing another person.
- Libelous statements.
- Plagiarizing or posting copy-righted material without permission or authority from the copyright holder, upon request of the copyright holder.

- Private, personal information of another person without appropriate consent or authority. Comments, postings, and/or hyperlinks not related to the content created by the library staff.
- Advertisement and solicitations not expressly permitted by the library.
- The library recommends against posting personal information to our social media platforms and is not responsible for personal information patrons post about themselves.
- Content that constitutes or encourages illegal activity
- Obscenity, profanity, or child pornography. Sexual content or links to sexual content
- Content that promotes, fosters, or perpetuates discrimination and/or harassment on the basis of race, creed, color, age, gender, marital status, religion, national origin, physical or mental disability, sexual orientation, ancestry, or any other category protected by federal, state, or local laws
- Threats against the library, library staff, other users posting to library social media, or any other individual or organization
- Spam
- Information / Posts that are knowingly false
- Commercial or charitable solicitations, or advertising or sale of merchandise or services unrelated to library or city business
- Information that may tend to compromise the safety or security of the public
- Content that violates a legal ownership interest of any other person.
- Photos, videos or other images that fall in any of the above categories

Any personal information, photos or other media posted about persons under the age of 18 will be removed from our social media platforms. An exception is made for photos of library events posted by library staff where parental permission was given.

Any social media user who has been banned or had a message or content deleted may appeal this decision, in writing or email, to the Library Director. The Director may affirm or reverse the decision within 30 days of receiving the written appeal.

Only those library employees authorized by the Library Director to post to the library's social media should be actively participating on those sites in addition to monitoring and maintaining all library social media for content, structure, and updates. Those employees shall not express any personal views or concerns through such postings.

Authorized library employees will strive to respond to direct messages within 48 business hours, but patrons will be instructed to call or visit the library with urgent or complex matters.

## Finkelstein Memorial Library

### Budget Vote Procedures

Updated May, 2026

January – the Library Director and the Business Manager will meet with the department heads, compare their budget to actual YTD spending, hear requests for the following fiscal year, and begin a draft budget.

February – The Library Director and Clerk to the Board will recommend dates for the budget vote and trustee election. The Director and Business Manager will suggest a budget. The Clerk to the Board will contact the Board of Elections for dates when the machines can be borrowed by the library.

March – The Director and Business Manager will present the board with three budget scenarios – one with no increase, one at tax cap, and one at a percentage to be determined by evidence of the library's needs. The board will vote on a proposal to put forward. The legal notice will be prepared, as will the petitions for trustee candidates. Petitions must be received by the Clerk to the Board 30 days before the vote. If more than one candidate files for a vacant seat, position on the ballot will be drawn by lots in the presence of witnesses. Each candidate is notified of the drawing and invited to attend.

The list of permanently disabled voters is requested. Absentee ballot applications are prepared and placed at the 2<sup>nd</sup> floor reference desk.

April/May – The Annual Report to the Community will be prepared and mailed with the proposed budget, candidates for trustee, a budget letter, statistics showing the library's progress on meeting its mission, and upcoming events including Summer Reading. The legal notices will be sent out 4 times to the news source selected by the board at the Annual Meeting. Information about the upcoming vote as well as the dates of the public hearing and voter registration will be placed on the website, social media, the digital signs, posters on all three floors of the library, and sent to the media as press releases. The first budget vote/trustee election is held. Absentee ballots must be returned to the library no later than 5 pm on the date of the vote.

If the first vote fails, a revote date will be selected. Trustees elected in the first vote do not need to run again. A lower increase will be presented. The library will follow all of the other steps – legal notices, advertising, public hearing, etc. as for the first vote.

June – The Revote will take place if necessary. The following year's fiscal budget will be entered into the budgeting software.

**Finkelstein Memorial Library Retirement Incentive - DRAFT**

**Purpose of the Incentive**

The Finkelstein Memorial Library (“Library”) is committed to providing quality programs and services for our community. This retirement incentive is offered by the Library to qualified employees in an effort to reduce the Library’s overall personnel expenses.

**Retirement Incentive**

The Library’s retirement incentive will consist of a one-time lump sum payment equal to \$500 credited per year of Full time equivalent employment, to a maximum of \$15,000. This will be in addition to any payout or any other benefit, including, but not limited to, continuation of health insurance benefits that the employee may be entitled to as per the collective bargaining agreement in effect as of the date this is agreed to. The retirement incentive will not add to the employee’s Final Average Salary for purposes of calculating benefits under the New York State & Local Retirement System.

**Qualified Individuals**

All Library employees who are eligible for retirement without penalty from the Library under the New York State & Local Retirement System as of July 1, 2026 are eligible for the Library’s retirement incentive. The retirement incentive will cover qualified individuals who elect to resign for the purpose of retirement from the Library effective on or before December 31, 2026. However, anyone wishing to participate must write a letter of intent to the library by November 30, 2026. No extensions will be given.

**Notice Requirements**

To participate in the retirement incentive, individuals must submit a formal letter of resignation for the purpose of retirement to Leah Levine. The New York State and Local Retirement System must be contacted and a date set for no later than January 2, 2027.

***This notice of intent to retire must be received and date stamped by Leah Levine no later than November 30, 2026 at 4:00 PM. The letter of retirement must be sent via email to Leah Levine with the subject line RETIREMENT INCENTIVE.***

The incentive will **not** be available to employees who have **already retired** from the Library, meaning the employee’s last day of employment has passed, or have already submitted a letter of intent to retire prior to July 1, 2026.

**Consulting**

Exempt employees with special expertise may also be granted the opportunity to return as a consultant for no more than 10 hrs/week and no more than \$75/hr.

**Questions**

If you have questions, please contact Leah Levine at ext. 266.

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**FINKELSTEIN MEMORIAL LIBRARY  
BOARD OF TRUSTEES  
SPECIAL MEETING/JANUARY 7, 2026  
MINUTES**

The regular monthly meeting of the Board of Trustees was held both in person and by video conference on Wednesday, January 7, 2026. The meeting was recorded in accordance with law.

Ms. Darnett Davis, President called the meeting to order at 6:32 p.m. with the following members present:

Ms. Esther Waldman, Vice President, Ms. Joan Soskin, Ms. Goldie Golding, Ms. Yehudis Gottesfeld (arrived at 6:37 p.m.)

**Board Members excused:**

Mr. James Johnson  
Mr. Yossi Rubinstein

**Administrative Personnel:**

Ms. Laura Wolven, Library Director, Mr. Andrew Koblick, Business Manager, Ms. Leah Levine, Library Clerk.

**Others Present in person:**

Mr. Mendy Glick, Library Treasurer (arrived at 6:33 p.m.)

**Others Present via zoom:**

Kathleen Preston (staff), John Ninivaggi (staff), Judy Joseph (staff), Parveen Rahmet (staff), DA (full name not provided), momsipad (Dipa Thakkar, staff).

The Pledge of allegiance was recited.

*Ms. Davis gave a written report.*

A **motion** was made by Ms. Soskin, seconded by Ms. Golding and carried to **approve the Agenda with changes.**

A motion was made by Ms. Waldman, seconded by Ms. Soskin and carried to **approve the minutes of the Regular Meeting of September 17, 2025 with edits.**

A motion was made by Ms. Waldman, seconded by Ms. Golding and carried to **approve the minutes of the Regular Meeting of November 19, 2025 with edits.**

The November 2025 Financial Statements have been tabled for the Regular Meeting of January 21, 2026.

**Library Statistical Report:** The report for November 2025 was presented.

A **motion** was made by Ms. Waldman, seconded by Ms. Davis and carried to **approve the Bill List for January 7, 2026.**

A **motion** was made by Ms. Davis, seconded by Ms. Golding and carried to **approve Ms. Soskin as an approved 3<sup>rd</sup> signer for M&T Bank on checks greater than \$10K if Mr. Glick or Ms. Davis are not available.**

A **motion** was made by Ms. Davis, seconded by Ms. Soskin to **confirm the Board Meeting locations for 2026 to be held in the 3<sup>rd</sup> Floor Board Room in Administration, as long as the sign “no patrons beyond this point” is taken down for meetings, passed with 4 votes in favor.**

Ms. Waldman voted no.

A **motion** was made by Ms. Gottesfeld, seconded by Ms. Waldman and carried to **move the Compliance & Oversight portion of the agenda to executive session.**

A **motion** was made by Ms. Waldman, seconded by Ms. Davis and carried to **approve the appointment of Maribeth Durivage, Library Assistant, Adult Services Department, effective November 24, 2025.**

A **motion** was made by Ms. Davis, seconded by Ms. Golding and carried to **approve the appointment of Isabelle Molle, Librarian I, Youth Services Department, effective November 24, 2025.**

Approval of Makerspace Windows was discussed. The Board is requesting a second quote.

A **motion** was made by Ms. Waldman, seconded by Ms. Golding and **carried to add the accordion door on the January 21, 2026 Board Meeting Agenda.**

Contract Approval – Cleaning Company was discussed and tabled.

The Personnel Policy was discussed and tabled for the January 21, 2026 Board Meeting.

A **motion** was made by Ms. Gottesfeld, seconded by Ms. Waldman and carried to **fill a Library Assistant (French/Creole-Speaking) position in the Youth Services Department.**

A **motion** was made by Ms. Gottesfeld, seconded by Ms. Waldman and carried to **move into executive session.**

**The Board moved into executive session at 8:09 p.m.**

A **motion** was made by Ms. Soskin, seconded by Ms. Gottesfeld and carried to **move out of executive session.**

The Board moved out of executive session at 8:33 p.m.

Legal matters were discussed.

A motion was made by Ms. Waldman, seconded by Ms. Golding to refer the Policy Committee to review the Library Procurement Policy. Motion failed with 3 votes Yes. Ms. Davis abstained, Ms. Soskin voted no.

A motion was made by Ms. Davis, seconded by Ms. Soskin and carried to have communication with the Library lawyer be through the Library Director, President, and Secretary.

A motion was made by Ms. Waldman, seconded by Ms. Golding for the Library lawyer to set up a legal drive that was offered for efficient communication between the attorney and Library Board. Motion failed. Ms. Davis abstained, Ms. Gottesfeld abstained, Ms. Soskin abstained.

A motion was made by Ms. Waldman, seconded by Ms. Gottesfeld to add the Tablet Policy to the January 21, 2026 Board Meeting Agenda.

A motion was made by Ms. Waldman, seconded by Ms. Gottesfeld and carried to adjourn.

The meeting of the board of trustees was adjourned at 8:44 p.m.

THE NEXT REGULAR MONTHLY MEETING OF THE BOARD OF TRUSTEES WILL BE HELD ON WEDNESDAY, JANUARY 21, 2025.

Respectfully submitted.

Yehudis Gottesfeld  
Secretary  
(Notes taken by Leah Levine, Clerk to the Board of Trustees)

Darnett Davis  
Board President

**FINKELSTEIN MEMORIAL LIBRARY  
BOARD OF TRUSTEES  
SPECIAL MEETING/FEBRUARY 25, 2026  
MINUTES**

The special meeting of the Board of Trustees was held both in-person and by video conference on Wednesday, February 25, 2026. The meeting was recorded in accordance with law and a quorum was present.

Ms. Darnett Davis, President, called the meeting to order at 6:25 p.m. with the following members present: Ms. Yehudis Gottesfeld, Secretary, Ms. Esther Waldman, Vice President, Mr. James Johnson, and Ms. Joan Soskin.

Administrative Personnel:

Ms. Laura Wolven, Library Director, Ms. Beth Zambito, Assistant Library Director, Ms. Leah Levine, Library Clerk, Mr. Andrew Koblick, Business Manager.

Others Present:

John Ninivaggi, Staff

Others Present via Zoom:

Chris Colman (Staff), Parveen Rahmet (Staff).

A **motion** was made by Ms. Davis, seconded by Ms. Gottesfeld, and carried to **approve the agenda**.

Ms. Waldman recused herself at 6:26pm, and was not present for the discussion or vote.

A **motion** was made by Ms. Gottesfeld, seconded by Mr. Johnson, and carried to **deny the FOIL appeal**.  
– **See Resolution**

Ms. Waldman re-entered the room at 6:31pm.

A **motion** was made by Ms. Gottesfeld, seconded by Ms. Davis, and carried to **adjourn the meeting**.

The Special Meeting of the board of trustees was adjourned at 6:32 p.m.

Respectfully submitted.

Yehudis Gottesfeld  
Secretary  
(Notes take by Leah Levine, Clerk to the Board of Trustees)

Darnett Davis  
Board President

**FINKELSTEIN MEMORIAL LIBRARY  
BOARD OF TRUSTEES  
REGULAR MEETING/FEBRUARY 25, 2026  
MINUTES**

The regular monthly meeting of the Board of Trustees was held both in person and by video conference on Wednesday, February 25, 2026. The meeting was recorded in accordance with law.

Ms. Darnett Davis, President called the meeting to order at 6:33 p.m. with the following members present: Ms. Esther Waldman, Vice President, Ms. Yehudis Gottesfeld, Secretary (departed at 7:06 p.m.) Mr. James Johnson, Ms. Joan Soskin, Mr. Yossi Rubinstein (arrived at 7:44 p.m.).

**Administrative Personnel:**

Ms. Laura Wolven, Library Director, Ms. Beth Zambito, Assistant Director, Mr. Andrew Koblick, Business Manager, Ms. Leah Levine, Library Clerk.

**Others Present:**

John Ninivaggi, (staff), Oluwaseyi Banjo (patron)

**Others Present via zoom:**

Susanne Daley (Union President), Chris Coleman (staff), Kathleen Preston (staff), Laurie Needell (staff), Michelle Gutierrez (staff), Nathalie Jean Paul (staff), Elizabeth Marcus (staff), Judy Joseph (staff), Parveen Rahmet (staff), Dipa Thakkar (staff), Serge Louis (patron), iphone (name not provided).

The Pledge of allegiance was recited.

A **motion** was made by Ms. Waldman, seconded by Ms. Soskin and carried to **approve the original Agenda sent out in the package for the board meeting.**

**President's Report-** A report was presented by Ms. Davis.

A **motion** was made by Ms. Davis, seconded by Ms. Soskin and carried to **move into executive session.**

**The board moved into executive session at 6:42 p.m. (this was a deviation from the agenda to accommodate the schedule of a trustee who would be departing early.)**

A **motion** was made by Ms. Davis, seconded by Ms. Gottesfeld and carried to **move out of executive session.**

**The board moved out of executive session at 7:04 p.m.**

Legal matters were discussed, personnel matters were tabled.

A **motion** was made by Ms. Gottesfeld, seconded by Mr. Johnson and carried to **approved what was discussed in executive session with 4 in favor.** Ms. Waldman recused herself from the vote.

A **motion** was made by Ms. Davis, seconded by Ms. Soskin and carried to **approve the minutes of the Regular Meeting of January 21, 2026.**

**Minutes/Regular Meeting of February 25, 2026**

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The minutes of the Special meeting of January 7, 2026 were tabled.

A **motion** was made by Ms. Davis, seconded by Ms. Waldman and carried to **approve the February 25, 2026 Bill List.**

A **motion** was made by Ms. Waldman, seconded by Ms. Soskin and carried to **approve check run 750 in the amount of \$2,946.00 for payment to Albright Electric.**

A **motion** was made by Ms. Davis, seconded by Mr. Johnson and carried to **approve the ACH (Automatic Clearing House payment) to The Ulverscroft Group, the leading publisher of large print books and audiobooks. The ACH Policy draft will be presented at the next meeting.**

A **motion** was made by Ms. Waldman, seconded by Mr. Johnson and carried to **approve the transfer of \$1 Million from NYCLASS (New York Cooperative Liquid Assets Securities System) to the M&T Account as close to the date as needed.**

A **motion** was made by Ms. Waldman, seconded by Mr. Johnson and carried to **approve the November 2025 Payroll Journals.**

December 2025 Payroll Journals and January 2026 Payroll Journals were tabled.

A **motion** was made by Ms. Waldman, seconded by Mr. Johnson and carried to **approve the December 2025 Financial Statement.**

January 2026 Financial Statement was tabled.

**Treasurer Report-** No report presented due to the absence of the treasurer.

**Library Statistical Report-** The January 2026 report was presented.

**Library Director's Report-** The report was presented. *A policy regarding picking up another person's holds, and a signed waiver was discussed. Parking space for the Director and Board President was discussed. Online Library card application was discussed. A Social Media Policy was discussed and a draft will be presented at the March 25, 2026 meeting.*

**Union Representative Report-** Ms. Daley reported that the staff is doing well, and commented on the Library's new plowing company, and gave an opinion on the assigned parking spaces for the Director and Board President.

**Public Comment:** None

**Correspondence Received:** The First Baptist Church donated \$500.00 to the Library for the new addition. The check was signed by former Library Trustee Ms. Vivian Street.

**Committee Report:**

**Budget and Finance:** Esther Waldman, Vice President, Chair: None

**Minutes/Regular Meeting of February 25, 2026****3****Personnel:** Darnett Davis, President, Chair: None**Advocacy and Fundraising:** Yehudis Gottesfeld, Secretary, Chair: The Committee met on January 22, 2026. Report was distributed.**By-Laws and Policy:** Esther Waldman, Vice President, Chair: None**Strategic Planning:** Joan Soskin, Chair: None**Buildings and Grounds:** Yossi Rubinstein, Chair: None**Unfinished Business:**

1. The Personnel Policy Manual was discussed and tabled. *The Security Camera Policy was requested to be taken out of the Personnel Policy manual by the Director, approve the rest of the manual, and then do the security policy as a separate policy.*
2. A **motion** was made by Ms. Soskin, seconded by Mr. Johnson and carried to **accept the Trustee Tablet Policy with changes and suggestions made.** *Ms. Waldman discussed a Digital Board Packet Policy draft that was drafted by the By-Laws and Policy Committee. The Board President requested training for use of the tablets for the digital board packets and the Director suggested March 18<sup>th</sup>, the date of the next board meeting.*
3. The Accordion Wall was discussed, and the Director will inquire into new quotes for a permanent glass wall. The third floor wall was tabled.
4. A **motion** was made by Ms. Waldman, seconded by Mr. Johnson and carried to **approve the By-Laws except section #7, to be reviewed by the Library Attorney.**
5. A **motion** was made by Ms. Waldman, seconded by Mr. Rubinstein and carried to **have the Attorney review #7 in the By-Laws.**
6. A **motion** was made by the Advocacy and Fundraising Committee, seconded by Ms. Davis and carried to **approve the raffle deadline for the Library Surveys as February 28, 2026. The Library will continue to accept surveys.**
7. A motion was made by Ms. Davis, seconded by Mr. Johnson to approve the Makerspace Window. Motion failed with 3 in favor. Ms. Waldman and Mr. Rubinstein abstained.
8. Sky Packets, a wireless consulting/services company was discussed and tabled since no update has been provided on the technology audit at this time.
9. The Procurement Policy was discussed and tabled.
10. A **motion** was made by Ms. Waldman, seconded by Mr. Rubinstein and carried to **request the Attorney's attendance at the next meeting of the Board.**

**New Business:**

1. A **motion** was made by Ms. Waldman, seconded by Ms. Davis and carried to **approve the Library Annual Budget Vote and Trustee Election for April 28, 2026.**
2. Budget options for the Budget Vote were presented and discussed. An email with options will be sent out before the next Board Meeting.
3. The Resolution for Trustee check signer was tabled.
4. Lawyer Contact Policy was drafted by the By-Laws and Policy Committee and tabled.
5. A motion was made by Ms. Waldman, seconded by Mr. Rubinstein to add the Vice President to the list of contacts between the Library and Attorney. Motion failed with 2 votes in favor. Ms. Davis, Ms. Soskin and Mr. Johnson abstained.

- 6. A **motion** was made by Ms. Waldman, seconded by Mr. Rubinstein and passed with 4 votes in favor, and 1 abstention, to **approve the appointment of Claude Brunache, Clerk-Typist (Substitute), Circulation Department, effective Wednesday, February 11, 2026.**
- 7. VMWare was discussed and tabled.
- 8. A **motion** was made by Ms. Waldman, seconded by Mr. Rubinstein and passed with 4 votes in favor, and 1 abstention, to **approve the resignation of Jaimie Albanese, Librarian I, Youth Services Department, effective at close of business April 1, 2026.**
- 9. A **motion** was made by Ms. Waldman, seconded by Mr. Rubinstein and passed with 4 votes in favor, and 1 abstention, to **approve to fill a Librarian I position, Youth Services Department, replacement of resignation of Jaimie Albanese.**

A **motion** was made by Ms. Waldman, seconded by Mr. Rubinstein and carried to **adjourn.**

**The meeting of the board of trustees was adjourned at 9:01 p.m.**

**THE NEXT REGULAR MONTHLY MEETING OF THE BOARD OF TRUSTEES WILL BE HELD ON WEDNESDAY, MARCH 25, 2026.**

Respectfully submitted.

Yehudis Gottesfeld  
Secretary  
(Notes taken by Leah Levine, Clerk to the Board of Trustees)

Darnett Davis  
Board President

**FINKELSTEIN MEMORIAL LIBRARY  
BOARD OF TRUSTEES  
SPECIAL MEETING/MARCH 17, 2026  
MINUTES**

The special meeting of the Board of Trustees was held both in-person and by video conference on Wednesday, March 17, 2026. The meeting was recorded in accordance with law.

Ms. Darnett Davis, President, called the meeting to order at 6:32 p.m. with the following members present: Ms. Yehudis Gottesfeld, Secretary, Ms. Esther Waldman, Vice President, Mr. Yossi Rubinsten, Mr. James Johnson, and Ms. Oluswaseyi Banjo (trustee as of March 17, 2026)

Ms. Joan Soskin was present over phone conference (departed at 8:02pm).

Administrative Personnel:

Ms. Laura Wolven, Library Director, Library Clerk, Mr. Andrew Koblick, Business Manager

Others Present:

Mendy Glick, Library Treasurer, Abraham Weiss, Patron (arrived 7:35pm and departed shortly afterwards)

Others Present via Zoom:

Stephanie Adams, Library's Attorney, Rachel Goldstein, Shmuli's iphone, Robert Rowe, Samsung SM-A, Rae, Judy Joseph, Mark Svensson, Ali Miller, Kathleen Preston, TW, G, Israel Goldstein, Steven's iPhone, Parveen Rahmet, Sussi R, Dana, Jay Levin, Israel Goldstein, Joseph Lichtenstein, Baruch, Isaac Klitnick, Joel Friedman, Ariel Dahan, Yitz, Mayer Hoffman, Sarah iPhone, Jeff, Yosef Lichtenstein, Joseph Kaufman, Marc Kohn, Helen M, Jonathan's iphone, GMR, iPhone

The Pledge of Allegiance was recited.

A **motion** was made by Ms. Davis, seconded by Ms. Gottesfeld, and carried to **approve the agenda**. Ms. Waldman and Mr. Rubinstein voted no. *Ms. Waldman requested an amendment to the agenda (as requested by email prior to the meeting), adding a Finance Committee report submitted to the board on the budget. Attorney Stephanie Cole Adams clarified, the majority of the people sitting at the meeting have voted to approve the agenda, the motion carries.*

A motion was made by Ms. Waldman, seconded by Mr. Rubinstein that a request was made to add the fact that a finance committee meeting was held, and a report submitted to the board, and the board voted not to allow it onto the agenda. Motion failed with 2 in favor. Ms. Davis, Mr. Johnson, and Ms. Gottesfeld voted no.

A **motion** was made by Ms. Davis, seconded by Mr. Johnson, and carried to **appoint Ms. Oluswaseyi Banjo as a new trustee of the library until the end of the fiscal year.**

Ms. Banjo took the Oath of Office and assumed full responsibility of a trustee at 7:10pm.

**Minutes/Special Meeting of March 17, 2026**

VDI renewal presented by Ms. Wolven and Mr. Robert Rowe (Department Head of IT Services); the library’s attorney advised for the information to be presented in a resolution with contract format was tabled by Ms. Davis to the next meeting.

**Resolution:**

A motion was made by Ms. Davis, seconded by Mr. Johnson to approve legal counsel, Stephanie (Cole) Adams, to engage directly with the Commissioner of Civil Service of Rockland County to create an exempt title for Marketing and Communications.. – See Resolution. Motion failed with 3 in favor. Ms. Waldman, Mr. Rubinstein and Ms. Gottesfeld voted no.

**Amended Resolutions:**

A motion was made by Ms. Waldman, seconded by Mr. Rubinstein and carried to **amend the resolution to say Board President instead of Board Representative in the third Whereas.** – See Resolution.

A motion was made by Ms. Waldman, seconded by Mr. Rubinstein to amend the words Wednesday, March 25, 2026 to March 18, 2026, the date of the next regular board meeting, according to the board calendar. Motion failed with 2 in favor. No vote from Ms. Davis, Mr. Johnson, Ms. Gottesfeld and Ms. Banjo. – See Resolution.

A **motion** was made by Ms. Davis, seconded by Mr. Johnson, and carried to **approve the 4.5% tax levy for the budget vote.** Ms. Waldman and Mr. Rubinstein voted no.

A motion was made by Ms. Waldman, seconded by Mr. Rubinstein that this budget was passed without proper review or scrutiny by the President, Treasurer/ Finance Officer, and the Board’s Finance Committee. Motion failed with 2 in favor. No vote from Ms. Davis, Ms. Johnson, Ms. Gottesfeld and Ms. Banjo.

**Resolution:**

Resolution to override the tax cap was duly put to a vote on roll call, which resulted as follows:

Darnett Davis, President	VOTING Yes
James Johnson	VOTING Yes
Yehudis Gottesfeld	VOTING Yes
Esther Waldman	VOTING No
Yossi Rubinstein	VOTING No
Oluwaseyi Banjo	VOTING Yes

Motion carries with 4 votes Yes, 2 votes No.

A **motion** was made by Ms. Waldman, seconded by Mr. Rubinstein and carried to **have the Library’s attorney propose an amendment to the bylaws amendment by the April 29th board meeting.**

A motion was made by Ms. Waldman, seconded by Mr. Rubinstein and carried, **be it resolved that the Bylaws and Policy Committee shall set a date for a meeting at least a week before the next regular meeting of April to meet with the attorney on proposed revisions pertaining to section 12 of the bylaws regarding committees, and the attorney is instructed to cap the use of attorney time at 3 attorney hours or less.**

Ms. Davis announced that the board shall return to conducting regular committee meeting, and the discussion to confirm the membership of the committee, the purpose of the committee, and standing time when the committees meet (as recommended by the Library's attorney) were tabled.

A motion was made by Ms. Davis, seconded by Ms. Gottesfeld, and carried **to change the March 18, 2026 board meeting to Wednesday, March 25, 2026 at 6:30pm.** Ms. Waldman gave a formal objection, and Mr. Rubinstein voted no.

A motion was made by Ms. Waldman, seconded by Mr. Rubinstein, to reflect in the minutes that Ms. Waldman's vote was no to the board meeting date change due to religious difficulty. Motion failed with 2 in favor. Ms. Davis, Ms. Banjo, Ms. Gottesfeld and Mr. Johnson voted no.

A motion was made by Ms. Waldman, seconded by Mr. Rubinstein to move the meeting back to its regularly scheduled date due to the fact that a quorum will likely be available on that date. Motion failed with 2 in favor. No vote from Ms. Davis, Ms. Gottesfeld, Ms. Banjo and Mr. Johnson.

A motion was made by Ms. Waldman, seconded by Mr. Rubinstein to adjourn the meeting. Motion did not carry.

A motion was made by Ms. Davis, seconded by Ms. Gottesfeld, and carried to **adjourn the meeting.**

The meeting of the board of trustees was adjourned at 8:59 p.m.

**The next regular board meeting at the library will be held on Wednesday March 25, 2025 at 6:30pm**

Respectfully submitted.

Yehudis Gottesfeld  
Secretary  
(Edited by Leah Levine, Clerk to the Board of Trustees)

Darnett Davis  
Board President

**FINKELSTEIN MEMORIAL LIBRARY  
BOARD OF TRUSTEES  
BOARD MEETING/MARCH 25, 2026  
MINUTES**

The monthly meeting of the Board of Trustees was held both in-person and by video conference on Wednesday, March 25, 2026. The meeting was recorded in accordance with law.

Ms. Darnett Davis, President, called the meeting to order at 6:32 p.m. with the following members present: Ms. Yehudis Gottesfeld, Secretary, Mr. James Johnson, Ms. Joan Soskin and Ms. Oluwaseyi Banjo.

Trustees Present via Zoom: Ms. Esther Waldman and Mr. Yossi Rubinstein (arrived at 7:33pm and was absent/ camera off by 8:04pm when the VDI vote occurred)

Administrative Personnel:

Ms. Laura Wolven, Library Director, Ms. Leah Levine, Library Clerk, Mr. Andrew Koblick, Business Manager

Others Present:

John Ninivaggi, Staff, Spring Valley Police Officers made an appearance.

Others Present via Zoom:

Mike O'Brien (representing Stephanie A. Cole Adams) Rae, Beth Zambito, Assistant Director, Susanne Daley, Union President, Robert Rowe (staff), TW (acknowledged by the Board to be Tzvi Waldman), Nathalie Jean Paul (staff), Parveen Rahmet (staff), Helen (patron, last name not provided), Judy Joseph (staff), Elizabeth Marcus (staff), Daniel Ameruoso (staff), and Roseline Willis (staff).

The Pledge of Allegiance was recited.

A **motion** was made by Ms. Davis, seconded by Ms. Soskin, and carried to **approve or modify the agenda**.

Minutes of the Special Meeting of January 7, 2026 were tabled.

A **motion** was made by Ms. Davis, seconded by Mr. Johnson, and carried to **approve the Minutes of the Regular Meeting of February 25, 2026**. Ms. Waldman voted no and Ms. Gottesfeld abstained.

A **motion** was made by Ms. Davis, seconded by Ms. Gottesfeld, and carried to **approve the Minutes of the Special Meeting of February 25, 2026**.

A **motion** was made by Ms. Davis, seconded by Ms. Gottesfeld, and carried to **approve the Minutes of the Special Meeting of March 17, 2026**. Ms. Waldman voted no due to minutes are incomplete.

**President's Report-** A report was presented by Ms. Davis.

**Director's Report** was presented.

**Union Representative Report:** Ms. Daley gave a report regarding an employee complaint Resolution. Ms. Daley expressed that the board is undermining the ASCME Local 2410 Union, and brought up concerns of organization of the board.

**Treasurer's Report-** report provided by Mr. Glick, Library Treasurer was not present for the meeting, and the report was presented by Mr. Koblick.

A **Resolution** was made by Ms. Davis, seconded by Ms. Soskin, and carried to **approve the appointments of: (1) Sabine Williams, Library Assistant (French/Creole Speaking), Youth Services Department, effective Monday, March 2, 2026; (2) Aviva Rosenberg, Librarian I, Adult Services Department, effective Tuesday, March 17, 2026; and (3) Alexandra Burckardt, Library Assistant, Technical Services Department, effective Monday, April 6, 2026 (Salary Step 1).**

A **Resolution** was made by Ms. Davis, seconded by Ms. Gottesfeld, and carried to **whereas the stair location is in need of repair, and whereas the director has located two quotes in the amount of \$11,900, and one for \$13,000 and whereas such code is below the threshold for competitive bidding, and whereas such contract must include paying the workers with the prevailing wage rate. Be it resolved that the director may sign a contract for such work to commence.**

A **motion** was made by Ms. Davis, seconded by Ms. Gottesfeld and carried to **continue to use Galway Bay Contracting Inc. for repair services.**

A **motion** was made by Ms. Davis, seconded by Ms. Gottesfeld, and carried by a majority to **approve the Bill list for February 25, 2026.** Ms. Waldman and Mr. Rubinstein voted no.

A **motion** was made by Ms. Davis, seconded by Ms. Soskin, and carried to **approve the Financial Statements for March 2026.**

Payroll Journals December 2025, January 2026, February 2026 - **Tabled** by Ms. Davis

A **motion** was made by Ms. Davis, seconded by Ms. Soskin, and carried to **approve the Annual Budget Vote and Trustee Election date from April 28, 2026 to Tuesday, May 12, 2026 at Finkelstein Memorial Library.** Ms. Waldman voted no, and Mr. Rubinstein abstained.

A **Resolution** was made by Ms. Gottesfeld, seconded by Ms. Davis, and carried by a roll call vote to **approve the VDI Replacement Contract.** See Resolution. Mr. Rubinstein was not present via zoom during this vote.

A **Resolution** was made by Ms. Davis, seconded by Mr. Johnson, and carried to **approve moving forward with the Civil Service matter**. See Resolution. Ms. Gottesfeld, Ms. Waldman, and Mr. Rubinstein did not vote.

**Public Comment:**

- Ms. Daley made a public comment regarding the Civil Service matter and employee in question.
- Ms. Waldman made a public comment referencing to legal advice being made. Commented on an attorney who works for a board works for the whole board, and does not only work for the board president and board secretary, who seem to have more information than anyone else.

A **motion** was made by Ms. Davis, seconded by Ms. Soskin, and carried to **change the next Board meeting date from April 22, 2026 to April 29, 2026 for the Public Hearing and Regular Board meeting**. Ms. Waldman voted no.

A **motion** was made by Ms. Davis, seconded by Ms. Gottesfeld, and carried to **adjourn**. Ms. Waldman voted no.

The meeting of the board of trustees was adjourned at 8:19pm.

**THE NEXT REGULAR MONTHLY MEETING OF THE BOARD OF TRUSTEES WILL BE HELD ON WEDNESDAY, APRIL 29, 2026 FOLLOWING THE PUBLIC HEARING.**

Respectfully Submitted

Yehudis Gottesfeld  
Secretary  
(Edited by Leah Levine, Clerk to the Board of Trustees)

Darnett Davis  
President, Board of Trustees

**FINKELSTEIN MEMORIAL LIBRARY  
BOARD OF TRUSTEES  
SPECIAL MEETING/APRIL 20, 2026  
MINUTES**

The special meeting of the Board of Trustees was held both in person and by video conference on Monday, April 20, 2026. The meeting was recorded in accordance with law.

Ms. Darnett Davis, President called the meeting to order at 11:36 a.m. with the following members present:

Ms. Esther Waldman, Vice President, Mr. Yossi Rubinstein, Mr. James Johnson, Ms. Oluwaseyi Banjo, Ms. Joan Soskin (zoom)

**Board Members absent:**

Ms. Yehudis Gottesfeld

**Administrative Personnel:**

Ms. Laura Wolven, Library Director, Ms. Beth Zambito, Assistant Library Director, Ms. Leah Levine, Clerk to the Board.

**Present:**

Terrence Dyer, Security Staff

**Others Present via zoom:**

Ms. Stephanie A. Cole Adams, Library Attorney, Mr. Nathan Feist, Paralegal.

A **motion** was made by Ms. Waldman, seconded by Mr. Rubinstein and carried to **approve the agenda**.

A **motion** was made by Ms. Waldman, seconded by Ms. Davis and carried to **move into executive session**.

**The board moved into executive session at 11:40 a.m.**

Legal advice regarding the Trustee Election was discussed.

A **motion** was made by Ms. Waldman, seconded by Ms. Davis and carried to **move out of executive session**.

**The board moved out of executive session at 12:54 p.m.**

**RESOLUTIONS:**

A **motion** was made by Ms. Waldman, seconded by Ms. Davis and carried to **approve the Library Clerk to prepare a spreadsheet and follow the procedure for the generation of ballots**. – See Resolution.

A **motion** was made by Ms. Waldman, seconded by Ms. Davis and carried **that the Library Board follow the Library Charter.** – See Resolution.

A **motion** was made by Ms. Waldman, seconded by Ms. Davis and carried **that the board acknowledges trustee Oluwaseyi Banjo’s acceptance of term.** – See Resolution.

A **motion** was made by Ms. Waldman, seconded by Ms. Davis and carried to **hold a Special Meeting on Tuesday, April 21, 2026 at 6:30 p.m. to confirm names on the ballot for the Annual Budget Vote and Trustee Election.**

A **motion** was made by Ms. Waldman, seconded by Ms. Davis and carried to **adjourn.**

**The meeting of the board of trustees was adjourned at 1:00 p.m.**

**THE NEXT REGULAR MONTHLY MEETING OF THE BOARD OF TRUSTEES WILL BE HELD ON WEDNESDAY, APRIL 29, 2026, FOLLOWING THE PUBLIC HEARING.**

Respectfully submitted.

Leiah Levine  
Clerk to the Board of Trustees

Darnett Davis  
Board President

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FINKELSTEIN MEMORIAL LIBRARY  
BOARD OF TRUSTEES  
SPECIAL MEETING/APRIL 21, 2026  
MINUTES

The special meeting of the Board of Trustees was held both in person and by video conference on Tuesday, April 21, 2026.

Ms. Darnett Davis, President called the meeting to order at 9:10 a.m. with the following members present:

Ms. Esther Waldman, Vice President, Mr. James Johnson, Ms. Oluwaseyi Banjo, Ms. Joan Soskin, Ms. Yhudis Gottesfeld (arrived at 9:20 a.m.)

**Board Members excused:**

Mr. Yossi Rubinstein

**Administrative Personnel:**

Ms. Laura Wolven, Library Director, Ms. Beth Zambito, Assistant Library Director.

**Others Present via zoom:**

Ms. Stephanie A. Cole Adams, Library Attorney, Mr. Nathan Feist, Paralegal.

A **motion** was made by Ms. Soskin, seconded by Ms. Waldman and carried to **approve the agenda**.

Resolution one, passed at the Special Board Meeting on April 20, 2026, was discussed. The Clerk to the Board is complying with the directive.

1. **BE IT RESOLVED** that the board directs the Library Clerk to prepare a spreadsheet of the following information: the candidates name, address, age, date and time of submission, manner of receipt, number of qualifying signatures, and if the person is a duly nominated candidate, after which the Library Clerk shall follow the procedure for the generation of ballots.

Resolution 2 and 3 were presented- See Resolution

2. **BE IT RESOLVED** that the Library Board having learned that the Library's Charter provides that replacement trustees are appointed for the remainder of the unexpired term, the Board shall follow the Charter, and Trustee Oluwaseyi Banjo will complete the unexpired term previously occupied by Goldie Golding until the expiration of that term which shall be June 30, 2030.

3. **BE IT RESOLVED** that the board gratefully acknowledges trustee Oluwaseyi Banjo's acceptance of her term ending June 30, 2026, as intended at the time of her appointment.

Ms. Banjo has accepted the term ending June 30, 2030, as represented by the second resolution.

A **motion** was made by Ms. Davis to **approve the second resolution, confirming that Ms. Oluwaseyi Banjo will serve until June 30, 2030 and was duly put to a vote on roll call, results of which are as follows:**

Darnett Davis, President	VOTING Yes
Yehudis Gottfeld	VOTING No
Esther Waldman	VOTING No
James Johnson	VOTING Yes
Joan Soskin	VOTING Yes
Oluwaseyi Banjo	VOTING Yes

Motion carries with 4 votes Yes, 2 votes No.

The questions about procedures were addressed. The Library will draw lots to determine location of the remaining candidates on the ballot.

A **motion** was made by Ms. Davis, seconded by Ms. Soskin and carried to **adjourn**.

**The meeting of the board of trustees was adjourned at 9:43 a.m.**

**THE NEXT REGULAR MONTHLY MEETING OF THE BOARD OF TRUSTEES WILL BE HELD ON WEDNESDAY, APRIL 29, 2026, FOLLOWING THE PUBLIC HEARING.**

Respectfully submitted.

Leiah Levine  
Clerk to the Board of Trustees

Darnett Davis  
Board President