

PORT JERVIS FREE LIBRARY
BOARD OF TRUSTEES
AGENDA

January 21, 2025, @ 2pm

I Call to Order / Pledge of Allegiance

II Public Comment – This will exclude any comment on any issue involving a specific employee-this must be done in executive session. (As stated in the Patron Complaint Policy)

III Minutes: Approve- December 17, 2024 * January 14, 2025

IV Approval of Statistics, Financial reports, and Bills

V. Director Report:

VI. Action Items

-Patron Conduct Policy

-T/Minisink contract

VII. Old Business:

- Website

-T/Minisink contract

-Patron Conduct Policy

VIII New Business:

- Freedom of Information Law forms

-RCLS & CIPA compliance

-Staffing

IX Executive Session- Personnel:

Minutes of the Port Jervis Free Library Board of Trustees

December 17, 2024

10:00 a.m.

Present: Dolores Carnosa, Carl Hendrick, Curran Koehler, Valerie Maginsky, Liz Miller, Dick Roberts

Public: Anonymous, Stacy Joergle-Gildea, Idriz Miftari, Taylor Sauschurck, Connie Treuting, Susan Wade

I/II Call to Order/Pledge of Allegiance - The meeting was called to order at 10:00 a.m.

III Public Comment

- Stacy Joergle-Gildea reported that the staff is very pleased with Curran Koehler's tenure to date as Director.
- Idriz Miftari expressed concern about what he perceives to be brevity of the Library's by-laws.
- Anonymous expressed displeasure with the handling by Library personnel of the removal of certain patrons who were deemed to be creating a disturbance in the Reference Room on December 2.

IV Minutes (Attachment 1)

Liz made a motion, seconded by Valerie, to approve the minutes of the November 19, 2024 meeting. Unanimously passed.

V Correspondence – none

VI Approval of Statistics and Financial Reports (Attachment 2A-G)

- *Dick made a motion, seconded by Dolores, to approve the statistics, financial reports and bills as presented. Unanimously passed.*

VII Director's Report (Attachment 3A-B)

- *Dick made a motion, seconded by Dolores, to amend the RFP for new carpet replacement to receive bids by the end of January 2025 with work to commence by the end of March 2025. Unanimously passed.*
- *Liz made a motion, seconded by Dolores, to authorize a staff development day on February 21, 2025. Unanimously passed.*
- A proposal for the installation of a sink and dishwasher was received from George Cheshire. The scope of the project will necessitate an RFP being issued. The details of the work to be performed should be obtained from Cheshire for inclusion in the RFP. This endeavor should be included in the Service Plan.
- A proposal for replacing lighting in the HUB was received from Cheshire, and was approved for \$3,900.
- The Patron Conduct policy will be a topic of discussion in a phone conference on December 17 (the date of this Board meeting). A Childrens Area policy should be discussed as well.

- After much discussion, it was agreed that the firm Belsito will be used to service the Library website.
- The program statistics report was not available for the Board but was discussed. Valerie stated that as has been requested in the past, the program statistics should be reported on a 12-month basis using Excel. Liz stated that Google Share might be another avenue for reporting this information. The statistics data should be included in the Service Plan.
- *Liz made a motion, seconded by Valerie, to approve the Directors Report. Unanimously passed.*
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- Staff evaluations will all occur in December, utilizing the form previously utilized.
- Christmas gifts for the employees was discussed; there is a \$25 limit on such items.
- The staff training day was productive with all but two employees attending. All present completed harassment training, and the other two employees will complete by end of month. All present signed off that they had received training on Koha as well as basic computer training, training with open and close procedure, and additional printer training.
- The HUB is not being well utilized, with many programs garnering zero attendance or six or less participants. Marketing tactics will be enhanced and its ADA accessibility will be emphasized. The seating arrangement was also reconfigured.
- Two additional air purifiers will be purchased.
- A bid was received for \$3,360 to replace the spikes on the roof. Curran was authorized to proceed at his discretion.
- An RFP will be prepared for restoring the flooring.
- It was noted that the first-floor circulation desk is not ADA compliant, and Curran will look into ideas to reconfigure that area.
- It was reported that Dick has been in contact with the School Superintendent about the possibility of purchasing the land adjacent to the Library; he in turn was to bring the issue before the School Board.
- Cheshire is looking into the feasibility of installing a drop sink and dishwasher; it was agreed that whoever was responsible for the program would have responsibility for dealing with the clean-up aftermath.
- The internal policies & procedures manual will be forwarded to FLEA for comment.
- All agreed that the website needs a complete rebuild. Liz suggested that monthly charges and security be addressed as a part of the overhaul. Valerie stated that a standard platform is needed; Liz concurred.
- Curran will attend the monthly Rotary meeting.
- *Liz made a motion, seconded by Valerie, to approve the Director's Report as submitted. Unanimously passed.*

VIII Unfinished Business -- none

IX New Business -- none

X Next Meeting

The next regularly scheduled meeting will take place Tuesday, January 21, 2025 at 10:00 a.m.

XI Executive Session

- *Dick made a motion, seconded by Dolores, to enter into Executive Session at 11:08 a.m. to discuss personnel issues. Unanimously passed.*
- *Dick made a motion, seconded by Dolores, to come out of Executive Session at 11:53 a.m. Unanimously passed.*

XII Adjournment – *Valerie made a motion, seconded by Liz, to adjourn the meeting at 11:54 a.m. Unanimously passed.*

Respectfully Submitted,

Susan Wade, Board Secretary

Minutes of the Port Jervis Free Library Board of Trustees

January 14, 2024

1:00 PM

Present: Dolores Carnosa, Carl Hendrick, Curran Koehler, Valerie Maginsky, Liz Miller, Dick Roberts

Public: Anonymous, Toni Marion, Susan Wade

I/II Call to Order/Pledge of Allegiance - The meeting was called to order at 1:00 PM.

III Public Comment

Anonymous made a recommendation regarding the appointment of the Library's Records Access Officer.

IV Unfinished Business

Dick made a motion, seconded by Valerie, to extend privileges for the Town of Minisink library card holders until the next regularly scheduled meeting on January 21, 2025. Unanimously passed.

V New Business

- *Dick made a motion, seconded by Dolores, to appoint/designate the PJFL Library Director as Records Access Officer. Unanimously passed.*
- *Valerie made a motion, seconded by Dolores, to appoint/designate the PJFL Board of Trustees President, or Vice President in the President's absence, to hear appeals regarding denial of access to records under the NYS Freedom of Information Law. Unanimously passed.*

VI Next Meeting

The next regularly scheduled meeting will take place Tuesday, January 21, 2025 at 2:00 PM.

XI Executive Session - none

XII Adjournment – *Dick made a motion, seconded by Dolores, to adjourn the meeting at 1:06 PM.*

Respectfully submitted,

Susan Wade, Board Secretary

	<u>Dec 31, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
Cash Exchange	300.00
1005 · NYLAF	2,228,100.04
1006 · CHASE CHECKING	68,502.14
1007 · Chase Savings	1,997.53
1008 · NYLAF - Harrison Thune	<u>7,802.17</u>
Total Checking/Savings	2,306,701.88
Total Current Assets	<u>2,306,701.88</u>
TOTAL ASSETS	<u>2,306,701.88</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	<u>14,546.00</u>
Total Accounts Payable	14,546.00
Other Current Liabilities	
2200 · Federal Withholding Tax Payable	-281.00
2210 · Social Security Tax Payable	-181.20
2212 · Medicare Withholding Tax Payabl	-42.40
2220 · NYS Withholding Tax	-81.46
2230 · NYS Retirement	13,113.90
2233 · Deferred comp withheld	<u>0.46</u>
Total Other Current Liabilities	12,528.30
Total Current Liabilities	<u>27,074.30</u>
Total Liabilities	27,074.30
Equity	
Fund Balance - Assigned	73,155.00
Fund Balance - Restricted	7,250.00
Fund Balance - Unassigned	474,730.24
3900 · Retained Earnings	1,047,573.90
Net Income	<u>676,918.44</u>
Total Equity	<u>2,279,627.58</u>
TOTAL LIABILITIES & EQUITY	<u>2,306,701.88</u>

Port Jervis Free Library
Profit & Loss Budget vs. Actual

July 2024 through June 2025

	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Real Property Taxes	1,176,339.42	1,184,556.00	-8,216.58	99.3%
PILOT	0.00	1,500.00	-1,500.00	0.0%
Charges for Services				
4000 · Book Sales	1,942.20	3,000.00	-1,057.80	64.7%
4001 · Fines	549.26	750.00	-200.74	73.2%
4002 · NonResident Fees	975.00	1,000.00	-25.00	97.5%
4003 · Copier Fees	6,176.20	9,338.00	-3,161.80	66.1%
Total Charges for Services	9,642.66	14,088.00	-4,445.34	68.4%
4055 · Services to Other Governments				
Miscellaneous	2,600.00	13,000.00	-10,400.00	20.0%
4004 · Gifts	494.22	300.00	194.22	164.7%
4008 · Library Merchandise	70.00	0.00	70.00	100.0%
Total Miscellaneous	564.22	300.00	264.22	188.1%
Operating Grants				
4023 · Local Public Funds OLA	3,382.00	3,000.00	382.00	112.7%
4025 · State Aid LLSA	4,839.00	5,000.00	-161.00	96.8%
4026 · RCLS Grnts & St. Aid thru R...	0.00	10,000.00	-10,000.00	0.0%
Total Operating Grants	8,221.00	18,000.00	-9,779.00	45.7%
Interest Income	41,087.90	19,000.00	22,087.90	216.3%
Total Income	1,238,455.20	1,250,444.00	-11,988.80	99.0%
Gross Profit	1,238,455.20	1,250,444.00	-11,988.80	99.0%
Expense				
Personal Services				
6002 · Salaries Director	68,043.87	68,340.00	-296.13	99.6%
6000 · Salaries Clerical FT	82,178.38	200,000.00	-117,821.62	41.1%
6001 · Salaries Clerical PT	118,909.59	252,800.00	-133,890.41	47.0%
6003 · Salaries Maintenance	28,851.20	53,575.00	-24,723.80	53.9%
Total Personal Services	297,983.04	574,715.00	-276,731.96	51.8%
Contractual				
6005 · Board Reporting	660.00	1,827.00	-1,167.00	36.1%
6030 · Books	5,337.04	25,000.00	-19,662.96	21.3%
6031 · Books Children	1,340.68	7,000.00	-5,659.32	19.2%
6032 · Book Friends	466.77	1,000.00	-533.23	46.7%
6035 · Periodicals	4,155.00	10,000.00	-5,845.00	41.6%
6038 · Audio Adult	1,644.07	4,500.00	-2,855.93	36.5%
6039 · Video Adult	0.00	4,650.00	-4,650.00	0.0%
6040 · Video Children	36.84	1,500.00	-1,463.16	2.5%
6041 · ANSER	0.00	29,460.00	-29,460.00	0.0%
6045 · Computer Eqpt/Software	21,155.55	20,000.00	1,155.55	105.8%
6050 · Library Supplies	4,476.45	8,500.00	-4,023.55	52.7%
6055 · Ins/Fire, Liab, Comp	25,660.10	30,000.00	-4,339.90	85.5%
6060 · Utilities Electricity	7,672.67	17,000.00	-9,327.33	45.1%
6061 · Utilities Gas	593.96	11,000.00	-10,406.04	5.4%
6062 · Utilities Water	556.63	2,200.00	-1,643.37	25.3%
6065 · Utilities Telephone/Internet	2,317.41	6,000.00	-3,682.59	38.6%
6070 · Building Janitorial Supp	1,547.74	6,000.00	-4,452.26	25.8%
6071 · Building Maintenance	19,725.67	24,977.00	-5,251.33	79.0%
6072 · Building Improvements	3,360.00	29,650.00	-26,290.00	11.3%
6075 · Copier Maintenance	2,830.22	7,000.00	-4,169.78	40.4%
6081 · Microfilm	0.00	750.00	-750.00	0.0%
6086 · Professional Services	21,222.00	80,000.00	-58,778.00	26.5%
6087 · HUB	221.94	5,000.00	-4,778.06	4.4%
6088 · Bookkeeping	33,000.00	61,965.00	-28,965.00	53.3%
6090 · Advertising	0.00	500.00	-500.00	0.0%
6095 · Conferences	54.00	700.00	-646.00	7.7%
6100 · Dues	0.00	600.00	-600.00	0.0%

**Port Jervis Free Library
Profit & Loss Budget vs. Actual**

July 2024 through June 2025

	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
6120 · Postage	1,008.12	2,000.00	-991.88	50.4%
6125 · Programs	1,646.32	5,000.00	-3,353.68	32.9%
6126 · Programs Children	224.01	5,000.00	-4,775.99	4.5%
6133 · Library Election	21.63	1,500.00	-1,478.37	1.4%
6134 · Elevator	3,365.91	6,000.00	-2,634.09	56.1%
6135 · Historical Preservation	0.00	500.00	-500.00	0.0%
6137 · Security System	2,121.50	2,000.00	121.50	106.1%
Total Contractual	166,422.23	418,779.00	-252,356.77	39.7%
Employee Benefits				
6010 · Employer Social Security	18,474.99	45,000.00	-26,525.01	41.1%
6015 · Employer Medicare	4,320.76	9,250.00	-4,929.24	46.7%
6056 · Insurance Wkmns Comp	4,163.79	8,000.00	-3,836.21	52.0%
6057 · Insurance Disability	-168.33	4,500.00	-4,668.33	-3.7%
6085 · Civil Service	0.00	5,200.00	-5,200.00	0.0%
6131 · Benefits Health Ins	58,720.48	130,000.00	-71,279.52	45.2%
6132 · Benefits Retirement	63,359.64	55,000.00	8,359.64	115.2%
Total Employee Benefits	148,871.33	256,950.00	-108,078.67	57.9%
Total Expense	613,276.60	1,250,444.00	-637,167.40	49.0%
Net Ordinary Income	625,178.60	0.00	625,178.60	100.0%
Net Income	625,178.60	0.00	625,178.60	100.0%

Port Jervis Free Library
Payroll Summary
December 2024

	Hours	Rate	Dec 24	Hours	Rate	Dec 24	Hours	Rate	Dec 24	Hours
Employee Wages, Taxes and Adjustments										
Gross Pay										
Salaries and Wages Director			0.00			0.00			0.00	
Salaries and Wages FT			0.00			0.00			0.00	
Salaries and Wages MTNC			0.00			0.00			0.00	
Salaries and Wages PT	42	32.01	1,344.42	54	16.00	864.00	7	16.00	112.00	7
Total Gross Pay	42		1,344.42	54		864.00	7		112.00	7
Deductions from Gross Pay										
Health Insurance			0.00			0.00			0.00	
Retirement			0.00			0.00			0.00	
Total Deductions from Gross Pay			0.00			0.00			0.00	
Adjusted Gross Pay	42		1,344.42	54		864.00	7		112.00	7
Taxes Withheld										
Federal Withholding			-138.00			0.00			0.00	
Medicare Employee			-19.49			-12.53			-1.63	
Social Security Employee			-83.35			-53.57			-6.95	
NY - Withholding			-57.71			-11.80			0.00	
NY - Disability Employee			0.00			0.00			0.00	
Medicare Employee Addl Tax			0.00			0.00			0.00	
Total Taxes Withheld			-298.55			-77.90			-8.58	
Net Pay	42		1,045.87	54		786.10	7		103.42	7
Employer Taxes and Contributions										
Medicare Company			19.49			12.53			1.63	
Social Security Company			83.35			53.57			6.95	
NY - Disability Company			0.00			0.00			0.00	
NY - Unemployment			0.00			0.00			0.00	
NY - MCTMT (Transit Tax)			0.00			0.00			0.00	
Total Employer Taxes and Contributions			102.84			66.10			8.58	

Port Jervis Free Library
 Payroll Summary
 December 2024

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	Rate	Dec 24	Hours	Rate	Dec 24	Hours	Rate	Dec 24	Hours	Rate
Employee Wages, Taxes and Adjustments										
Gross Pay										
Salaries and Wages Director	0.00	0.00		0.00	0.00		0.00	0.00		
Salaries and Wages FT	0.00	0.00		0.00	0.00		0.00	0.00		
Salaries and Wages MTNC	0.00	0.00		0.00	0.00		0.00	0.00		
Salaries and Wages PT	16.46	115.22	48.5	17.93	869.61	53	18.45	977.86	76	28.04
Total Gross Pay		115.22	48.5		869.61	53		977.86	76	
Deductions from Gross Pay										
Health Insurance	0.00	0.00		0.00	0.00			0.00		
Retirement	0.00	0.00		-26.09	0.00			0.00		
Total Deductions from Gross Pay		0.00		-26.09	0.00			0.00		
Adjusted Gross Pay		115.22	48.5		843.52	53		977.86	76	
Taxes Withheld										
Federal Withholding	0.00	0.00		-39.00	0.00			-51.00		
Medicare Employee	-1.67	-1.67		-12.61	0.00			-14.18		
Social Security Employee	-7.15	-7.15		-53.92	0.00			-60.63		
NY - Withholding	0.00	0.00		-42.97	0.00			-16.34		
NY - Disability Employee	-0.58	-0.58		0.00	0.00			-2.40		
Medicare Employee Addl Tax	0.00	0.00		0.00	0.00			0.00		
Total Taxes Withheld		-9.40		-148.50	0.00			-144.55		
Net Pay		105.82	48.5		695.02	53		833.31	76	
Employer Taxes and Contributions										
Medicare Company	1.67	1.67		12.61	0.00			14.18		
Social Security Company	7.15	7.15		53.92	0.00			60.63		
NY - Disability Company	0.00	0.00		0.00	0.00			0.00		
NY - Unemployment	0.00	0.00		0.00	0.00			0.00		
NY - MCTMT (Transit Tax)	0.00	0.00		0.00	0.00			0.00		
Total Employer Taxes and Contributions		8.82		66.53	0.00			74.81		

Port Jervis Free Library Payroll Summary December 2024

Employee Wages, Taxes and Adjustments

	Dec 24	Hours	Rate	Dec 24	Hours	Rate	Dec 24	Hours	Rate	Dec 24
Gross Pay										
Salaries and Wages Director	0.00	20	264.15	5,283.00			0.00			0.00
Salaries and Wages FT	0.00			0.00			0.00			0.00
Salaries and Wages MTNC	0.00			0.00			0.00			0.00
Salaries and Wages PT	2,131.04			0.00	64	30.51	1,952.64	44.5	20.27	902.02
Total Gross Pay	2,131.04	20		5,283.00	64		1,952.64	44.5		902.02
Deductions from Gross Pay										
Health Insurance	0.00			-289.14			0.00			0.00
Retirement	0.00			-237.74			-58.58			0.00
Total Deductions from Gross Pay	0.00			-526.88			-58.58			0.00
Adjusted Gross Pay	2,131.04	20		4,756.12	64		1,894.06	44.5		902.02
Taxes Withheld										
Federal Withholding	-182.00			-482.00			-184.00			0.00
Medicare Employee	-30.90			-76.60			-28.32			-13.08
Social Security Employee	-132.12			-327.55			-121.06			-55.92
NY - Withholding	-73.20			-233.48			-76.23			-13.32
NY - Disability Employee	0.00			0.00			-2.40			-2.40
Medicare Employee Addl Tax	0.00			0.00			0.00			0.00
Total Taxes Withheld	-418.22			-1,119.63			-412.01			-84.72
Net Pay	1,712.82	20		3,636.49	64		1,482.05	44.5		817.30
Employer Taxes and Contributions										
Medicare Company	30.90			76.60			28.32			13.08
Social Security Company	132.12			327.55			121.06			55.92
NY - Disability Company	0.00			0.00			0.00			0.00
NY - Unemployment	0.00			0.00			0.00			0.00
NY - MCTMT (Transit Tax)	0.00			0.00			0.00			0.00
Total Employer Taxes and Contributions	163.02			404.15			149.38			69.00

**Port Jervis Free Library
Payroll Summary
December 2024**

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01/14/25

	Hours	Rate	Dec 24	Hours	Rate	Dec 24	Hours	Rate	Dec 24	Hours
Employee Wages, Taxes and Adjustments										
Gross Pay										
Salaries and Wages Director			0.00			0.00			0.00	140
Salaries and Wages FT	70	16.00	1,120.00			0.00			0.00	
Salaries and Wages MTNC			0.00			0.00			0.00	
Salaries and Wages PT	58.5	16.00	936.00	60.5	16.00	968.00	27	33.27	898.29	
Total Gross Pay	128.5		2,056.00	60.5		968.00	27		898.29	140
Deductions from Gross Pay										
Health Insurance			0.00			0.00			0.00	
Retirement			-33.60			0.00			0.00	
Total Deductions from Gross Pay			-33.60			0.00			0.00	
Adjusted Gross Pay	128.5		2,022.40	60.5		968.00	27		898.29	140
Taxes Withheld										
Federal Withholding			-91.00			0.00			-54.00	
Medicare Employee			-29.81			-14.03			-13.02	
Social Security Employee			-127.47			-60.01			-55.70	
NY - Withholding			-67.23			-9.80			-43.17	
NY - Disability Employee			0.00			0.00			-2.40	
Medicare Employee Addl Tax			0.00			0.00			0.00	
Total Taxes Withheld			-315.51			-83.84			-168.29	
Net Pay	128.5		1,706.89	60.5		884.16	27		730.00	140
Employer Taxes and Contributions										
Medicare Company			29.81			14.03			13.02	
Social Security Company			127.47			60.01			55.70	
NY - Disability Company			0.00			0.00			0.00	
NY - Unemployment			0.00			0.00			0.00	
NY - MCTMT (Transit Tax)			0.00			0.00			0.00	
Total Employer Taxes and Contributions			157.28			74.04			68.72	

**Port Jervis Free Library
Payroll Summary
December 2024**

	Rate	Dec 24	Hours	Rate	Dec 24	Hours	Rate	Dec 24	Hours	Rate
Employee Wages, Taxes and Adjustments										
Gross Pay										
Salaries and Wages Director	36.78	5,149.20								
Salaries and Wages FT	0.00	0.00	140	21.15	2,961.00	0.00	0.00	0.00	0.00	0.00
Salaries and Wages MTNC	0.00	0.00			0.00					0.00
Salaries and Wages PT	0.00	0.00			0.00	42	16.00	672.00	69	16.00
Total Gross Pay		5,149.20	140		2,961.00	42		672.00	69	
Deductions from Gross Pay										
Health Insurance	0.00	0.00			-289.14			0.00		0.00
Retirement	-231.72	-231.72			-88.84			0.00		0.00
Total Deductions from Gross Pay		-231.72			-377.98			0.00		0.00
Adjusted Gross Pay		4,917.48	140		2,583.02	42		672.00	69	
Taxes Withheld										
Federal Withholding	-284.00	-284.00			-272.00			0.00		0.00
Medicare Employee	-74.67	-74.67			-42.93			-9.75		-9.75
Social Security Employee	-319.25	-319.25			-183.58			-41.67		-41.67
NY - Withholding	-224.14	-224.14			-113.96			-4.12		-4.12
NY - Disability Employee	-2.40	-2.40			-2.40			0.00		0.00
Medicare Employee Addl Tax	0.00	0.00			0.00			0.00		0.00
Total Taxes Withheld		-904.46			-614.87			-55.54		0.00
Net Pay		4,013.02	140		1,968.15	42		616.46	69	
Employer Taxes and Contributions										
Medicare Company	74.67	74.67			42.93			9.75		9.75
Social Security Company	319.25	319.25			183.58			41.67		41.67
NY - Disability Company	0.00	0.00			0.00			0.00		0.00
NY - Unemployment	0.00	0.00			0.00			0.00		0.00
NY - MCTMT (Transit Tax)	0.00	0.00			0.00			0.00		0.00
Total Employer Taxes and Contributions		393.92			226.51			51.42		51.42

Port Jervis Free Library
Payroll Summary
December 2024

	Soberg,...			Sommers, Diane M.			Thiele, Diane M			Tidd, Ralph		
	Dec 24	Hours	Rate	Dec 24	Hours	Rate	Dec 24	Hours	Rate	Dec 24	Hours	Rate
Employee Wages, Taxes and Adjustments												
Gross Pay												
Salaries and Wages Director	0.00		0.00									0.00
Salaries and Wages FT	0.00		0.00									0.00
Salaries and Wages MTNC	0.00		0.00								160	25.76
Salaries and Wages PT	1,104.00	46	16.90	777.40	69.5	19.22	1,335.79					4,121.60
Total Gross Pay	1,104.00	46	777.40	777.40	69.5	1,335.79	1,335.79	160				4,121.60
Deductions from Gross Pay												
Health Insurance	0.00		0.00									-144.56
Retirement	0.00		0.00									0.00
Total Deductions from Gross Pay	0.00		0.00	0.00			0.00					-144.56
Adjusted Gross Pay	1,104.00	46	777.40	777.40	69.5		1,335.79	160				3,977.04
Taxes Withheld												
Federal Withholding	0.00		-61.00									-382.00
Medicare Employee	-16.01		-11.27									-59.76
Social Security Employee	-68.45		-48.20									-255.54
NY - Withholding	-61.40		-18.33									-178.46
NY - Disability Employee	0.00		0.00									-2.40
Medicare Employee Addl Tax	0.00		0.00									0.00
Total Taxes Withheld	-145.86		-138.80				-223.80					-878.16
Net Pay	958.14	46	638.60	638.60	69.5		1,111.99	160				3,098.88
Employer Taxes and Contributions												
Medicare Company	16.01		11.27									59.76
Social Security Company	68.45		48.20									255.54
NY - Disability Company	0.00		0.00									0.00
NY - Unemployment	0.00		0.00									0.00
NY - MCTMT (Transit Tax)	0.00		0.00									0.00
Total Employer Taxes and Contributions	84.46		59.47				102.18					315.30

**Port Jervis Free Library
Payroll Summary
December 2024**

	Hours	Rate	Dec 24	Hours	Rate	Dec 24	Hours	Rate	Dec 24	TOTAL
										Hours
Employee Wages, Taxes and Adjustments										
Gross Pay										
Salaries and Wages Director										
Salaries and Wages FT	140	17.74	2,483.60	140	36.18	5,065.20	141	17.96	2,532.36	160.00
Salaries and Wages MTNC			0.00			0.00			0.00	631.00
Salaries and Wages PT			0.00			0.00			0.00	160.00
Total Gross Pay	140		2,483.60	140		5,065.20	141		2,532.36	1,719.50
Deductions from Gross Pay										
Health Insurance			0.00			-336.70			0.00	
Retirement			-74.50			0.00			-75.97	
Total Deductions from Gross Pay			-74.50			-336.70			-75.97	
Adjusted Gross Pay	140		2,409.10	140		4,728.50	141		2,456.39	1,719.50
Taxes Withheld										
Federal Withholding			-136.00			-632.00			-222.00	
Medicare Employee			-36.01			-73.44			-36.72	
Social Security Employee			-153.98			-314.04			-157.01	
NY - Withholding			-84.28			-234.58			-91.10	
NY - Disability Employee			0.00			-2.40			-2.40	
Medicare Employee Addl Tax			0.00			0.00			0.00	
Total Taxes Withheld			-410.27			-1,256.46			-509.23	
Net Pay	140		1,998.83	140		3,472.04	141		1,947.16	1,719.50
Employer Taxes and Contributions										
Medicare Company			36.01			73.44			36.72	
Social Security Company			153.98			314.04			157.01	
NY - Disability Company			0.00			0.00			0.00	
NY - Unemployment			0.00			0.00			0.00	
NY - MCTMT (Transit Tax)			0.00			0.00			0.00	
Total Employer Taxes and Contributions			189.99			387.48			193.73	

Port Jervis Free Library
Payroll Summary
 December 2024

1:51 PM
 01/14/25

	TOTAL
	Rate Dec 24
Employee Wages, Taxes and Adjustments	
Gross Pay	
Salaries and Wages Director	10,432.20
Salaries and Wages FT	14,162.16
Salaries and Wages MTNC	4,121.60
Salaries and Wages PT	15,960.29
Total Gross Pay	44,676.25
Deductions from Gross Pay	
Health Insurance	-1,059.54
Retirement	-827.04
Total Deductions from Gross Pay	-1,886.58
Adjusted Gross Pay	42,789.67
Taxes Withheld	
Federal Withholding	-3,298.00
Medicare Employee	-647.79
Social Security Employee	-2,769.94
NY - Withholding	-1,686.84
NY - Disability Employee	-24.58
Medicare Employee Addl Tax	0.00
Total Taxes Withheld	-8,427.15
Net Pay	<u>34,362.52</u>
Employer Taxes and Contributions	
Medicare Company	647.79
Social Security Company	2,769.94
NY - Disability Company	0.00
NY - Unemployment	0.00
NY - IMCTMT (Transit Tax)	0.00
Total Employer Taxes and Contributions	<u>3,417.73</u>

Port Jervis Free Library
 Chase Checking Account Activity
 December 10, 2024 - January 14, 2025

Details	Posting Date	Description	Amount	Type
DEBIT	1/14/2025	Online ACH payment to Curran	(1,827.24)	BASIC_PAYROLL
DEBIT	1/14/2025	Online ACH payment to Connie	(1,798.66)	BASIC_PAYROLL
DEBIT	1/14/2025	Online ACH payment to Ralph	(1,552.64)	BASIC_PAYROLL
DEBIT	1/14/2025	Online ACH payment to Katelyn	(1,021.94)	ACH_PAYMENT
DEBIT	1/14/2025	Online ACH payment to Taylor	(1,008.32)	BASIC_PAYROLL
DEBIT	1/14/2025	Online ACH payment to Idriz	(997.19)	BASIC_PAYROLL
DEBIT	1/14/2025	Online ACH payment to Starr	(990.76)	BASIC_PAYROLL
DEBIT	1/14/2025	Online ACH payment to Stacy	(872.80)	BASIC_PAYROLL
DEBIT	1/14/2025	Online ACH payment to Birdie	(708.65)	BASIC_PAYROLL
DEBIT	1/14/2025	Online ACH payment to Thiele	(588.80)	BASIC_PAYROLL
DEBIT	1/14/2025	Online ACH payment to Julie Soberg	(455.22)	ACH_PAYMENT
DEBIT	1/14/2025	Online ACH payment to Toni	(447.21)	BASIC_PAYROLL
DEBIT	1/14/2025	Online ACH payment to Darren	(411.15)	BASIC_PAYROLL
DEBIT	1/14/2025	Online ACH payment to Barbara	(395.97)	BASIC_PAYROLL
DEBIT	1/14/2025	Online ACH payment to Echo	(390.41)	BASIC_PAYROLL
DEBIT	1/14/2025	Online ACH payment to Nancy	(349.75)	ACH_PAYMENT
DEBIT	1/14/2025	Online ACH payment to Olga	(339.42)	BASIC_PAYROLL
DEBIT	1/14/2025	Online ACH payment to Diane	(314.59)	BASIC_PAYROLL
DEBIT	1/14/2025	Online ACH payment to Brighid Seger	(241.95)	ACH_PAYMENT
DEBIT	1/14/2025	Online ACH payment to Matthew Connelly	(217.26)	ACH_PAYMENT
DEBIT	1/14/2025	Online ACH payment to Matthew	(217.26)	BASIC_PAYROLL
DEBIT	1/14/2025	Online ACH payment to Kalista	(58.98)	ACH_PAYMENT
DEBIT	1/14/2025	ORIG CO NAME:9102716322 CO ENTRY DESCR:CONS COLL SEC:PPD	(793.44)	ACH_DEBIT
DEBIT	1/13/2025	Online Payment 23353151591 To AMAZON CAPITAL SERVICES 01/13	(18.98)	BILLPAY
CHECK	1/9/2025	CHECK 1137	(750.00)	CHECK_PAID
DEBIT	1/7/2025	ORIG CO NAME:NYS DTF WT ORIG ID:S146013200 DESC DATE:	(866.47)	ACH_DEBIT
DEBIT	1/6/2025	SERVICE CHARGES FOR THE MONTH OF DECEMBER	(33.70)	FEE_TRANSACTION
DEBIT	1/6/2025	ORIG CO NAME:IRS ORIG ID:3387702000 DESC DATE:010625 CO ENTRY DESC	(5,179.28)	ACH_DEBIT
DEBIT	1/3/2025	Online Payment 23272556269 To PITNEY BOWES GLOBAL FINANCIAL SV 01/03	(254.06)	BILLPAY

DEBIT	1/3/2025	Online Payment 23271820197 To Baker and Taylor 01/03	(88.45)	BILLPAY
DEBIT	1/3/2025	Online Payment 23271811843 To DEMCO 01/03	(344.85)	BILLPAY
DEBIT	1/3/2025	Online Payment 23271784875 To Time Warner Cable 01/03	(129.99)	BILLPAY
CHECK	1/3/2025	CHECK 1148 01/03	(2,500.00)	CHECK_PAID
DEBIT	1/3/2025	Basic Online Payroll Payment 11157500472 to #####0031	(76.00)	BASIC_PAYROLL
DEBIT	1/2/2025	Basic Online Payroll Payment 11157196985 to #####9692	(185.00)	BASIC_PAYROLL
DEBIT	1/2/2025	Basic Online Payroll Payment 11157196986 to #####7906	(185.00)	BASIC_PAYROLL
DEBIT	1/2/2025	Basic Online Payroll Payment 11157196988 to #####2214	(185.00)	BASIC_PAYROLL
DEBIT	1/2/2025	Basic Online Payroll Payment 11157196989 to #####3325	(185.00)	BASIC_PAYROLL
DEBIT	1/2/2025	Online ACH Payment 11157196987 To SusanWade (_#####0178)	(5,500.00)	ACH_PAYMENT
DEBIT	12/30/2024	Basic Online Payroll Payment 11156811847 to #####7051	(105.83)	BASIC_PAYROLL
DEBIT	12/30/2024	Basic Online Payroll Payment 11156811854 to #####7064	(167.84)	BASIC_PAYROLL
DEBIT	12/30/2024	Online ACH Payment 11156811862 To MatthewConnelly (_#####6231)	(167.84)	ACH_PAYMENT
DEBIT	12/30/2024	Online ACH Payment 11156811860 To Kalista (_#####6097)	(185.84)	ACH_PAYMENT
DEBIT	12/30/2024	Online ACH Payment 11156804039 To BrighidSeger (_#####1948)	(251.20)	ACH_PAYMENT
DEBIT	12/30/2024	Basic Online Payroll Payment 11156804034 to #####0649	(353.30)	BASIC_PAYROLL
DEBIT	12/30/2024	Online ACH Payment 11156811856 To JulieSoberg (_#####1730)	(401.32)	ACH_PAYMENT
DEBIT	12/30/2024	Basic Online Payroll Payment 11156804035 to #####3260	(413.32)	BASIC_PAYROLL
DEBIT	12/30/2024	Online ACH Payment 11156811863 To Nancy (_#####4789)	(424.40)	ACH_PAYMENT
DEBIT	12/30/2024	Basic Online Payroll Payment 11156811849 to #####9748	(439.60)	BASIC_PAYROLL
DEBIT	12/30/2024	Basic Online Payroll Payment 11156804036 to #####1376	(475.80)	BASIC_PAYROLL
DEBIT	12/30/2024	Basic Online Payroll Payment 11156804037 to #####9139	(477.86)	BASIC_PAYROLL
DEBIT	12/30/2024	Basic Online Payroll Payment 11156811852 to #####4522	(494.82)	BASIC_PAYROLL
DEBIT	12/30/2024	Basic Online Payroll Payment 11156811859 to #####5734	(531.44)	BASIC_PAYROLL
DEBIT	12/30/2024	Basic Online Payroll Payment 11156811853 to #####1601	(610.14)	BASIC_PAYROLL
DEBIT	12/30/2024	Basic Online Payroll Payment 11156811850 to #####0031	(858.41)	BASIC_PAYROLL
DEBIT	12/30/2024	Basic Online Payroll Payment 11156811855 to #####8462	(910.97)	BASIC_PAYROLL
DEBIT	12/30/2024	Basic Online Payroll Payment 11156811858 to #####4263	(969.03)	BASIC_PAYROLL
DEBIT	12/30/2024	Online ACH Payment 11156811861 To Katelyn (_#####7795)	(1,001.41)	ACH_PAYMENT
DEBIT	12/30/2024	Basic Online Payroll Payment 11156811857 to #####0937	(1,130.64)	BASIC_PAYROLL
DEBIT	12/30/2024	Basic Online Payroll Payment 11156811848 to #####7671	(1,623.72)	BASIC_PAYROLL
DEBIT	12/30/2024	Basic Online Payroll Payment 11156811851 to #####2902	(1,913.37)	BASIC_PAYROLL
DEBIT	12/30/2024	Basic Online Payroll Payment 11156804038 to #####2173	(1,971.82)	BASIC_PAYROLL
DEBIT	12/30/2024	Online ACH Payment 11156804040 To Evelyn (_#####9708)	(2,376.83)	ACH_PAYMENT

DATE	DESCRIPTION	AMOUNT	ENTRY TYPE
12/30/2024	DEPOSIT ID NUMBER 337976	658.79	DEPOSIT
12/30/2024	DEPOSIT ID NUMBER 337975	2,501.08	DEPOSIT
12/27/2024	CHECK 1.149	(214.24)	CHECK_PAID
12/20/2024	Online ACH Payment 11156042058 To Cheshire (_#####5530)	(1,400.00)	ACH_PAYMENT
12/18/2024	Online Payment 23093658609 To Greenwald Doherty LLP 12/18	(346.50)	BILLPAY
12/18/2024	Online Payment 23092365636 To AMAZON CAPITAL SERVICES 12/18	(150.09)	BILLPAY
12/18/2024	Online Payment 23092345925 To AMAZON CAPITAL SERVICES 12/18	(16.55)	BILLPAY
12/18/2024	Online Payment 23092335454 To BLACKSTONE PUBLISHING 12/18	(306.42)	BILLPAY
12/18/2024	Online Payment 23092340386 To Brodart Co 12/18	(59.60)	BILLPAY
12/18/2024	Online Payment 23092347922 To Baker and Taylor 12/18	(71.51)	BILLPAY
12/18/2024	Online Payment 23092316827 To RCLS 12/18	(1,055.94)	BILLPAY
12/18/2024	Online Payment 23092296670 To RCLS 12/18	(488.00)	BILLPAY
12/18/2024	Online Payment 23092328461 To RCLS 12/18	(100.08)	BILLPAY
12/18/2024	Online Payment 23092286951 To AMAZON CAPITAL SERVICES 12/18	(48.89)	BILLPAY
12/18/2024	ORIG CO NAME: NYS DTF WT ORIG ID: S146013200 DESC DATE: CO ENTRY DES	(862.52)	ACH_DEBIT
12/18/2024	ORIG CO NAME: IRS ORIG ID: 3387702000 DESC DATE: 121824 CO ENTRY DESC	(5,175.74)	ACH_DEBIT
12/17/2024	Online ACH Payment 11155541285 To Susan Wade (_#####0178)	(150.27)	ACH_PAYMENT
12/17/2024	Online ACH Payment 11155551089 To Cheshire (_#####5530)	(2,500.00)	ACH_PAYMENT
12/17/2024	Basic Online Payroll Payment 11155429903 to #####7051	(105.82)	BASIC_PAYROLL
12/17/2024	Basic Online Payroll Payment 11155429899 to #####7064	(172.09)	BASIC_PAYROLL
12/17/2024	Online ACH Payment 11155420591 To Matthew Connelly (_#####6231)	(172.09)	ACH_PAYMENT
12/17/2024	Online ACH Payment 11155429910 To Brigid Seger (_#####1948)	(279.96)	ACH_PAYMENT
12/17/2024	Basic Online Payroll Payment 11155429901 to #####3260	(345.66)	BASIC_PAYROLL
12/17/2024	Basic Online Payroll Payment 11155420589 to #####9139	(364.78)	BASIC_PAYROLL
12/17/2024	Basic Online Payroll Payment 11155429902 to #####0649	(377.70)	BASIC_PAYROLL
12/17/2024	Online ACH Payment 11155420593 To Nancy (_#####4789)	(452.68)	ACH_PAYMENT
12/17/2024	Online ACH Payment 11155429907 To Julie Soberg (_#####1730)	(472.00)	ACH_PAYMENT
12/17/2024	Basic Online Payroll Payment 11155420586 to #####9748	(474.36)	BASIC_PAYROLL
12/17/2024	Basic Online Payroll Payment 11155420587 to #####1376	(475.80)	BASIC_PAYROLL
12/17/2024	Basic Online Payroll Payment 11155429898 to #####4522	(494.82)	BASIC_PAYROLL
12/17/2024	Basic Online Payroll Payment 11155429911 to #####5734	(596.42)	BASIC_PAYROLL
12/17/2024	Basic Online Payroll Payment 11155429904 to #####1601	(851.21)	BASIC_PAYROLL
12/17/2024	Basic Online Payroll Payment 11155429900 to #####0031	(856.41)	BASIC_PAYROLL
12/17/2024	Basic Online Payroll Payment 11155429908 to #####8462	(908.97)	BASIC_PAYROLL

DEBIT	12/17/2024	Basic Online Payroll Payment 11155429909 to #####4263	(980.13) BASIC_PAYROLL
DEBIT	12/17/2024	Basic Online Payroll Payment 11155420590 to #####0937	(984.07) BASIC_PAYROLL
DEBIT	12/17/2024	Online ACH Payment 11155420592 To Katelyn (_#####7795)	(999.42) ACH_PAYMENT
DEBIT	12/17/2024	Basic Online Payroll Payment 11155420585 to #####7671	(1,549.44) BASIC_PAYROLL
DEBIT	12/17/2024	Basic Online Payroll Payment 11155420583 to #####2902	(1,736.02) BASIC_PAYROLL
DEBIT	12/17/2024	Basic Online Payroll Payment 11155420588 to #####2173	(1,818.24) BASIC_PAYROLL
DEBIT	12/17/2024	Online ACH Payment 11155429905 To Evelyn (_#####9708)	(2,006.51) ACH_PAYMENT
DEBIT	12/16/2024	Online Payment 23070881102 To Frontier 12/16	(58.43) BILLPAY
DEBIT	12/16/2024	Online Payment 23070825677 To Baker and Taylor 12/16	(39.00) BILLPAY
DEBIT	12/16/2024	Online Payment 23070833425 To AMAZON CAPITAL SERVICES 12/16	(60.60) BILLPAY
DEBIT	12/16/2024	Online Payment 23070753236 To Time Warner Cable 12/16	(129.99) BILLPAY
DEBIT	12/12/2024	ORIG CO NAME:Equipment Financ ORIG ID:T411400571 DESC DATE:241211 CO ENTI	(407.88) ACH_DEBIT
DEBIT	12/11/2024	Online Payment 23012835695 To TIME WARNER CABLE 12/11	(195.00) BILLPAY
DEBIT	12/11/2024	Online Payment 23012833835 To Frontier 111182-4 12/11	(4.96) BILLPAY
DEBIT	12/11/2024	Online Payment 23012777316 To AMAZON CAPITAL SERVICES 12/11	(50.98) BILLPAY
DEBIT	12/11/2024	Online Payment 23012800609 To AMAZON CAPITAL SERVICES 12/11	(758.00) BILLPAY
DEBIT	12/11/2024	Online Payment 23012771327 To NECO FIRE & SAFETY 12/11	(145.00) BILLPAY
DEBIT	12/11/2024	Online Payment 23012754035 To ORANGE & ROCKLAND UTILITIES 12/11	(1,260.39) BILLPAY
DEBIT	12/11/2024	Online Payment 23012751741 To Baker and Taylor 12/11	(314.99) BILLPAY
DSLIP	12/10/2024	DEPOSIT ID NUMBER 337972	703.31 DEPOSIT
DSLIP	12/10/2024	DEPOSIT ID NUMBER 337969	999.14 DEPOSIT

Port Jervis Free Library Director's Report
January 21, 2025

Staffing Issues

1. Staffing Shortage
 - a. January – I will begin to look for another part-time staff member.
2. Staff Day
 - a. January – Staff development day will be held all day February 21. I am working on getting EMS in to do a demonstration and we will have patron relations/de-escalation training as well.
3. Hub
 - a. January – Staffing changes.

Building Issues

1. Facilities Updates
 - a. January – We have found a leak in one of the units in the attic. Ralph and George will be working to fix this in the coming days.
2. Carpet
 - a. November – I have created a RFP and submitted it to the board for approval.
 - b. December – At the board's request, we will look at fixing/replacing the front desk as well. I believe we could get these two projects done either together or separately.
 - c. January – With board approval, I have started sending out the carpet RFPs. I will let the board know as they come in and at what price.
3. Property
 - a. January – No update.
4. Sustainability
 - a. September – A dishwasher would allow us to use ceramic dishes and silverware for programs rather than paper and plastic ware.
 - b. October – I will continue to look into this as time allows.
 - c. November – This month or next month I'll speak with the recommended contractor about what it would take to get this going.
 - d. December – George came out to give a cost estimate for the dish washer in the first floor break room.
 - e. January – We have received the quote for the dish washer. It is my suggestion that we roll that in to a larger building project.

Policies and Procedures

1. Policy Manuals Update & Insurance
 - a. October – We received a grace period to get the necessary changes done to our internal policies.
 - b. December – I have attached additional edits that I would like to see in the manual with my report. I have been in contact with The Judith Bachman Law Firm PLLC. They will be writing the Contractor contract template for the library. This would complete the policy manual and our requirement for the insurance company.

- c. January – The policy manual is with FLEA pending review and the FOIL policy and forms should be finished as of this regular board meeting.
2. Patron Conduct Policy
 - a. January – The patron conduct policy is complete and ready to be approved.

Tech Issues

1. Website
 - a. October – Each library must find its own website developer.
 - b. November – I have received quotes from several different website developers and I have delivered them to the board for their input.
 - c. December – If the board doesn't have an opinion on who to go with, I would like to start to finalize an agreement with a finalist TBD before the end of the month.
 - d. January – Belsito Communications, Inc. is ready to start on our website. I should be receiving their completion timeline soon.

Friends of the Library and Community Organizations – January 2025

1. No Friends meeting since our last board meeting.
2. I have been going to Rotary and the Outdoor club meetings regularly to help promote the library.

Programs and Patron Report – January 2024

1. Connie will give the program report.
2. The Minisink contract patrons will have their library privileges extended until the 21st of January pending board review.

Grants and Funding

1. RCLS Grants
 - a. December – Connie applied for a Community Engagement Services Grant. We have received the grant for the learning device and subscription support! We should be receiving it in January.
 - b. January – We have received \$10,000 from the 2024 Senate Bullet Aid grant. This is to be applied for expanded youth programming.
2. E-Rate Grants
 - a. January – I had Stacy sit in on a webinar for E-Rate Grants through CIPA compliance. I think it would be a good idea to meet the RCLS representative in February and apply for the grant by becoming CIPA compliant.

Program Statistics for December 2024

Date	Topic	Attendance/ Participation	Notes
Mondays	Maker Mondays	34	4 Sessions; all ages
Wednesdays	Mixed Story Time	14 kids + 16 adults	3 Sessions; Ages 0-5 Stories, songs, interactive activities
Fridays	PreK Play Day	3 kids + 2 adults	4 Sessions; Open play time for toddlers & preschoolers
Dec. 7	Meet Mari Lwyd	5	Family program exploring a Welsh holiday tradition. For ages 8 & up
Dec. 17	It's Good to Be Gnome	7	Children's craft program for ages 8-12
Dec. 18	Cookie Painting	6	Cookie decorating program for grades K & up.
Dec. 20	Winter Solstice Story Time	Cancelled	For grades K & up. Canceled due to no registration.
Dec. 13	Hot Cocoa Chaos	5	Tweens & Teens. Hot cocoa tastings and a craft. Children who attended were 8 & 10 years old.
Dec. 17	YA Book Discussion	0	Teen program
Dec. 10	Edible Giftables	2 teens & 6 adults	Teen & adult food-based program.
Dec. 12	Sprayed Edges	5	Teen & adult craft program. No teens attended.
Thursdays	Fiber Crafts	39	Adult program. 4 Sessions
Mondays	Monday Morning Mingle for Seniors	0	Social time for senior citizens. 4 sessions
Dec.4	Art & Audiobooks	2	Adult program. Make a craft while listening to a short story.
Dec. 12	Women's Book Discussion	6	Adult program
Dec. 17	Write Now	0	Creative writing program for adults
Dec. 18	Genealogy Workshop	canceled	Adult program
Dec. 19	Bullet Journal Workshop	3	Adult program
Dec. 11	Tea Tasting	12	Adult program
Dec. 17	True Crimes Talk Tuesday	0	Adult program
Dec. 21	Saturday Fiber Crafts	2	Adult program
Dec. 5	Holiday Charcuterie	15	Adult program combining craft & food presentation.
Dec. 9	Diamond Art Snowflakes	8	Adult craft program
Dec. 9	Diamond Art Snowflakes	3 kids & 5 adults	Craft program. No teens registered for this YA program so we opened it up to adults and pre-teens.
Dec. 19	Ornaments & Yule Jars	11	Adult craft program.
Dec. 18	Cookie Recipe Swap	13	Cookie tasting & recipe swap. Open to all ages.
Dec. 31	Noon Year's Eve	18 kids & 12 adults	New Year celebration. Family program open to all ages
Mondays @ 10:30	HUB Classes for Seniors	5	Different topics each week. 4 sessions
Mondays @ 2:00	HUB Classes for Seniors	6	Different topics each week. A repeat of the morning sessions. 4 sessions
Tuesdays	Computer Classes for Adults	1	HUB program. Different topics each week. 3 sessions
Thursdays	HUB Kids Tech (Ages 13+)	0	4 sessions, each covering a different topic
Thursdays	HUB Kids Tech (Ages 9-12)	3	4 sessions, each covering a different topic

Program Statistics for December 2024

Thursdays	HUB Kids Tech (Ages 6-8)	4	4 sessions, each covering a different topic
Dec. 13	HUB Gaming Corner	0	For grades 4 & up
Tuesday nights	AIAnon	No stats	Outside Group

Our **Meet Mari Lwyd** program received the attention of the British Embassy! Jonathan Hood, British Consulate-General, contacted Curran about the program. He expressed his desire to attend but at the last moment, couldn't make it

Patron comments taken from various program evaluations:

Meet Mari Lwyd: "Great program!"

Holiday Charcuterie: "Lovely supplies provided. Very useful end result."

Cookie Recipe Swap: "This was phenomenal!"

Diamond Art: "Thank you for always doing these activities." "Awesome project." "Very relaxing."

Edible Giftables: "Starr always conducts very good programs."

Tea Tasting: "Love it!" "Thank you, Miss Connie! It's spectacular."

How to Use Smartphones: "Appreciate what this library offers."

Noon Year's Eve: "Another great job!" "It was fun."