

# Minutes of the Port Jervis Free Library Board of Trustees

May 16, 2023

10:00 a.m.

Present: Carey Sue Connelly, Carl Hendrick, Valerie Maginsky, Elizabeth Miller, Dick Roberts, Evelyn Rogers

Public: Barbara Cassidy, Antonia Marion, 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 – none

## IV Minutes (Attachment 1A-B)

*Dick made a motion, seconded by Valerie, to approve the minutes of the April 18, 2023 meeting. Unanimously passed.* Valerie noted that Warwick had rewritten its book ban policy to make banning of books more difficult, including that the person requesting the removal must be a local library patron.

*Dick made a motion, seconded by Valerie, to approve the minutes of the May 3, 2023 budget meeting. Unanimously passed, with Carey Sue and Liz abstaining.*

V Correspondence – none

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

*Dick made a motion, seconded by Carey Sue, to approve the statistics, financial reports and bills as presented. Unanimously passed.* On an on-going basis, transfers of funds from the NYLAF to Chase accounts will be approved by Carl and Liz before the transfer is made.

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

- Evelyn ordered the seven computers for the HUB as authorized by the Board at the May 3 meeting. This purchase was agreed to when the maintenance agreement with RCLS was approved.
- It was agreed to wait until the Library is billed by other libraries for resources still outstanding from former Mount Hope and Greenville patrons. These patrons received phone calls in April in an attempt to recover these resources.
- Evelyn reported that the new employee, Kaitlyn Tobey, will avail herself of any tech-related courses available to her.
- *Dick made a motion, seconded by Liz, to approve the Director's Report as submitted. Unanimously passed.*

## VIII Old Business (Attachment 4)

- *Dick made a motion, seconded by Valerie, to approve the 2023-2024 budget as discussed at the May 3, 2023 meeting, with overall income/expenses of \$1,310,579, including \$1,143,257 to be raised through taxes. Unanimously approved.*
- *Valerie made a motion, seconded by Carey Sue, to approve the RFP for Service Plan and Public Notice Ad for solicitation of consultants for the Strategic Plan update. Unanimously passed.* Evelyn will send the legal notice to the Times-Herald Record for publication on Sunday, May 21, and post the RFP to the website on Friday, May 19, as well as email the list of consultants on Friday, directing them

to the website for details. She will maintain a list of those who receive direct emails and also of any who present questions, and will prepare a FAQ of such questions for posting on the website.

- Signs have been ordered to prohibit dumping in the Library's trash bins; Ralph has reported no further occurrences.
- The Civil Service test for Library Clerk was administered on May 13 with 5 people sitting for the exam. Results are reported to be available in a month.

#### **IX New Business (Attachment 5)**

- *Dick made a motion, seconded by Valerie, to approve the proposal for bookkeeping services as presented for the year ended June 30, 2024. An RFP will be needed prior to next year's appointment. Unanimously passed.*
- *Dick made a motion, seconded by Valerie, to increase bonding of employees/trustees to \$500,000 at a reported cost of \$190. Unanimously passed.*
- Valerie reported on the Downtown Revitalization Initiative (DRI). Two outreach activities involving the Library will be held: (1) the Fall Foliage Festival, in which the Library regularly participates and (2) and a special activity event day (possibly a scavenger hunt) at which DRI members would be in attendance to canvass attendees as to what Port Jervis needs from its Library. This event will be scheduled sometime after the school year is over.
- The RCLS training schedule has been released.
- The Reorganization meeting will be held on July 1 at 10:00 a.m. Notary availability will need to be coordinated.
- A painting of Dr. Bell's will be donated to the Library.

**X Next Meeting** – The next regularly scheduled meeting will take place Tuesday, June 20, 2023 at 10:00 a.m. A budget public hearing meeting will take place on Thursday, May 25, 2023.

#### **XI Executive Session**

*Carey Sue made a motion, seconded by Dick, to enter into Executive Session at 10:38 a.m. Unanimously passed. Dick made a motion, seconded by Valerie, to adjourn Executive Session at 10:56 a.m. Unanimously passed.*

**XII Adjournment** – *Dick made a motion, seconded by Carey Sue, to adjourn the meeting at 10:56 a.m. Unanimously passed.*

Respectfully Submitted,

Susan Wade, Board Secretary

Port Jervis Free Library  
**Balance Sheet**  
As of May 31, 2023

	<u>May 31, 23</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Cash Exchange	300.00
Savings-TD Bank	7,337.71
1005 · NYLAF	1,233,494.52
1006 · CHASE CHECKING	186,309.70
1007 · Chase Savings	1,996.18
<b>Total Checking/Savings</b>	<u>1,429,438.11</u>
<b>Total Current Assets</b>	<u>1,429,438.11</u>
<b>TOTAL ASSETS</b>	<u><u>1,429,438.11</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
Accounts Payable	2,043.44
<b>Total Accounts Payable</b>	<u>2,043.44</u>
<b>Other Current Liabilities</b>	
2200 · Federal Withholding Tax Paya...	103.56
2210 · Social Security Tax Payable	23.19
2212 · Medicare Withholding Tax Pay...	-25.43
2220 · NYS Withholding Tax	16.98
2230 · NYS Retirement	10,498.50
2231 · NYS Retirement Loans	-4.82
2233 · Deferred comp withheld	0.46
<b>Total Other Current Liabilities</b>	<u>10,612.44</u>
<b>Total Current Liabilities</b>	<u>12,655.88</u>
<b>Total Liabilities</b>	12,655.88
<b>Equity</b>	
Fund Balance - Assigned	73,155.00
Fund Balance - Restricted	7,250.00
Fund Balance - Unassigned	475,585.77
3900 · Retained Earnings	396,432.57
Net Income	464,358.89
<b>Total Equity</b>	<u>1,416,782.23</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>1,429,438.11</u></u>

Port Jervis Free Library  
Profit & Loss Budget vs. Actual  
July 2022 through June 2023

	Jul '22 - Jun 23	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Real Property Taxes	1,131,784.89	1,120,841.00	10,943.89	101.0%
PILOT	1,638.49	2,000.00	-361.51	81.9%
<b>Charges for Services</b>				
4000 · Book Sales	3,124.83	1,500.00	1,624.83	208.3%
4001 · Fines	823.85	1,000.00	-176.15	82.4%
4002 · NonResident Fees	975.00	600.00	375.00	162.5%
4003 · Copier Fees	9,501.84	2,838.00	6,663.84	334.8%
<b>Total Charges for Services</b>	<b>14,425.52</b>	<b>5,938.00</b>	<b>8,487.52</b>	<b>242.9%</b>
4055 · Services to Other Governments	51,525.00	10,000.00	41,525.00	515.3%
<b>Miscellaneous</b>				
4004 · Gifts	381.54	300.00	81.54	127.2%
4008 · Library Merchandise	75.00	0.00	75.00	100.0%
<b>Total Miscellaneous</b>	<b>456.54</b>	<b>300.00</b>	<b>156.54</b>	<b>152.2%</b>
<b>Operating Grants</b>				
4023 · Local Public Funds OLA	9,826.90	4,500.00	5,326.90	218.4%
4025 · State Aid LLSA	5,163.00	5,000.00	163.00	103.3%
4026 · RCLS Grnts & St. Aid thru R...	17,000.00	3,000.00	14,000.00	566.7%
4027 · Grants/Child Nut/Other	900.00			
<b>Total Operating Grants</b>	<b>32,889.90</b>	<b>12,500.00</b>	<b>20,389.90</b>	<b>263.1%</b>
<b>Interest Income</b>	<b>33,622.68</b>	<b>1,000.00</b>	<b>32,622.68</b>	<b>3,362.3%</b>
<b>Total Income</b>	<b>1,266,343.02</b>	<b>1,152,579.00</b>	<b>113,764.02</b>	<b>109.9%</b>
<b>Gross Profit</b>	<b>1,266,343.02</b>	<b>1,152,579.00</b>	<b>113,764.02</b>	<b>109.9%</b>
<b>Expense</b>				
<b>Personal Services</b>				
6002 · Salaries Director	63,924.70	65,000.00	-1,075.30	98.3%
6000 · Salaries Clerical FT	158,157.35	154,000.00	4,157.35	102.7%
6001 · Salaries Clerical PT	180,090.20	228,800.00	-48,709.80	78.7%
6003 · Salaries Maintenance	47,011.99	50,925.00	-3,913.01	92.3%
<b>Total Personal Services</b>	<b>449,184.24</b>	<b>498,725.00</b>	<b>-49,540.76</b>	<b>90.1%</b>
<b>Contractual</b>				
6005 · Board Reporting	1,178.00	1,827.00	-649.00	64.5%
6030 · Books	21,984.52	25,000.00	-3,015.48	87.9%
6031 · Books Children	4,731.58	7,000.00	-2,268.42	67.6%
6032 · Book Friends	655.26	1,000.00	-344.74	65.5%
6035 · Periodicals	11,651.21	5,800.00	5,851.21	200.9%
6038 · Audio Adult	3,206.81	4,500.00	-1,293.19	71.3%
6039 · Video Adult	1,285.59	4,650.00	-3,364.41	27.6%
6040 · Video Children	106.15	1,500.00	-1,393.85	7.1%
6041 · ANSER	13,127.94	50,000.00	-36,872.06	26.3%
① 6045 · Computer Eqpt/Software	13,824.62	5,000.00	8,824.62	276.5%
6050 · Library Supplies	4,567.98	8,500.00	-3,932.02	53.7%
6055 · Ins/Fire, Liab, Comp	20,882.59	22,500.00	-1,617.41	92.8%
6060 · Utilities Electricity	10,117.64	17,000.00	-6,882.36	59.5%
6061 · Utilities Gas	7,762.17	11,000.00	-3,237.83	70.6%
6062 · Utilities Water	1,076.74	2,200.00	-1,123.26	48.9%
6065 · Utilities Telephone/Internet	4,576.98	6,000.00	-1,423.02	76.3%
6070 · Building Janitorial Supp	1,016.50	6,000.00	-4,983.50	16.9%
6071 · Building Maintenance	8,790.00	24,977.00	-16,187.00	35.2%
6072 · Building Improvements	0.00	29,650.00	-29,650.00	0.0%
② 6075 · Copier Maintenance	5,071.49	5,000.00	71.49	101.4%
6081 · Microfilm	630.00	750.00	-120.00	84.0%
6086 · Professional Services	18,881.50	10,000.00	8,881.50	188.8%
6087 · HUB	0.00	45,000.00	-45,000.00	0.0%
6088 · Bookkeeping	52,937.50	57,750.00	-4,812.50	91.7%
6090 · Advertising	0.00	500.00	-500.00	0.0%
6095 · Conferences	354.00	700.00	-346.00	50.6%

Port Jervis Free Library  
**Profit & Loss Budget vs. Actual**  
July 2022 through June 2023

	Jul '22 - Jun 23	Budget	\$ Over Budget	% of Budget
6100 · Dues	254.00	600.00	-346.00	42.3%
6120 · Postage	991.19	2,000.00	-1,008.81	49.6%
6125 · Programs	2,135.76	5,000.00	-2,864.24	42.7%
6126 · Programs Children	462.58	5,000.00	-4,537.42	9.3%
6133 · Library Election	320.00	1,000.00	-680.00	32.0%
6134 · Elevator	3,929.75	6,000.00	-2,070.25	65.5%
6135 · Historical Preservation	0.00	500.00	-500.00	0.0%
⑤ 6137 · Security System	2,213.00	2,000.00	213.00	110.7%
<b>Total Contractual</b>	<b>218,723.05</b>	<b>375,904.00</b>	<b>-157,180.95</b>	<b>58.2%</b>
<b>Employee Benefits</b>				
6010 · Employer Social Security	27,859.99	30,500.00	-2,640.01	91.3%
6015 · Employer Medicare	6,515.68	7,250.00	-734.32	89.9%
6056 · Insurance Wkmns Comp	437.50	5,000.00	-4,562.50	8.8%
6057 · Insurance Disability	2,148.70	3,000.00	-851.30	71.6%
6085 · Civil Service	1,744.33	2,200.00	-455.67	79.3%
6131 · Benefits Health Ins	87,271.82	170,000.00	-82,728.18	51.3%
6132 · Benefits Retirement	39,146.00	60,000.00	-20,854.00	65.2%
<b>Total Employee Benefits</b>	<b>165,124.02</b>	<b>277,950.00</b>	<b>-112,825.98</b>	<b>59.4%</b>
<b>Total Expense</b>	<b>833,031.31</b>	<b>1,152,579.00</b>	<b>-319,547.69</b>	<b>72.3%</b>
<b>Net Ordinary Income</b>	<b>433,311.71</b>	<b>0.00</b>	<b>433,311.71</b>	<b>100.0%</b>
<b>Net Income</b>	<b>433,311.71</b>	<b>0.00</b>	<b>433,311.71</b>	<b>100.0%</b>

- ① batch purchase of computers to comply with RCLS agreement
- ② printer ink purchases higher than anticipated to keep up with higher than anticipated usage (and corresponding income)
- ③ payment for next fiscal year included in current year

PORT JERVIS FREE LIBRARY  
 CHASE CHECKING ACCOUNT ACTIVITY  
 May 10, 2023 to June 13, 2023

Details	Posting Date	Description	Amount	Type
CREDIT	6/13/2023	DEPOSIT	1,467.95	MISC_CREDIT
CREDIT	6/13/2023	DEPOSIT	3,492.32	MISC_CREDIT
CHECK	6/13/2023	CHECK 1086	(125.00)	CHECK_PAID
CHECK	6/12/2023	CHECK 1089	(160.00)	CHECK_PAID
DEBIT	6/8/2023	ORIG CO NAME:NYS DTF WT ORIG ID:S146013200 DESC DATE: CO ENTRY DES	(702.77)	ACH_DEBIT
DEBIT	6/7/2023	Online Payment 17565136485 To PITNEY BOWES PURCHASE POWER 06/07	(263.25)	BILLPAY
DEBIT	6/7/2023	Online Payment 17565108877 To TOSHIBA FINANCIAL SERVICES (ELEC 06/07	(555.56)	BILLPAY
DEBIT	6/7/2023	Online Payment 17565106970 To Time Warner Cable 06/07	(129.99)	BILLPAY
DEBIT	6/7/2023	Online Payment 17565106027 To PN FIRE AND ALARM 06/07	(922.00)	BILLPAY
DEBIT	6/7/2023	Online Payment 17565088015 To NY ST DEPT CIVIL SVC-AGENCY PMT 06/07	(8,305.42)	BILLPAY
DEBIT	6/7/2023	Online Payment 17565086659 To Kanopy 06/07	(48.00)	BILLPAY
DEBIT	6/7/2023	Online Payment 17565111788 To Frontier 111182-4 06/07	(5.03)	BILLPAY
DEBIT	6/7/2023	Online Payment 17565101705 To CARDMEMBER SERVICE 06/07	(1,048.95)	BILLPAY
DEBIT	6/7/2023	Online Payment 17565094417 To Brodart Co 06/07	(304.60)	BILLPAY
DEBIT	6/7/2023	Online Payment 17565079264 To Brodart Co 06/07	(121.42)	BILLPAY
DEBIT	6/7/2023	Online Payment 17565068855 To BLACKSTONE PUBLISHING 06/07	(32.00)	BILLPAY
DEBIT	6/7/2023	ORIG CO NAME:IRS ORIG ID:3387702000 DESC DATE:060723 CO ENTRY DESC	(4,443.78)	ACH_DEBIT
DEBIT	6/6/2023	Online ACH Payment 11020895369 To Katelyn (#####7795)	(495.37)	ACH_PAYMENT
DEBIT	6/6/2023	Online ACH Payment 11020895365 To Evelyn (#####9708)	(1,944.65)	ACH_PAYMENT
DEBIT	6/6/2023	ORIG CO NAME:9102716322 ORIG ID:9716322001 DESC DATE:230606 CO ENTRY	(494.14)	ACH_DEBIT
DEBIT	6/6/2023	Basic Online Payroll Payment 11020895539 to #####1376	(362.96)	BASIC_PAYROLL
DEBIT	6/6/2023	Basic Online Payroll Payment 11020895364 to #####0937	(945.28)	BASIC_PAYROLL
DEBIT	6/6/2023	Basic Online Payroll Payment 11020895353 to #####0649	(331.19)	BASIC_PAYROLL
DEBIT	6/6/2023	Basic Online Payroll Payment 11020895356 to #####1601	(656.69)	BASIC_PAYROLL
DEBIT	6/6/2023	Basic Online Payroll Payment 11020895363 to #####0031	(805.74)	BASIC_PAYROLL
DEBIT	6/6/2023	Basic Online Payroll Payment 11020895370 to #####7671	(1,457.88)	BASIC_PAYROLL
DEBIT	6/6/2023	Basic Online Payroll Payment 11020895352 to #####2902	(1,646.31)	BASIC_PAYROLL
DEBIT	6/6/2023	Basic Online Payroll Payment 11020895359 to #####7258	(180.98)	BASIC_PAYROLL
DEBIT	6/6/2023	Basic Online Payroll Payment 11020895366 to #####2761	(299.60)	BASIC_PAYROLL

DEBIT	5/23/2023	Online Payment 17425208717 To RCLS 05/23	(59.40)	BILLPAY
DEBIT	5/23/2023	Online Payment 17425208026 To RCLS 05/23	(6,203.50)	BILLPAY
DEBIT	5/23/2023	Online ACH Payment 11019640928 To Katelyn (_#####7795)	(506.80)	ACH_PAYMENT
DEBIT	5/23/2023	Online ACH Payment 11019640927 To Evelyn (_#####9708)	(1,944.65)	ACH_PAYMENT
DEBIT	5/23/2023	Basic Online Payroll Payment 11019640916 to #####7258	(75.38)	BASIC_PAYROLL
DEBIT	5/23/2023	Basic Online Payroll Payment 11019640921 to #####5734	(532.75)	BASIC_PAYROLL
DEBIT	5/23/2023	Basic Online Payroll Payment 11019640923 to #####1376	(532.99)	BASIC_PAYROLL
DEBIT	5/23/2023	Basic Online Payroll Payment 11019640922 to #####0937	(945.27)	BASIC_PAYROLL
DEBIT	5/23/2023	Basic Online Payroll Payment 11019640915 to #####0649	(356.06)	BASIC_PAYROLL
DEBIT	5/23/2023	Basic Online Payroll Payment 11019640909 to #####7064	(501.30)	BASIC_PAYROLL
DEBIT	5/23/2023	Basic Online Payroll Payment 11019640920 to #####9748	(540.42)	BASIC_PAYROLL
DEBIT	5/23/2023	Basic Online Payroll Payment 11019640919 to #####7671	(1,457.87)	BASIC_PAYROLL
DEBIT	5/23/2023	Basic Online Payroll Payment 11019640910 to #####4522	(1,657.06)	BASIC_PAYROLL
DEBIT	5/23/2023	Basic Online Payroll Payment 11019640924 to #####2761	(276.16)	BASIC_PAYROLL
DEBIT	5/23/2023	Basic Online Payroll Payment 11019640917 to #####3260	(352.84)	BASIC_PAYROLL
DEBIT	5/23/2023	Basic Online Payroll Payment 11019640911 to #####7419	(691.18)	BASIC_PAYROLL
DEBIT	5/23/2023	Basic Online Payroll Payment 11019640912 to #####8241	(476.70)	BASIC_PAYROLL
DEBIT	5/23/2023	Basic Online Payroll Payment 11019640913 to #####5804	(495.94)	BASIC_PAYROLL
DEBIT	5/23/2023	Basic Online Payroll Payment 11019640925 to #####0031	(805.72)	BASIC_PAYROLL
DEBIT	5/23/2023	Basic Online Payroll Payment 11019640926 to #####4263	(897.57)	BASIC_PAYROLL
DEBIT	5/23/2023	Basic Online Payroll Payment 11019640918 to #####2902	(1,646.32)	BASIC_PAYROLL
DEBIT	5/23/2023	Basic Online Payroll Payment 11019640914 to #####1601	(802.31)	BASIC_PAYROLL
CHECK	5/22/2023	CHECK 1085	(1,000.00)	CHECK_PAID
DEBIT	5/19/2023	Online ACH Payment 11019518612 To SusanWade (_#####0178)	(105.10)	ACH_PAYMENT
DEBIT	5/19/2023	Online ACH Payment 11019518532 To SusanWade (_#####0178)	(548.00)	ACH_PAYMENT
DEBIT	5/11/2023	Online Payment 17325116895 To Time Warner Cable 05/11	(129.99)	BILLPAY
DEBIT	5/11/2023	Online Payment 17325124330 To Frontier 05/11	(55.29)	BILLPAY
DEBIT	5/11/2023	Online Payment 17325113265 To DEMCO 05/11	(462.94)	BILLPAY
DEBIT	5/11/2023	Online Payment 17325099537 To CARDMEMBER SERVICE 05/11	(875.88)	BILLPAY
DEBIT	5/11/2023	Online Payment 17325111266 To Brodart Co 05/11	(276.87)	BILLPAY
DEBIT	5/11/2023	Online Payment 17325110291 To Brodart Co 05/11	(83.06)	BILLPAY
DEBIT	5/11/2023	Online Payment 17325096064 To BLACKSTONE PUBLISHING 05/11	(23.99)	BILLPAY
DEBIT	5/11/2023	Online Payment 17325077030 To Baker and Taylor 05/11	(168.17)	BILLPAY
DEBIT	5/11/2023	Online Payment 17325045379 To ORANGE & ROCKLAND UTILITIES 05/11	(1,183.08)	BILLPAY

DEBIT	6/6/2023	Basic Online Payroll Payment 11020895371 to #####4263	(897.58)	BASIC_PAYROLL
DEBIT	6/6/2023	Basic Online Payroll Payment 11020895354 to #####7064	(432.13)	BASIC_PAYROLL
DEBIT	6/6/2023	Basic Online Payroll Payment 11020895350 to #####5804	(495.92)	BASIC_PAYROLL
DEBIT	6/6/2023	Basic Online Payroll Payment 11020895368 to #####5734	(532.75)	BASIC_PAYROLL
DEBIT	6/6/2023	Basic Online Payroll Payment 11020895355 to #####4522	(1,657.05)	BASIC_PAYROLL
DEBIT	6/6/2023	Basic Online Payroll Payment 11020895360 to #####3260	(204.75)	BASIC_PAYROLL
DEBIT	6/6/2023	Basic Online Payroll Payment 11020895358 to #####8241	(379.52)	BASIC_PAYROLL
DEBIT	6/6/2023	Basic Online Payroll Payment 11020895367 to #####9748	(513.32)	BASIC_PAYROLL
DEBIT	6/6/2023	Basic Online Payroll Payment 11020895357 to #####7419	(638.39)	BASIC_PAYROLL
DEBIT	6/5/2023	SERVICE CHARGES FOR THE MONTH OF MAY	(30.25)	FEE_TRANSACTION
DEBIT	6/2/2023	Basic Online Payroll Payment 11020563323 to #####4726	(164.90)	BASIC_PAYROLL
DEBIT	6/2/2023	Basic Online Payroll Payment 11020563326 to #####2214	(164.90)	BASIC_PAYROLL
DEBIT	6/2/2023	Basic Online Payroll Payment 11020563324 to #####7906	(164.90)	BASIC_PAYROLL
DEBIT	6/2/2023	Basic Online Payroll Payment 11020563325 to #####9692	(164.90)	BASIC_PAYROLL
DEBIT	6/2/2023	Basic Online Payroll Payment 11020563322 to #####3325	(164.90)	BASIC_PAYROLL
CREDIT	6/2/2023	REVERSAL -Basic Online Payroll Payment 11020367421 to #####0031	20.00	MISC_CREDIT
DEBIT	6/1/2023	Online ACH Payment 11020563327 To Susan Wade (#####0178)	(4,812.50)	ACH_PAYMENT
DEBIT	6/1/2023	Basic Online Payroll Payment 11020367421 to #####0031	(20.00)	BASIC_PAYROLL
DEBIT	6/1/2023	Basic Online Payroll Payment 11020367421 to #####0031	(20.00)	BASIC_PAYROLL
DEBIT	5/30/2023	Online Payment 17480871488 To Frontier 111182-4 05/30	(275.55)	BILLPAY
DEBIT	5/30/2023	Online Payment 17480886130 To Tri State Paper and Cleaning 05/30	(202.74)	BILLPAY
DEBIT	5/30/2023	Online Payment 17480891937 To Time Warner Cable 05/30	(450.50)	BILLPAY
DEBIT	5/30/2023	Online Payment 17480891131 To TOSHIBA FINANCIAL SERVICES (ELEC 05/30	(773.00)	BILLPAY
DEBIT	5/30/2023	Online Payment 17480873447 To RCLS 05/30	(2,656.00)	BILLPAY
DEBIT	5/30/2023	Online Payment 17480866250 To RCLS 05/30	(4.96)	BILLPAY
DEBIT	5/30/2023	Online Payment 17480871488 To Frontler 111182-4 05/30	(151.86)	BILLPAY
DEBIT	5/30/2023	Online Payment 17480864418 To Brodart Co 05/30	(406.79)	BILLPAY
DEBIT	5/30/2023	Online Payment 17480849518 To BLACKSTONE PUBLISHING 05/30	(13.96)	BILLPAY
DEBIT	5/30/2023	Online Payment 17480848283 To Baker and Taylor 05/30	(73.10)	BILLPAY
DEBIT	5/30/2023	Online Payment 17480836964 To Baker and Taylor 05/30	(120.20)	BILLPAY
DEBIT	5/30/2023	Online Payment 17480854451 To Baker and Taylor 05/30	(336.67)	BILLPAY
DEBIT	5/30/2023	Online Payment 17480860656 To Baker and Taylor 05/30	100,000.00	ACH_CREDIT
CREDIT	5/30/2023	ORIG CO NAME:NYLAF ORIG ID:1113470543 DESC DATE:	(741.65)	ACH_DEBIT
DEBIT	5/25/2023	ORIG CO NAME:NY S DTF WT ORIG ID:S146013200 DESC DATE:	(4,637.08)	ACH_DEBIT
DEBIT	5/24/2023	ORIG CO NAME:IRS ORIG ID:3387702000 DESC DATE:052423 CO ENTRY DESC		



## Port Jervis Free Library Payroll Summary May 2023

	Hours	Rate	May 23	Hours	Rate	May 23	Hours	Rate	May 23	Hours
<b>Employee Wages, Taxes and Adjustments</b>										
<b>Gross Pay</b>										
Salaries and Wages Director		0.00	0.00			0.00			0.00	
Salaries and Wages FT		0.00	0.00	140	30.30	4,242.00			0.00	
Salaries and Wages NITNC		0.00	0.00			0.00			0.00	
Salaries and Wages PT	68.5	23.68	1,589.58			0.00	76	16.63	1,263.88	26
<b>Total Gross Pay</b>	68.5		1,589.58	140		4,242.00	76		1,263.88	26
<b>Deductions from Gross Pay</b>										
Health Insurance		0.00	0.00			0.00			0.00	
Retirement		0.00	0.00			0.00			-37.92	
Retirement Loan		0.00	0.00			0.00			0.00	
<b>Total Deductions from Gross Pay</b>			0.00			0.00			-37.92	
<b>Adjusted Gross Pay</b>	68.5		1,589.58	140		4,242.00	76		1,225.96	26
<b>Taxes Withheld</b>										
Federal Withholding		-126.00	-126.00			-386.00			-82.00	
Medicare Employee		-23.05	-23.05			-61.50			-18.32	
Social Security Employee		-98.55	-98.55			-263.00			-78.37	
NY - Withholding		-43.64	-43.64			-214.98			-42.28	
NY - Disability Employee		-2.40	-2.40			-2.40			-2.40	
Medicare Employee Addl Tax		0.00	0.00			0.00			0.00	
<b>Total Taxes Withheld</b>			-293.64			-927.88			-223.37	
<b>Net Pay</b>	68.5		1,295.94	140		3,314.12	76		1,002.59	26
<b>Employer Taxes and Contributions</b>										
Medicare Company		23.05	23.05			61.50			18.32	
Social Security Company		98.55	98.55			263.00			78.37	
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	
<b>Total Employer Taxes and Contributions</b>			121.60			324.50			96.69	

**Port Jervis Free Library  
Payroll Summary  
May 2023**

	Rate	May 23	Hours	Rate	May 23	Hours	Rate	May 23	Hours	Rate
<b>Employee Wages, Taxes and Adjustments</b>										
<b>Gross Pay</b>										
Salaries and Wages Director	0.00	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		0.00
Salaries and Wages MTNC	0.00	0.00		0.00	0.00		0.00	0.00		0.00
Salaries and Wages PT	17.14	445.64	76	17.14	1,302.64	76	26.45	2,010.20	75	28.84
<b>Total Gross Pay</b>		<b>445.64</b>	<b>76</b>		<b>1,302.64</b>	<b>76</b>		<b>2,010.20</b>	<b>75</b>	
<b>Deductions from Gross Pay</b>										
Health Insurance	0.00	0.00		0.00	0.00		0.00	0.00		0.00
Retirement	-13.37	-13.37		0.00	0.00		0.00	0.00		0.00
Retirement Loan	0.00	0.00		0.00	0.00		0.00	0.00		0.00
<b>Total Deductions from Gross Pay</b>		<b>-13.37</b>			<b>0.00</b>			<b>0.00</b>		
<b>Adjusted Gross Pay</b>		<b>432.27</b>	<b>76</b>		<b>1,302.64</b>	<b>76</b>		<b>2,010.20</b>	<b>75</b>	
<b>Taxes Withheld</b>										
Federal Withholding	-13.00	-13.00		-90.00	-90.00		-176.00	-176.00		-176.00
Medicare Employee	-6.46	-6.46		-18.89	-18.89		-29.15	-29.15		-29.15
Social Security Employee	-27.63	-27.63		-80.76	-80.76		-124.63	-124.63		-124.63
NY - Withholding	-33.92	-33.92		-29.74	-29.74		-66.56	-66.56		-66.56
NY - Disability Employee	-1.71	-1.71		-2.40	-2.40		-2.40	-2.40		-2.40
Medicare Employee Addl Tax	0.00	0.00		0.00	0.00		0.00	0.00		0.00
<b>Total Taxes Withheld</b>		<b>-82.72</b>			<b>-221.79</b>			<b>-398.74</b>		
<b>Net Pay</b>		<b>349.55</b>	<b>76</b>		<b>1,080.85</b>	<b>76</b>		<b>1,611.46</b>	<b>75</b>	
<b>Employer Taxes and Contributions</b>										
Medicare Company	6.46	6.46		18.89	18.89		29.15	29.15		29.15
Social Security Company	27.63	27.63		80.76	80.76		124.63	124.63		124.63
NY - Disability Company	0.00	0.00		0.00	0.00		0.00	0.00		0.00
NY - Unemployment	0.00	0.00		0.00	0.00		0.00	0.00		0.00
NY - MCTMT (Transit Tax)	0.00	0.00		0.00	0.00		0.00	0.00		0.00
<b>Total Employer Taxes and Contributions</b>		<b>34.09</b>			<b>99.65</b>			<b>153.78</b>		

Port Jervis Free Library  
Payroll Summary  
May 2023

	May 23	Hours	Rate	May 23	Hours	Rate	May 23	Hours	Rate	May 23
<b>Employee Wages, Taxes and Adjustments</b>										
Gross Pay										
Salaries and Wages Director	0.00			0.00			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	2,163.00	55.75	17.60	981.20	64.25	17.90	1,150.08	30	31.52	945.60
<b>Total Gross Pay</b>	<b>2,163.00</b>	<b>55.75</b>		<b>981.20</b>	<b>64.25</b>		<b>1,150.08</b>	<b>30</b>		<b>945.60</b>
<b>Deductions from Gross Pay</b>										
Health Insurance	0.00			0.00			0.00			0.00
Retirement	-64.89			0.00			0.00			0.00
Retirement Loan	0.00			0.00			0.00			0.00
<b>Total Deductions from Gross Pay</b>	<b>-64.89</b>			<b>0.00</b>			<b>0.00</b>			<b>0.00</b>
<b>Adjusted Gross Pay</b>	<b>2,098.11</b>	<b>55.75</b>		<b>981.20</b>	<b>64.25</b>		<b>1,150.08</b>	<b>30</b>		<b>945.60</b>
<b>Taxes Withheld</b>										
Federal Withholding	-217.00			0.00			-9.00			-64.00
Medicare Employee	-31.36			-14.23			-16.67			-13.71
Social Security Employee	-134.11			-60.83			-71.30			-58.63
NY - Withholding	-87.40			-8.64			-23.23			-45.06
NY - Disability Employee	-2.40			-2.40			-2.40			-2.40
Medicare Employee Addl Tax	0.00			0.00			0.00			0.00
<b>Total Taxes Withheld</b>	<b>-472.27</b>			<b>-86.10</b>			<b>-122.60</b>			<b>-183.80</b>
<b>Net Pay</b>	<b>1,625.84</b>	<b>55.75</b>		<b>895.10</b>	<b>64.25</b>		<b>1,027.48</b>	<b>30</b>		<b>761.80</b>
<b>Employer Taxes and Contributions</b>										
Medicare Company	31.36			14.23			16.67			13.71
Social Security Company	134.11			60.83			71.30			58.63
NY - Disability Company	0.00			0.00			0.00			0.00
NY - Unemployment	0.00			0.00			0.00			0.00
NY - MCTM/T (Transit Tax)	0.00			0.00			0.00			0.00
<b>Total Employer Taxes and Contributions</b>	<b>165.47</b>			<b>75.06</b>			<b>87.97</b>			<b>72.34</b>

**Port Jarvis Free Library  
Payroll Summary  
May 2023**

	Hours	Rate	May 23	Hours	Rate	May 23	Hours	Rate	May 23	Hours
<b>Employee Wages, Taxes and Adjustments</b>										
<b>Gross Pay</b>										
Salaries and Wages Director			0.00			0.00	140	35.71	4,999.40	140
Salaries and Wages FT			0.00			0.00			0.00	
Salaries and Wages MTNC	27	29.94	808.38	62	15.63	969.06			0.00	
Salaries and Wages PT										
<b>Total Gross Pay</b>	<b>27</b>		<b>808.38</b>	<b>62</b>		<b>969.06</b>	<b>140</b>		<b>4,999.40</b>	<b>140</b>
<b>Deductions from Gross Pay</b>										
Health Insurance			0.00			0.00			0.00	
Retirement			0.00			0.00			-224.98	
Retirement Loan			0.00			0.00			0.00	
<b>Total Deductions from Gross Pay</b>			<b>0.00</b>			<b>0.00</b>			<b>-224.98</b>	
<b>Adjusted Gross Pay</b>	<b>27</b>		<b>808.38</b>	<b>62</b>		<b>969.06</b>	<b>140</b>		<b>4,774.42</b>	<b>140</b>
<b>Taxes Withheld</b>										
Federal Withholding			-65.00			-56.00			-284.00	
Medicare Employee			-11.73			-14.05			-72.49	
Social Security Employee			-50.12			-60.08			-309.97	
NY - Withholding			-9.57			-15.99			-216.26	
NY - Disability Employee			-2.40			-2.40			-2.40	
Medicare Employee Addl Tax			0.00			0.00			0.00	
<b>Total Taxes Withheld</b>			<b>-138.82</b>			<b>-148.52</b>			<b>-885.12</b>	
<b>Net Pay</b>	<b>27</b>		<b>669.56</b>	<b>62</b>		<b>820.54</b>	<b>140</b>		<b>3,889.30</b>	<b>140</b>
<b>Employer Taxes and Contributions</b>										
Medicare Company			11.73			14.05			72.49	
Social Security Company			50.12			60.08			309.97	
NY - Disability Company			0.00			0.00			0.00	
NY - Unemployment			0.00			0.00			0.00	
NY - MICTMT (Transit Tax)			0.00			0.00			0.00	
<b>Total Employer Taxes and Contributions</b>			<b>61.85</b>			<b>74.13</b>			<b>382.46</b>	

Port Jervis Free Library  
Payroll Summary  
May 2023

	Rate	May 23	Hours	Rate	May 23	Hours	Rate	May 23	Hours	Rate
<b>Employee Wages, Taxes and Adjustments</b>										
<b>Gross Pay</b>										
Salaries and Wages Director	0.00	0.00		0.00	0.00		0.00	0.00		0.00
Salaries and Wages FT	19.76	2,766.40		0.00	0.00		0.00	0.00		0.00
Salaries and Wages INTNC	0.00	0.00	52	15.63	812.76	76	16.88	1,282.88	160	24.09
Salaries and Wages PT	0.00	0.00								
<b>Total Gross Pay</b>		<b>2,766.40</b>	<b>52</b>		<b>812.76</b>	<b>76</b>		<b>1,282.88</b>	<b>160</b>	
<b>Deductions from Gross Pay</b>										
Health Insurance		-219.24			0.00			0.00		0.00
Retirement		-83.00			0.00			0.00		0.00
Retirement.oan		0.00			0.00			0.00		0.00
<b>Total Deductions from Gross Pay</b>		<b>-302.24</b>			<b>0.00</b>			<b>0.00</b>		
<b>Adjusted Gross Pay</b>		<b>2,464.16</b>	<b>52</b>		<b>812.76</b>	<b>76</b>		<b>1,282.88</b>	<b>160</b>	
<b>Taxes Withheld</b>										
Federal Withholding		-256.00			-71.00			-88.00		-18.60
Medicare Employee		-40.12			-11.78			-18.60		-79.54
Social Security Employee		-171.51			-50.40			-78.54		-28.84
NY - Withholding		-103.58			-19.74			-2.40		0.00
NY - Disability Employee		-2.40			-2.40			0.00		0.00
Medicare Employee Addl Tax		0.00			0.00			0.00		0.00
<b>Total Taxes Withheld</b>		<b>-573.61</b>			<b>-155.32</b>			<b>-217.38</b>		
<b>Net Pay</b>		<b>1,890.55</b>	<b>52</b>		<b>657.44</b>	<b>76</b>		<b>1,065.50</b>	<b>160</b>	
<b>Employer Taxes and Contributions</b>										
Medicare Company		40.12			11.78			18.60		79.54
Social Security Company		171.51			50.40			79.54		0.00
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
<b>Total Employer Taxes and Contributions</b>		<b>211.63</b>			<b>62.18</b>			<b>98.14</b>		

Port Jervis Free Library  
Payroll Summary  
May 2023

	May 23	Hours	Rate	May 23	Hours	Rate	May 23	Hours	Rate	May 23
<b>Employee Wages, Taxes and Adjustments</b>										
<b>Gross Pay</b>										
Salaries and Wages Director	0.00			0.00			0.00			0.00
Salaries and Wages FT	0.00			0.00	140	34.35	4,809.00	140	16.66	2,332.40
Salaries and Wages M/TNC	3,854.40	67	15.20	0.00			0.00			0.00
Salaries and Wages PT	0.00			1,018.40			0.00			0.00
<b>Total Gross Pay</b>	<b>3,854.40</b>	<b>67</b>		<b>1,018.40</b>	<b>140</b>		<b>4,809.00</b>	<b>140</b>		<b>2,332.40</b>
<b>Deductions from Gross Pay</b>										
Health Insurance	-119.62			0.00			-296.98			0.00
Retirement	0.00			0.00			0.00			-69.98
Retirement Loan	0.00			0.00			0.00			0.00
<b>Total Deductions from Gross Pay</b>	<b>-119.62</b>			<b>0.00</b>			<b>-296.98</b>			<b>-69.98</b>
<b>Adjusted Gross Pay</b>	<b>3,734.78</b>	<b>67</b>		<b>1,018.40</b>	<b>140</b>		<b>4,512.02</b>	<b>140</b>		<b>2,262.42</b>
<b>Taxes Withheld</b>										
Federal Withholding	-358.00			-3.00			-608.00			-206.00
Medicare Employee	-55.89			-14.77			-69.73			-33.82
Social Security Employee	-238.97			-63.14			-298.16			-144.61
NY - Withholding	-163.76			-14.89			-220.50			-80.44
NY - Disability Employee	-2.40			0.00			-2.40			-2.40
Medicare Employee Addl Tax	0.00			0.00			0.00			0.00
<b>Total Taxes Withheld</b>	<b>-819.02</b>			<b>-95.80</b>			<b>-1,198.79</b>			<b>-467.27</b>
<b>Net Pay</b>	<b>2,915.76</b>	<b>67</b>		<b>922.60</b>	<b>140</b>		<b>3,313.23</b>	<b>140</b>		<b>1,795.15</b>
<b>Employer Taxes and Contributions</b>										
Medicare Company	55.89			14.77			69.73			33.82
Social Security Company	238.97			63.14			298.16			144.61
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
<b>Total Employer Taxes and Contributions</b>	<b>294.86</b>			<b>77.91</b>			<b>367.89</b>			<b>178.43</b>

**Port Jervis Free Library  
Payroll Summary  
May 2023**

	TOTAL	
	Hours	Rate
		May 23
<b>Employee Wages, Taxes and Adjustments</b>		
<b>Gross Pay</b>		
Salaries and Wages Director	140.00	4,999.40
Salaries and Wages FT	560.00	14,149.80
Salaries and Wages MTNC	160.00	3,854.40
Salaries and Wages PT	831.50	16,743.30
<b>Total Gross Pay</b>	<b>1,691.50</b>	<b>39,746.90</b>
<b>Deductions from Gross Pay</b>		
Health Insurance		-635.84
Retirement		-494.14
Retirement Loan		0.00
<b>Total Deductions from Gross Pay</b>		<b>-1,129.98</b>
<b>Adjusted Gross Pay</b>	<b>1,691.50</b>	<b>38,616.92</b>
<b>Taxes Withheld</b>		
Federal Withholding		-3,158.00
Medicare Employee		-576.32
Social Security Employee		-2,464.31
NY - Withholding		-1,469.02
NY - Disability Employee		-44.91
Medicare Employee Addl Tax		0.00
<b>Total Taxes Withheld</b>		<b>-7,712.56</b>
<b>Net Pay</b>	<b>1,691.50</b>	<b>30,904.36</b>
<b>Employer Taxes and Contributions</b>		
Medicare Company		576.32
Social Security Company		2,464.31
NY - Disability Company		0.00
NY - Unemployment		0.00
NY - MCTMT (Transit Tax)		0.00
<b>Total Employer Taxes and Contributions</b>		<b>3,040.63</b>



**NYLAF Monthly Statement**  
Port Jervis Free Library

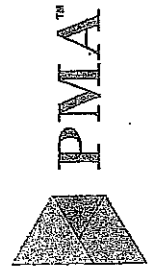
Please Note:  
THE FUND WILL BE CLOSED JUNE 19TH IN OBSERVANCE OF THE  
JUNETEENTH HOLIDAY AND JULY 4TH IN OBSERVANCE OF THE  
INDEPENDENCE DAY HOLIDAY

**Activity Summary** ~~XXXXXXXXXX~~ **General Account**

5/1/2023 - 5/31/2023

	MAX
<b>Investment Pool Summary</b>	
Beginning Balance	\$1,327,948.68
Dividends	\$5,545.84
Purchases	\$0.00
Redemptions	(\$100,000.00)
Ending Balance	\$1,233,494.52
Average Monthly Rate	4.942%
Share Price	\$1,000
<b>Total</b>	<b>\$1,233,494.52</b>
<b>Total Fixed Income</b>	<b>\$0.00</b>
<b>Account Total</b>	<b>\$1,233,494.52</b>

Port Jervis Free Library  
Susan Wade  
138 Pike Street  
Port Jervis, NY 12771



**PMA Financial Network**  
2135 CityGate Lane, 7th Floor  
Naperville, IL 60563

Your PMA Representative  
Mike Marino  
(845) 305-4044  
mmarino@pmanetwork.com





JPMorgan Chase Bank, N.A.  
 P O Box 182061  
 Columbus, OH 43218-2051

April 29, 2023 through May 31, 2023

Primary Account: [REDACTED]

**CUSTOMER SERVICE INFORMATION**

Web site: [www.Chase.com](http://www.Chase.com)  
 Service Center: 1-877-425-8100  
 Para Espanol: 1-888-622-4273  
 International Calls: 1-713-262-1679  
 We accept operator relay calls



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 PORT JERVIS FREE LIBRARY  
 138 PIKE STREET  
 PORT JERVIS NY 12771

**CONSOLIDATED BALANCE SUMMARY**

**ASSETS**

Checking & Savings	ACCOUNT	BEGINNING BALANCE THIS PERIOD	ENDING BALANCE THIS PERIOD
Chase Platinum Business Checking	[REDACTED]	\$165,626.79	\$186,809.52
Chase Business Premier Savings	[REDACTED]	1,996.18	1,996.27
<b>Total</b>		<b>\$167,622.97</b>	<b>\$188,805.79</b>
<b>TOTAL ASSETS</b>		<b>\$167,622.97</b>	<b>\$188,805.79</b>

**CHASE PLATINUM BUSINESS CHECKING**

PORT JERVIS FREE LIBRARY Account Number: 000000525711591

**CHECKING SUMMARY**

	INSTANCES	AMOUNT
Beginning Balance		\$165,626.79
Deposits and Additions	2	105,641.44
Checks Paid	2	-1,192.00
Electronic Withdrawals	85	-83,235.71
Fees	1	-31.00
<b>Ending Balance</b>	<b>90</b>	<b>\$186,809.52</b>

- Your Chase Platinum Business Checking account provides:
- No transaction fees for unlimited electronic deposits (including ACH, ATM, wire, Chase Quick Deposit)
  - 500 debits and non-electronic deposits (those made via check or cash in branches) per statement cycle
  - \$25,000 in cash deposits per statement cycle
  - Unlimited return deposited items with no fee

There are additional fee waivers and benefits associated with your account – please refer to your Deposit Account Agreement for more information.



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STATEMENT OF ACCOUNTS

AB 01 030137 98140 H 81 A  
PORT JERVIS FREE LIBRARY  
HARRISON-THORNE ACCT  
138 PIKE ST  
PORT JERVIS NY 12771-1879

Page: 1 of 2  
Statement Period: May 01 2023-May 31 2023  
Cust Ref #: [REDACTED]  
Primary Account #: [REDACTED]



**Public Funds Savings**

PORT JERVIS FREE LIBRARY  
HARRISON-THORNE ACCT

Account # [REDACTED]

**ACCOUNT SUMMARY**

Beginning Balance	7,334.60	Interest Earned This Period	3.12
Other Credits	3.11	Interest Paid Year-to-Date	11.73
Ending Balance	7,337.71	Annual Percentage Yield Earned	0.50%
		Days in Period	31

**DAILY ACCOUNT ACTIVITY**

Other Credits		AMOUNT
POSTING DATE	DESCRIPTION	
05/31	INTEREST PAID	3.11
Subtotal:		3.11

05/31/23



# Port Jervis Free Library

## Director's Report

June 9, 2023

**March, May 2023 DASNY** I am waiting for current estimates to submit the paperwork for the grant that was initiated in 2018, the money is being held for the Port Jervis Free Library.

**April 2023** The GED is still on pause, any people asking about the program, their contact information is being forwarded to the Ulster Orange BOCES office in Middletown. The library is participating in the Port Jervis Farmer's Market, the opening day went well. It's been over a month that I was told that a donation bin would be provided to the library by Discover Books, I contacted them earlier this week and am waiting to hear back from them. I am still looking through all the policies.

**May 2023** I am waiting to hear from RCLS about when the computers will arrive and when they can be set up. I am talking with WALL Radio once a month about programs in the library. The 2<sup>nd</sup> grade walking trip occurred this morning, five classrooms came and did activities in the Henrietta R. Towne Children's Room, each student was given a bag with information about how to get a library card and some promotional items, pencils and pencil sharpeners with the library website on them. I was trying to get Repair Café here at the library, but the repair coaches that are willing to come to Port Jervis are available on Sundays and so the Repair Café will be happening at the St. Peter's Church. I am hopeful things may change in the future and will happen at the library, in the meantime, if they need book repairs, I can offer to do that on occasional Sundays. The application and agreement with Summer Youth Employment Program is in and the program will run for five weeks from July 5 to August 3, 2023.

### Strategic Plan

There were no more inquiries as of today. Three proposals were submitted by Casey Conlin, Vic Caputo, and Alan Burger. Two others did ask about the deadline and might submit a proposal if we put out another RFP.

### Summer Reading Program and other activities

I am adding a lot of programs to the calendar each week and the Summer Reading Program will begin on July 11, 2023, we will have a kick-off with a performer named Jumpin Jamie for kids ages toddler to 10 years. There will be activities and crafts each week for six weeks.

### Donation

The Al Anon group that meets here weekly made a \$25.00 donation for allowing them to use the library.

**ELECTION TALLY**  
**Port Jervis Free Library**  
**June 8, 2023**

Teller	VOTE	
	Proposition 1: Budget Vote	
	Yes	No
1	45	9
2	39	6
<b>GRAND TOTALS</b>	<b>84</b>	<b>15</b>

Teller	CANDIDATE
	Carnosa
	1
2	45
<b>GRAND TOTALS</b>	<b>94</b>

**Write In Votes: 6**

Jack McAndrew  
 Richard Clapp  
 Carl Hendrick  
 Valerie Maginsky  
 Rosemarie Barbey  
 Matthew Conklin

signed:

Teller 1 *Velma Seep*

Teller 2 *Mary M. Stelling*