

Fallsburg Library Trustee Monthly Meeting
February 28, 2024
*Meeting held at Fallsburg Library *

Attendance:

| | |
|-----------------------------------|------------------|
| Laurie Burke-Deutsch, President | Present |
| Ronnie Cohen, Financial Officer | Present |
| Renee Kates, Trustee | Absent (excused) |
| Annette Conklin, Trustee | Present |
| Judith Merone, Trustee | Present |
| David Lawrence, Trustee | Present |
| | |
| Amanda Letohic, Library Assistant | Present |

Meeting Commenced at 5:04 PM

Public Comment

None

Correspondence

None

Approval of Minutes

- **December 27, 2023-Regular Meeting Minutes-** Board member Judith Merone moved and board member Ronnie Cohen seconded a motion to approve the regular meeting minutes as presented. All in favor.

Financial Report

As of January 31, 2024 Catskill Hudson Bank Statement:

Summary of Account:

| | |
|---------------------|---------------|
| Checking | \$ 26,318.38 |
| Money Market | \$ 653,432.04 |
| <hr/> | |
| | \$ 679,750.42 |

The following deposits were made to the money market account during this statement period:

| | |
|-----------|---------------------|
| 1/31/2024 | \$172.64 *interest* |
|-----------|---------------------|

As of June 30, 2023 North East Community Bank Statement:

| | |
|-------------------------|--------------------|
| Interest account | \$79,879.86 |
|-------------------------|--------------------|

Board member Annette Conklin moved and board member Ronnie Cohen seconded a motion to approve the Financial Report as presented. All in favor.

Approval of Warrants

January 26, 2024 in the amount of \$15,933.42.

Board member Judith Merone moved and board member Annette Conklin seconded the motion to approve the warrant as presented. All in favor.

February 14, 2024 in the amount of \$14,369.32.

Board member Judith Merone moved and board member Annette Conklin seconded the motion to approve the warrant as presented. All in favor.

February 26, 2024 in the amount of \$12,957.30.

Board member Judith Merone moved and board member Annette Conklin seconded the motion to approve the warrant as presented. All in favor.

Old Business

New Business

Propane Company Bid- At the suggestion of Amanda Letohic and Laurie Burke-Deutsch, the board has decided to go to bid for a new propane provider due to the issues with our current company. Amanda said she will start typing up all the necessary paperwork and we will revisit to decide dates for everything at the March meeting.

Committee Reports

Budget- Ronnie Cohen

N/A

Building/Grounds- Renee Kates.

Board President Laurie Burke-Deutsch contacted an architect that has previously spoken with the board about visiting our extra space we want redone. Board discussion was had about what everyone hoped for the extra space such as a community room with a separate entrance.

Personnel- Judith Merone and David Lawrence

N/A

Adjournment

Board member Judith Merone moved and board member David Lawrence seconded the motion to adjourn the meeting at 5:34 PM. All in favor.

Fallsburg Library Trustee Monthly Meeting
Agenda
February 28, 2024

- Pledge
- Public Comment
- Correspondence
- Approval of Minutes
 - December 27, 2023 – Regular Meeting Minutes
- Financial Report
- Approval of Warrant(s)
 - January 26, 2024
 - February 14, 2024
 - February 26, 2024
- Old Business
- New Business
- Committee Reports
 - Budget
 - Building/Grounds
 - Personnel
- Adjournment

Board of Trustees Meeting
February 28, 2024
Financial Report

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Summary of Account:

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| 1/31/2023 | \$ 172.64 *Interest* |
|-----------|----------------------|

As of June 30, 2023 North East Community Bank Statement:

Summary of Account:

| | |
|--------------------------|--------------|
| Interest Bearing Account | \$ 79,879.86 |
|--------------------------|--------------|

Fallsburg Library
Transactions by Account

As of January 26, 2024

| Type | Date | Name | Split | Amount | Balance |
|------------------------|------------|------------------------------------|--|-----------|-----------|
| Accounts Payable | | | | | |
| Bill | 01/26/2024 | Ramapo Catskill Library System | 416 web fees 415 e-content 432 telecommunications 41 | 3,940.47 | 0.00 |
| Bill | 01/26/2024 | NYSEG | 450 Utilities-Electric, Propane | 212.76 | 3,940.47 |
| Bill | 01/26/2024 | PN Fire & Burglar Alarm Co. Inc | 469 Oper. & Mant. Exp-Sec sys | 366.00 | 4,153.23 |
| Bill | 01/26/2024 | United Healthcare | P9060.800 Health Insurance | 314.75 | 4,519.23 |
| Bill | 01/26/2024 | United Healthcare prescription | P9060.800 Health Insurance | 75.60 | 4,833.98 |
| Bill | 01/26/2024 | Town of Fallsburg | 431 telephone | 68.55 | 4,909.58 |
| Bill | 01/26/2024 | Amazon Capital Service | 411 DVDs | 116.27 | 4,978.13 |
| Bill | 01/26/2024 | AIR Rent Property Group LLC | 453 Rent | 3,400.00 | 5,094.40 |
| Bill | 01/26/2024 | fox Ledge, Inc | 451 Custodial Supplies | 2.00 | 8,494.40 |
| Bill | 01/26/2024 | Over Drive, Inc | 415 e-content | 186.80 | 8,496.40 |
| Bill | 01/26/2024 | Kanopy, INC. | 415 e-content | 50.00 | 8,683.20 |
| Bill | 01/26/2024 | DeLage Landen Financial Services | 200 Equipment | 88.35 | 8,733.20 |
| Bill | 01/26/2024 | Charter Communications | 456 Internet Service | 119.99 | 8,821.55 |
| Bill | 01/26/2024 | Quill Corporation | 430 library supplies | 234.50 | 8,941.54 |
| Bill | 01/26/2024 | Modern Marketing | 479 Programming | 494.15 | 9,176.04 |
| Bill | 01/26/2024 | HR Direct | 437 professional fees | 97.19 | 9,176.04 |
| Bill | 01/26/2024 | New York State Unem | P9050.800 unemployment ins | 239.90 | 13,051.00 |
| Bill | 01/26/2024 | BOOK PAGE | 413 Periodicals | 37.20 | 13,148.19 |
| Bill | 01/26/2024 | Baker & Taylor Inc / Entertainment | 410 books | 324.77 | 13,388.09 |
| Bill | 01/26/2024 | MVP Health Care Inc | P9060.800 Health Insurance | 2,183.36 | 13,425.29 |
| Total Accounts Payable | | | | 12,552.61 | 15,933.42 |
| TOTAL | | | | 12,552.61 | 15,933.42 |

Fallsburg Library
Transactions by Account
As of February 14, 2024

| Type | Date | Name | Split | Amount | Balance |
|------------------------|------------|---|--------------------------------------|-----------|-----------|
| Accounts Payable | | | | | |
| Bill | 02/14/2024 | AIR Rent Property Group LLC | 453 Rent | 3,400.00 | 3,400.00 |
| Bill | 02/14/2024 | Ameri Gas | 450 Utilities-Electric, Propane | 2,709.17 | 6,109.17 |
| Bill | 02/14/2024 | Catskill Delaware Publications | 434 Publicity / Printing | 129.00 | 6,238.17 |
| Bill | 02/14/2024 | Charter Communications | 456 Internet Service | 119.99 | 6,358.16 |
| Bill | 02/14/2024 | Consumer Reports /Subscription Department | 413 Periodicals | 30.00 | 6,388.16 |
| Bill | 02/14/2024 | Consumer Reports On Health | 413 Periodicals | 26.00 | 6,414.16 |
| Bill | 02/14/2024 | DeLage Landen Financial Services | 200 Equipment | 88.35 | 6,502.51 |
| Bill | 02/14/2024 | fox Ledge, Inc | 451 Custodial Supplies | 2.00 | 6,504.51 |
| Bill | 02/14/2024 | Good Old Days | 413 Periodicals | 30.00 | 6,534.51 |
| Bill | 02/14/2024 | Greenwald-Doherty LLP | 437 Professional Fees | 467.50 | 7,002.01 |
| Bill | 02/14/2024 | Kanopy, INC. | 415 e-content | 30.00 | 7,032.01 |
| Bill | 02/14/2024 | Micro Marketing LLC | 412 Recordings /Tapes, discs | 80.87 | 7,112.88 |
| Bill | 02/14/2024 | Modern Marketing | 479 Programming | 515.95 | 7,628.83 |
| Bill | 02/14/2024 | MVP Health Care Inc | P9060.800 Health Insurance | 2,183.36 | 9,812.19 |
| Bill | 02/14/2024 | NYSEG | 450 Utilities-Electric, Propane | 207.13 | 10,019.32 |
| Bill | 02/14/2024 | Over Drive, Inc | 415 e-content | 59.99 | 10,079.31 |
| Bill | 02/14/2024 | People | 413 Periodicals | 80.00 | 10,159.31 |
| Bill | 02/14/2024 | Quill Corporation | 430 Library Supplies | 171.33 | 10,330.64 |
| Bill | 02/14/2024 | Ramapo Catskill Library System | 415 e-content 432 telecomm 436 ANSER | 3,524.25 | 13,854.89 |
| Bill | 02/14/2024 | Reader's Digest | 413 Periodicals | 30.00 | 13,884.89 |
| Bill | 02/14/2024 | SCDW 2024 Journal | 434 Publicity / Printing | 30.00 | 13,914.89 |
| Bill | 02/14/2024 | Sports Illustrated | 413 Periodicals | 20.00 | 13,934.89 |
| Bill | 02/14/2024 | Taste of Home | 413 Periodicals | 25.98 | 13,960.87 |
| Bill | 02/14/2024 | Tomkins Cove Public Library | 410 Books | 15.00 | 13,975.87 |
| Bill | 02/14/2024 | United Healthcare | P9060.800 Health Insurance | 314.75 | 14,290.62 |
| Bill | 02/14/2024 | United Healthcare prescription | P9060.800 Health Insurance | 78.70 | 14,369.32 |
| Total Accounts Payable | | | | 14,369.32 | 14,369.32 |
| TOTAL | | | | 14,369.32 | 14,369.32 |

Fallsburg Library
Transactions by Account

As of February 26, 2024

| Accounts Payable | | Type | Date | Num | Name | Memo | Class | C | Split | Amount | Balance |
|------------------------|--|------|------------|-----|--------|------|-------|---|---------------------------|-----------|-----------|
| Total Accounts Payable | | Bill | 02/26/2024 | | NYSLRS | | | | P 9010.800 NYS Retirement | 12,957.30 | 12,957.30 |
| TOTAL | | | | | | | | | | 12,957.30 | 12,957.30 |
| | | | | | | | | | | 12,957.30 | 0.00 |