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AGENDA

Board of Trustees

December 9, 2025

7:00 p.m.

Vision

To serve as the central hub where people feel welcome, supported in learning, and connected to community and one another.

Mission

We inspire learning, imagination, collaboration, and compassion by providing our community with equitable access to resources in a welcoming environment.

Notice is hereby given that a meeting of the Library Board of Trustees will be held in person on Tuesday, December 9, 2025 at 7:00 p.m.

Members of the Public can view the meeting via Live Stream on the Library's YouTube Account:
<https://www.youtube.com/user/eglibrary>

Meetings of the Library Board are open to the public under provisions of the New York State Open Meeting Law. To submit public comment, you may attend in person or send an email with your comments to be read aloud, to Library Director, Jill Dugas Hughes at director@eglibrary.org. Please contact the Director for additional information or to request an accommodation.

1.	Call to Order/Review of Agenda • (5 min)	C. Pensabene A.
2.	Public Comment • (15 min)	C. Pensabene
3.	Approval of Minutes • (5 min) ➤ MOTION to approve the minutes of the November 18, 2025, Library Board Meeting.	C. Engel B.
4.	Treasurer's Reports • (5 min) Treasurer's Report Narrative Off Warrant (November 15, 2025 – December 5, 2025) ➤ MOTION to accept the Off Warrant in the amount of \$285,116.45 for the period of 11/15/2025 – 12/5/2025, as presented. Warrant (November 15, 2025 – December 5, 2025) ➤ MOTION to authorize the president to sign the Warrant for the period of 11/15/2025 – 12/5/2025 in the amount of \$35,879.40. Financials (92.8% of the year over) • Budget vs. Actual 2025 (1/1/2025 – 12/5/2025) • Balance Sheet (12/5/2025) • Restricted Gift/Grant Funds (1/1/2025-12/5/2025) • Capital Projects Report (1/1/2025-12/5/2025) ➤ MOTION to approve the December 5, 2025, Financials with 92.8% of the year completed, as presented.	N. Krisanda C. D. E. F. G. H.
5.	Committee Reports • (5 min) Services Committee ➤ MOTION to approve the 2026 Table of Fees, as presented.	M. Harris I. J.



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	Administrative Committee Nominating Committee Slate of Officers for 2026 <ul style="list-style-type: none"> ○ President: Charlie Pensabene ○ Vice President: Amanda Miller ○ Secretary: Kayla Kutzscher ○ Treasurer: TBD ➤ MOTION to approve the slate of officers for calendar year 2026 as presented.	A. Miller K. A. Miller
6.	Unfinished Business • (5 min)	C. Pensabene
7.	Director's Report • (5 min)	J. Dugas Hughes L.
8.	Liaison Reports • (5 min) Upper Hudson Library System Friends of the Library Town of East Greenbush Rensselaer County	C. Engel J. Price J. McHugh T. Grant
9.	New Business • (5 min)	C. Pensabene
10.	Adjournment ➤ MOTION to adjourn the 12/9/2025 Library Board Meeting.	C. Pensabene

Upcoming Board & Committee Meetings & Events:

No January committee meetings

Monday, January 12, 2026

- 6:00-8:00 PM Library Board Annual Training

Tuesday, January 20, 2026

- 7:00-8:00 PM Library Board Meeting



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Library Board of Trustees Meeting - DRAFT*November 18, 2025, in person, livestreamed, and recorded**(Livestream abruptly ended at 8:39 p.m. due to internet failure)***ATTENDEES:***Presiding Officers:*

Charlie Pensabene, President
Katie Sheehan, Vice-President
Camie Engel, Secretary
Nichole Krisanda, Treasurer
Mari Harris, Trustee
Kayla Kutzscher, Trustee
Amanda Miller, Trustee

Library staff, Community Partners & Members of the Public:

Jill Dugas Hughes, Library Director
Jenna Schmonsky, Administrative Assistant
Julie Ann Price, Friends President of the East Greenbush Community Library (exited 8:19 p.m.)
Jenn Romer, Friends of the East Greenbush Library (exited 8:17 p.m.)
Tom Grant, Rensselaer County Legislator
Shay Harrison (exited 7:10 p.m.)
David Mickiewicz (exited 8:06 p.m.)
Ed Nestler
Steve Montano
Crystal Derico
Michael Poost
Theresa Poitras
Mandy McCord
Frank Cuppa (exited 8:26 p.m.)
Three members of the public

A Library Board of Trustees meeting of the East Greenbush Community Library was held on November 18, 2025, at the East Greenbush Community Library and was livestreamed. It began at 7:00 p.m. and was presided over by Charlie Pensabene, President with Camie Engel as Secretary. The meeting was recorded.

CALL TO ORDER:

- C. Pensabene called the Library Board of Trustees meeting to order at 7:00 p.m.



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REVIEW OF AGENDA:

- The agenda was reviewed.

PUBLIC COMMENT:

Ground rules for public comment were noted where speakers are limited to three minutes.

- Steve Montano: Good evening, Library board members. Tonight, we have reason to celebrate. The citizens of East Greenbush have again voted to approve their very responsible library budget. Well done. Also, congratulations to the newly elected board members. Even more important, yesterday, the town of East Greenbush publicly ended its efforts to pursue the ridiculous notion of putting a new police station on the wonderful green space that is part of the library property. We all support a new police station, just not on this beautiful, tranquil, and much needed green space. I commend you for your forethought and good judgment to preserve this area for current and future generations to enjoy. I am always soothed by when passing by this very neat and well-maintained property. Thank you.
- Crystal Derico: I just want to say thank you very much that I'm here for serving the library.
- Michael Poost: I came tonight basically for one thing. I saw that the Town has backed off going after the site. I'll be blunt. I don't believe it for a minute. And I saw on your agenda that was published online, you stated that there would be a discussion and a vote. I sincerely hope that you will and have a vote to turn this down and send it to the Town to once and for all end it. In their discussion at the Town meeting last week on numerous properties were not for sale, and they didn't pursue them any further. I think you need to communicate to the Town in writing that this parcel is not for sale or part of the parcel, or as they call the fringe, the primary piece out front. So, I just want to make sure that my recommendation is that you do have a vote tonight because it would be easy to say, well, they stopped, so we're done. I don't think they're done, so please have a vote tonight.
- Theresa Poitras: Hi, I will be much more brief than I was the other night and I will look for the cue cards because I was looking for them the other night, too. I just wanted to say congratulations. As Michael said too, it's been a good week certainly for the board here. You know, just a couple of things to follow up. I think you know, both for the library separately for the town and for the other main. I think this is a great opportunity. You've, the public is engaged now. So, I think it's a great opportunity to look at a few different things to engage the public more. There's been, I've been trying to stay off social media as much as I can and not read comments, but I know there are still people who are opposed. They're not happy the budget got passed. So maybe there are things that the library can do to reach out more in explaining the strategic plan. You know what is the use of the property as you see it in the future. Maybe there are things you can do. You had, the



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Friends had a successful fundraiser with the Night at the Library. Maybe in the summer you can hold purposely on the lawn a day at the library, and you know pull out your library of things for those who are naysayers saying the library doesn't offer anything like giant Jenga and cornhole and stuff they could rent. So, show it out on the lawn and engage the public and get them involved. Maybe a survey can go out and say what, you know, items don't you think that the library provides today that you would like to see, and you know work off of that for the future. So, I think there's a lot of those things. Maybe in the winter, you know, you can't plan ahead for snow, but it's supposed to be the snowiest winter ever. Maybe you can have supplies for building snowmen on the lawn. You know, something in the interim. But from a cost perspective, what is the strategic plan? How does the library foresee potential use in three years and five years and 10 years for expansion and what is needed. Some great points were made the other night, and I think you can continue to build upon what is. And then last thing in regard to the other things with salaries, everybody loves to complain about salaries. Everybody seems to want everybody else to work for free. They want, you know, this to be housed and led by volunteers. Elon Musk is making a trillion dollars. I mean, what's \$1.9 million in salaries for, you know, an average employer works \$280 a year or excuse me, 280 hours a year. What is your full-time equivalent of employees and divide that by your salary cost and that's on average what your employees make. What are your benefits? Are they 30%? Are they 40%? Did they go up this year? You know, are they planning to go up next year as everyone's saying health care is going up. So, just take the opportunity. I think it's great. I'm very happy to support. Apologies for dragging everybody through my long spiel the other night, but I'm happy to see where it went and I'm happy to support you and I look forward to the future of the library here with an empty lawn and no police station. I also agree that I don't think he's done yet. So, just be prepared.

- Mandy McCord: The only thing I just have a comment on is that I was looking at the budget, which is basically the voting from yesterday. And if I was reading it correctly, there's only about 560 people actually voted. And there's like 17,000 people in East Greenbush, So I'm just thinking that I guess it's disheartening. And I just didn't really, maybe in the future there's more outreach, just to remind people and have more signs of something people even know about the vote. But I mean, just for almost a \$3 million budget to have 500 people in the community vote on that, just seems not terribly representative. Again, you know, whichever way it goes doesn't matter. But just again, just thinking in the future, seeing if there's more ways to try to get more of the vote out. That's my only comment.
- Frank Cuppa: I missed some of the excitement. I was out of town for a while. But I did see a lot of the communication going back and forth. And I think there's some lack of communication on both sides, as Jack, our supervisor, had mentioned. I think, as Mike has mentioned, for the library, having an area for expansion is critical. But for some reason,



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that expansion area could still allow for police station facilities in that property. I'm all for it. And this gentleman spoke about the bucolic nature of the area. But plenty of terrific libraries are in the middle of cars and streets and buildings. And this one could be too. So, depending on what exactly you think is needed for our expansion, I think that would give the town an idea of what they need for the police department. And I think some additional thinking and flexibility would be helpful in that regard in the future.

Four written public comments read aloud by J. Dugas Hughes:

- Janice Wieczorek: I attended the town hall meeting on the proposed site sale to the police department. I am against this sale. I am a licensed mental health counselor and the mental health toll on this proposal will be significant. A quiet library, healthful Y activities and senior care does not belong along with emergency services activities.
- Kristen Schroeder: Greetings, As an avid walker (and resident within walking distance of the library) I would like to voice my opposition to the proposed sale of library land for a new EGPD station. I do agree that our town is in need of a new station, but the town owns a multitude of unused properties that could be considered. Taking up library property will impede any future library expansions. It will also make the space around the library much less accessible to considerable number of local residents who regularly use the green space. Aside from losing access to outdoor space for residents and townspeople, the emergency vehicle traffic on 151 heading toward route 4 could be quite dangerous. The top of the hill is blind. Vehicles shooting up over the hill would be dangerous for the neighborhoods between the library and route 4. One could imagine, as well, that the Couse traffic circle would see an increased number of accidents. Drivers seem to struggle with the traffic pattern now. Toss in a vastly increased number of on call emergency vehicles entering the circle, lights flashing, at a high rate of speed. Not a great mix. The amount of traffic from the YMCA is already rather high. Combined with the high school and library traffic, it's not an ideal place to add a police station. Please take note that there are many dog walkers in the area. Many seniors, and a good number of children. Both as pedestrians and drivers. Thank you for your time and attention.
- Sue Konieczny: Hello, my husband and I, along with our 3 children have lived on Glaz Street for 38 years. We were frequent visitors to the library in the Town Hall in the earlier years, but when we heard the news that a beautiful library was coming just practically across the street from our home, we were thrilled! We have enjoyed the "new" library since day one using it over and over again for our children, for ourselves, and now for our 1-year-old granddaughter who loves Story time and the children's rooms. It is a beautiful, magical place. How lucky we are to have it practically in our own backyard, along with the sidewalks that were eventually added. The entire community and beyond enjoy this space and the wonderful programs, collections, assistance, and technology it offers. We are proud to say our family has a brick out on the front patio that was added later after the



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library was built. The side patio is a beautiful space as well, added after the fact. These improvements show that the library is still changing and evolving and will continue to do so in the future. We need to be prepared for this continued growth and keep this green space available for potential additions. When Covid hit, that green space was a solace to me, as I walked through the complex daily. I still do, as do many others. I often cross the street with groups of high school students moving towards the Y or the library. When we found out that the beautiful green space that surrounds the library would possibly be taken to build a police station, we were horrified. The situation only grew worse when we saw how the library board was treated in this process. Our officers are most deserving of a new space. We can all agree upon that. This is not that space. We adamantly feel this is not the place for a police station. That green space should be preserved with the intent it was given when it was first designed. We beg you to say no to this proposal. We spoke against it at the Town Board meeting and will continue to be vocal about our dissent. Thank you for the opportunity to share our feelings.

- Allegra Smith: Dear East Greenbush Library Board Members, I'm writing to thank you for your level headed, objective approach to the past month's public drama surrounding the possible location of a new police station on your property. While the town supervisor resorted to threats made in the local newspaper and on Facebook, you calmly presented the facts in a direct email to patrons and remained as neutral as possible. I appreciated the opportunity to get the facts directly from the Library. While I support the need for a new police station, I'm strongly against using the library property as a site- now or in the future. Community Way is a calm, positive space. A police station would bring increased traffic, parking lots, and noise that would alter the fundamental nature of the library. It would also limit future expansion opportunities for the library. It's possible to support the need for a new police station AND value our current library property enough to recognize that locating a police station nearby would be detrimental to the community. Furthermore, the threat of eminent domain by the town supervisor and the portrayal of the need for a new police station as an emergency when it's been an issue for over 30 years have both left me questioning the true agenda of the East Greenbush supervisor and town board. They seem to value their own ideas more than the community's input and respect. Thank you for taking the high road and letting the community voice our concerns to defeat this proposal instead of undertaking costly legal action. I recognize that members of the Library Board are elected volunteers, and I thank you for your service, time, and energy that you have devoted to this matter.

M. McCord raised a question about expanding the library. In response, the library is not expanding at this time.



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APPROVAL OF MINUTES:

- **MOTION #2025-11-81:** M. Harris made the motion to approve the minutes of the October 16, 2025, Special Library Board Meeting. Seconded by K. Kutzscher. The motion was carried with 7 in favor, none opposed.

It was noted that all the board packets are on the library calendar for public view.

- **MOTION #2025-11-82:** M. Harris made the motion to approve the minutes of the October 21, 2025, Library Board Meeting. Seconded by K. Sheehan. The motion was carried with 7 in favor, none opposed.

TREASURER'S REPORT (N. Krisanda):

- Overall, the budget is on track—some lines are slightly under or over, but everything remains within the planned budget. Later in the agenda, there are proposed transfers between budget lines, previously discussed in committee, that keep us within the overall budget.
- NYSLRS costs are higher this year than last. The annual employer contribution of \$204,600 is included in the packet. Employee contributions are paid each payroll, while the employer amount is handled as an annual prepayment. We're back to the December prepayment schedule, which saves about \$2,000, and this December's payment covers the 2026 obligation.
- **MOTION #2025-11-83:** C. Engel made a motion to accept the Off-Warrant in the amount of **\$164,266.70** for the period of October 11, 2025, through November 14, 2025, as presented. Seconded by C. Pensabene. The motion was carried with 7 in favor, none opposed.
- **MOTION #2025-11-84:** K. Sheehan made a motion to authorize the president to sign the Warrant for the period of October 11, 2025, through November 14, 2025, in the amount of **\$252,762.30**. Seconded by K. Kutzscher. The motion was carried with 7 in favor, none opposed.
- **MOTION #2025-11-85:** K. Kutzscher made a motion to approve the November 14, 2025, Financials with 87.05% of the year completed, as presented. Seconded by K. Sheehan. The motion was carried with 7 in favor, none opposed.

COMMITTEE REPORTS:

Services: N/A



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Administrative: The written committee report was submitted by A. Miller. Highlights from the written report included: Final Draft Reserves Policy, 2025 budget proposed amendments, board meeting calendar for 2026, library closures, Schodack contract, and facilities update.

- **MOTION #2025-11-86:** The Administrative Committee made a motion to approve the Reserves Policy as amended. Seconded by C. Engel. The motion was carried with 7 in favor, none opposed.

Budget proposed amendments for 2025: As of November 18, 2025, the only change in the proposed transfers is a \$115,425 reduction to salaries and benefits. This results in a \$75,425 transfer to the unassigned balance, reflecting the \$35,000 income offset by the expenditure adjustments. The structure of the transfers remains the same; only the dollar amounts have changed.

- **MOTION #2025-11-87:** The Administrative Committee made a motion to approve the fiscal year 2025 operating budget adjustments as presented, increasing total revenues and expenditures to \$2,630,600, updating line items as detailed, and authorizing transfers to capital and unassigned fund balance accordingly, which reflects an additional \$35,000 in revenue from interest and earnings. Seconded by A. Miller. The motion was carried with 7 in favor, none opposed.

Board meeting calendar for 2026: Typically, board meetings are held on the third Tuesday of each month except for school breaks and holidays. Committee meetings are generally on Mondays, with occasional Tuesdays. The public hearing for the draft budget will be held on Tuesday, October 13, 2026, keeping meetings consistent on Tuesdays, in line with other key dates like packet availability and the draft budget presentation. The calendar also includes Trustee training, which is especially important for our many new members.

- **MOTION #2025-11-88:** The Administrative Committee made a motion to approve the 2026 Board Meeting Calendar, as revised. Seconded by C. Engel. The motion was carried with 7 in favor, none opposed.

The 2026 library closure schedule lists all regular holidays, a staff development day, and Sundays in July and August, following the usual schedule. No holidays have been added or changed—only updated for 2026.

- **MOTION #2025-11-89:** The Administrative Committee made a motion to approve the 2026 Library Closures Schedule. Seconded by K. Sheehan. The motion was carried with 7 in favor, none opposed.

Nominating Committee: The nominating committee, chaired alongside the administrative committee, reviewed filling the four officer positions—president, vice president, treasurer, and secretary—for 2026. With only three current board members remaining by the end of 2025, the committee discussed potentially hiring a paid treasurer and is still finalizing how to fill the remaining officer roles, considering timing, training, and the potential paid position. The slate of



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officers will be presented at the December board meeting. The committee also discussed Upper Hudson liaison appointments, which can be recommended but are ultimately decided by Upper Hudson.

UNFINISHED BUSINESS:

Sale considerations of library property

Board members discussed the town's recent interest in library property for a potential police station, which the town has since decided not to pursue.

- Board members expressed discomfort with the perceived dichotomy of being “pro-library” versus “pro-police,” emphasizing support for both.
- The board agreed that land-use and sale decisions require a clear, documented policy to guide future actions and ensure transparency. This policy should involve input from stakeholders, including the Community Advisory Board, the community, and provide a structured process rather than ad hoc decisions.
- The lack of a clear policy contributed to confusion and stress during the recent discussions about the Town's interest in the property for a police station.
- Board members emphasized preserving the land as green space while recognizing the value of both the library and police department.
- Next steps include developing and adopting land-use policies to ensure structured, evidence-based decision-making and consistent handling of any future proposals.
 - **MOTION #2025-11-90:** A. Miller made a motion to authorize the president and library director to send a letter to the Town advising that the library is not prepared to sell the library property at this time. Seconded by C. Pensabene. The motion was carried with 7 in favor, none opposed.

DIRECTOR'S REPORT (J. Dugas Hughes):

- **Library Budget Vote:** The Library had 564 voters, up from 257 last year, but turnout still needs improvement. Moving the vote to November aimed to increase engagement and allow more time for budget preparation. There was discussion about coordinating with Rensselaer County or the Board of Elections to include the vote on the November ballot. Past attempts were limited by high costs for electronic voting machines and paper ballots for all registered voters. The board agreed to explore ways to increase voter turnout through community engagement, advisory council input, or coordination with local elections.
- **Library Trustee Election:** There were five candidates for three open board positions. Preliminary results show the budget passed 340 to 223. The top two vote-getters, Sarah Boggess and Crystal Derico, will fill five-year terms. The third position, currently close between Douglas Morrissey (248) and Jordan White (243), will serve a two-year term, with results subject to final certification. Any future openings will be filled based on community vote and candidate interest.



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- **Programs & Attendance:** 67 group programs and 141 one-on-one programs, totaling 3,303 attendees—up 19% from last October. Youth program attendance increased 21%; adult program attendance was down 1%.
- **Outreach & Grants:** Outreach efforts are ongoing, and Upper Hudson SAIYL grants are being actively used for programs like period parties.
- **Meeting Room Usage:** 110 outside groups used meeting rooms, a 59% increase from last October.
- **Library Cards & Users:** New library cards are up 15% year-to-date; active users are up 1%; resident users up 2%.
- **Borrowing & Collections:** Physical borrowing slightly increased (1% in October, 3% year-to-date), digital borrowing up 6%. Physical items still account for 60% of total usage.
- **Special Services:** The library continues mailing books to homebound patrons; only books are mailed, though talking/audio books are available through a separate program.

J. Dugas Hughes thanks the staff for their professionalism and positivity. Despite challenges, staff continue to do excellent work, and we're fortunate to have such a dedicated team and supportive community.

PERSONNEL MEMORANDUM:

- **MOTION #2025-11-91:** M. Harris made a motion to approve the November 18, 2025, Personnel Memorandum, as presented. Seconded by K. Kutzscher. The motion was carried with 7 in favor, none opposed.
- **MOTION #2025-11-92:** C. Pensabene made a motion to approve the 2026 Staff Salary/Wage Schedule. Seconded by K. Kutzscher. The motion was carried with 7 in favor, none opposed.

LIAISON REPORTS:

Upper Hudson Library System (Camie Engel):

- Nothing to report at this time.

Friends of the Library (Julie Ann Price): N/A

Rensselaer County (Tom Grant):

- The Rensselaer County budget is scheduled for December 3.

NEW BUSINESS:

Trustee Resignations:



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- **MOTION #2025-11-93:** K. Kutzscher made a motion to accept the resignation of Trustee, Mari Harris, effective December 31, 2025. Seconded by A. Miller. The motion was carried with 7 in favor, none opposed.

C. Pensabene thanked Mari's diligent work, her eagle-eyed attention to detail. The Library as a board, the Library as an entity, the community as a whole is going to have a big loss by not having Mari on the board because we really appreciate all the time, dedication, and energy she's put to advance the library.

Livestream abruptly ended at 8:39 p.m. due to internet failure.

- **MOTION #2025-11-94:** C. Pensabene made a motion to accept the resignation of Treasurer, Nichole Krisanda, effective December 31, 2025. Seconded by M. Harris. The motion was carried with 7 in favor, none opposed.

C. Pensabene thanked and appreciated Nichole's dedication on the board. Anyone who's ever done the treasurer's roll or reviewed the financials knows how much work is involved.

A Trustee plaque was given to Katie Sheehan for her hard work, dedication, and the insight she's brought to the board.

ADJOURN:

- **MOTION #2025-11-95:** Motion to adjourn the November 18, 2025, Library Board meeting was made by K. Sheehan at 8:42 p.m. Seconded by N. Krisanda. The motion was carried with 7 in favor, none opposed.

Recorded by: Jenna Schmonsky, Administrative Assistant

Respectfully submitted by: Camie Engel, Secretary

East Greenbush Community Library

Off-Warrant (Nov. 15-Dec. 5, 2025)

NAME	DATE	NUM	MEMO/DESCRIPTION	AMOUNT
Cash, Operating Accounts				
1003.00 Checking, Operating-XXX178				
ADVANCE GLASS INC.	11/19/2025	43283		-157,989.75
Aflac	11/25/2025	43298	NBY22	-290.34
ALBANY TIMES UNION	11/19/2025	43284	600127389	-63.00
ASSA ABLOY (formerly Besam)	11/19/2025	43285	120046	-265.12
BOND, SCHOENECK & KING, PLLC	11/19/2025	43286	120926 466645	-468.00
CDPHP	11/19/2025	43287	10002870	-14,877.89
CENGAGE Learning/GALE	11/19/2025	43296	100230146	-148.77
CHARTER COMMUNICATIONS (FIBER OPTIC)	11/19/2025	43288	141867501	-399.00
CHARTER COMMUNICATIONS (TELEPHONE)	11/19/2025	43289	142138101	-31.99
GUARDIAN	11/19/2025	43290	00 575836 DENTAL & VISION	-812.40
MUTUAL OF OMAHA	11/19/2025	43291	G000CRJZ	-178.37
Nationalgrid	11/19/2025	43292	34370-88011	-2,277.01
New York State Deferred Comp.	11/19/2025	43293	Plan#0045420	-401.37
New York State Deferred Comp.	11/19/2025	43297	Plan#0045420	-944.93
New York Times	11/19/2025	43294	871100947	-383.50
NYSLRS	11/30/2025	NOVEMBER 2025	NYSLRS for NOVEMBER 2025	-1,817.21
Paychex	11/21/2025	PR# 24; 11/21/25	PROCESSING CHARGES FOR PAYROLL #24 DATED 11/21/25	-428.01
	11/21/2025	PR# 24; 11/21/25	PR# 24	-13,102.39
	11/21/2025	PR# 24; 11/21/25	PR# 24	-38,215.96
	12/05/2025	PR# 25; 12/5/25	PR# 25	-13,223.81
Paychex	12/05/2025	PR# 25; 12/5/25	PROCESSING CHARGES FOR PAYROLL #25 DATED 12/5/25	-422.33
	12/05/2025	PR# 25; 12/5/25	PR# 25	-38,342.54
VERIZON WIRELESS	11/19/2025	43295	542647307-00001	-32.76
Total for 1003.00 Checking, Operating-XXX178				\$285,116.45
Total for Cash, Operating Accounts				\$285,116.45

East Greenbush Community Library

Warrant of Bills by Vendor-Nov.15-Dec. 5, 2025 Report

VENDOR	DATE	NUM	MEMO/DESCRIPTION	AMOUNT
Albany Public Library 518-449-3380				
Albany Public Library	11/13/2025	360692	311820****1296 THE MENDING DIRECTORY LOST/PAID BOOK	23.00
Albany Public Library	11/25/2025	431813	311820****4656 MOCKINGBIRD LOST/PAID BOOK	15.99
Total for Albany Public Library				\$38.99
Amazon Capital Services				
Amazon Capital Services	11/11/2025	1XHT-G76W-NYQQ	A3DG71IHRMNJM J VIDEO GAME	69.00
Amazon Capital Services	11/12/2025	1NLR-RHXH-C67D	A3DG71IHRMNJM OFFICE SUPPLIES	137.12
Amazon Capital Services	11/14/2025	1VGG-TKXL-KCRP	A3DG71IHRMNJM ADULT GN BOOKS	123.02
Amazon Capital Services	11/18/2025	IT3C-YGY4-CLN7	A3DG71IHRMNJM ADULT HOT OFF THE PRESS BOOKS	365.92
Amazon Capital Services	11/19/2025	11KY-WDGX-X47Y	A3DG71IHRMNJM OFFICE & MAINTENANCE SUPPLIES	674.73
Amazon Capital Services	11/19/2025	1XP1-R4TJ-L6WY	A3DG71IHRMNJM YS TOYS FOR PLAYROOM	348.53
Amazon Capital Services	11/21/2025	14TY-4NQG-Y16K	A3DG71IHRMNJM J VIDEO GAME	64.99
Amazon Capital Services	11/22/2025	1FDN-LL1X-9466	A3DG71IHRMNJM ADULT PROGRAM SUPPLIES	62.39
Amazon Capital Services	11/22/2025	1FKY-QD64-7NLK	A3DG71IHRMNJM YS PROGRAM SUPPLIES	520.13
Amazon Capital Services	11/23/2025	13TN-GYJW-QKXG	A3DG71IHRMNJM ADULT LP BOOKS	300.60
Amazon Capital Services	11/25/2025	1WLW-YJXR-69D3	A3DG71IHRMNJM YS PROGRAM SUPPLIES	34.17
Amazon Capital Services	11/26/2025	1WLW-YJXR-TMTC	A3DG71IHRMNJM ADULT FICTION BOOKS	521.06
Total for Amazon Capital Services				\$3,221.66
ANTHEM BLUECROSS				
ANTHEM BLUECROSS	12/01/2025	0202512602069	D51598 HEALTH COVERAGE 1/1/26-1/31/26	3,229.50
Total for ANTHEM BLUECROSS				\$3,229.50
BAKER & TAYLOR (ALL ACCTS)				
BAKER & TAYLOR (ALL ACCTS)	11/12/2025	5019674264	309318 L026683 3 B00000 J POP FICTION BOOKS	128.14
Total for BAKER & TAYLOR (ALL ACCTS)				\$128.14
Bethlehem Public Library				
Bethlehem Public Library	11/10/2025	339063	381131****0124 DON'T LET HER STAY LOST/PAID BOOK	10.99
Total for Bethlehem Public Library				\$10.99
BOA CARD SERVICES				
BOA CARD SERVICES	11/27/2025	NOVEMBER 2025	1924 CORP ACCOUNT BANK OF AMERICA	4,371.69
Total for BOA CARD SERVICES				\$4,371.69
BPI MECHANICAL SERVICE 518 326-8450				
BPI MECHANICAL SERVICE	11/07/2025	113441	111119 INSTALL THERMOSTAT IN HURR ROOM	677.03
Total for BPI MECHANICAL SERVICE				\$677.03
Brodart 800-233-8467				
Brodart	11/06/2025	B7097760	3105612 J STEP UP BOOKS	16.33
Brodart	11/06/2025	B7097761	3105612 J STEP UP BOOKS	10.06
Brodart	11/06/2025	B7097757	3105612 ADULT LP BOOKS	48.90
Brodart	11/06/2025	B7097772	3105612 J PARENTING BOOKS	110.07
Brodart	11/06/2025	B7097759	3105612 J PICTURE BOOKS	183.55
Brodart	11/06/2025	B7097773	3105612 J POP FICTION BOOKS	200.03
Brodart	11/06/2025	B7097749	3105612 TEEN FICTION BOOKS	298.26

VENDOR	DATE	NUM	MEMO/DESCRIPTION	AMOUNT
Brodart	11/06/2025	B7097765	3105612 TEEN NON-FICTION BOOKS	233.44
Brodart	11/07/2025	B7099020	310561B ADULT GN BOOKS	124.45
Brodart	11/07/2025	B7098708	3105612 J BOARD BOOKS	159.84
Brodart	11/07/2025	B7099286	3105612 J SERIES BOOKS	14.23
Brodart	11/07/2025	B7098897	310561B ADULT FICTION BOOKS	95.07
Brodart	11/10/2025	B7100243	3105612 J FICTION BOOKS	26.80
Brodart	11/10/2025	B7100205	3105611 ADULT NON-FICTION BOOKS	414.37
Brodart	11/10/2025	B7100103	3105611 ADULT NON-FICTION BOOKS	337.06
Brodart	11/10/2025	B7100147	3105612 J GN BOOKS	143.57
Brodart	11/10/2025	B7100093	3105612 J READER BOOKS	88.60
Brodart	11/10/2025	B7099864	3105611 ADULT NON-FICTION BOOKS	55.84
Brodart	11/10/2025	B7100213	310561B ADULT FICTION BOOKS	49.86
Brodart	11/11/2025	B7101030	310561B ADULT FICTION BOOKS	87.05
Brodart	11/11/2025	B7101202	B7101202 ADULT FICTION BOOKS	87.63
Brodart	11/11/2025	B7101382	310561B ADULT FICTION BOOKS	54.18
Brodart	11/11/2025	B7101031	310561B ADULT FICTION BOOKS	53.61
Brodart	11/11/2025	B7100779	310561B ADULT FICTION BOOKS	35.71
Brodart	11/11/2025	B7100781	310561B ADULT NON-FICTION BOOKS	21.02
Brodart	11/11/2025	B7100780	310561B ADULT FICTION BOOKS	17.87
Brodart	11/12/2025	B7102307	3105612 J READER BOOKS	18.59
Brodart	11/12/2025	B7102190	3105612 J GN BOOKS	166.97
Brodart	11/12/2025	B7101826	3105612 J BOARD BOOKS	5.15
Brodart	11/12/2025	B7102306	3105612 J FICTION BOOKS	29.71
Brodart	11/13/2025	B7103019	3105612 J FICTION BOOKS	60.01
Brodart	11/13/2025	B7103025	3105612 J FICTION BOOKS	11.01
Brodart	11/13/2025	B7102820	3105612 J GN BOOKS	39.33
Brodart	11/13/2025	B7102811	3105612 J READER BOOKS	79.84
Brodart	11/14/2025	B7103922	310561B ADULT GN BOOKS	28.19
Brodart	11/17/2025	B7104792	B7104792 ADULT NON-FICTION BOOKS	98.43
Brodart	11/17/2025	B7104814	310561B ADULT FICTION BOOKS	33.23
Brodart	11/17/2025	B7104803	310561B ADULT FICTION BOOKS	217.89
Brodart	11/18/2025	B7105845	3105613 J FICTION BOOKS	48.20
Brodart	11/18/2025	B7105834	3105613 J GN BOOKS	101.02
Brodart	11/18/2025	B7105839	3105613 J SERIES BOOKS	6.36
Brodart	11/18/2025	B7105822	3105612 J STEP-UP BOOKS	15.61
Brodart	11/18/2025	B7105842	3105612 J PICTURE BOOKS	16.86
Brodart	11/18/2025	B7105843	3105613 J GN BOOKS	26.46
Brodart	11/18/2025	B7105832	3105612 J POP FICTION BOOKS	36.45
Brodart	11/18/2025	B7105841	3105612 J PICTURE BOOKS	344.86
Brodart	11/19/2025	B7107230	3105611 ADULT NON-FICTION BOOKS	39.47
Brodart	11/20/2025	B7108002	3105612 TEEN FICTION BOOKS	76.06
Brodart	11/20/2025	B7108101	3105612 J PICTURE BOOKS	61.80
Brodart	11/20/2025	B7108001	3105612 J POP FICTION BOOKS	12.15
Brodart	11/20/2025	B7107999	3105612 J POP FICTION BOOKS	18.58
Brodart	11/20/2025	B7108049	3105611 ADULT NON-FICTION BOOKS	157.92
Brodart	11/20/2025	B7108079	B7108079 ADULT NON-FICTION BOOKS	98.19
Brodart	11/21/2025	B7108938	3105612 J POP FICTION BOOKS	12.54
Brodart	11/24/2025	B7110326	3105612 TEEN NON-FICTION BOOKS	18.45
Total for Brodart				\$4,846.73
CAMFIL USA, INC.				
CAMFIL USA, INC.	12/01/2025	30601853	29902-000	644.32
Total for CAMFIL USA, INC.				\$644.32
Capital Security				
479-7122				
Capital Security	11/17/2025	195406	EGRN NETWORK/CELLULAR MONITORING COVERAGE	63.00

VENDOR	DATE	NUM	MEMO/DESCRIPTION	AMOUNT
			FOR 12/1/25-12/31/25	
Total for Capital Security				\$63.00
Center Point Large Print 1-800-929-9108				
Center Point Large Print	11/03/2025	2210719	EGCL ADULT LP BOOKS	32.21
Center Point Large Print	11/07/2025	2210444	EGRN ADULT LP BOOKS	143.25
Total for Center Point Large Print				\$175.46
COLUMBIA HIGH SCHOOL				
COLUMBIA HIGH SCHOOL	11/12/2025	YB 2025-2026	EGRN COLUMBIA YEARBOOK 2025-2026	65.00
Total for COLUMBIA HIGH SCHOOL				\$65.00
DEMCO 800-752-7614 act.rece				
DEMCO	11/18/2025	7728443	710162791 3-NAME BADGES	54.56
DEMCO	11/25/2025	7731513	710162791 BOOK COVERS PROCESSING SUPPLIES	229.00
Total for DEMCO				\$283.56
DON W. F. BELL				
DON W. F. BELL	11/21/2025	12062025	EGCL AIS PROGRAM	100.00
Total for DON W. F. BELL				\$100.00
Good and Clean 518-366-8500				
Good and Clean	11/27/2025	INV1821	EGCL ANNUAL CARPET CLEANING	2,950.00
Total for Good and Clean				\$2,950.00
Guilderland Public Library 456-2400				
Guilderland Public Library	11/24/2025	401820	381191****7407 HOW MY NEIGHBOR STOLE CHRISTMAS LOST/PAID BOOK	17.99
Total for Guilderland Public Library				\$17.99
HILL & MARKES, INC. 888-427-7022				
HILL & MARKES, INC.	11/20/2025	3111205-00	6258 MAINTENANCE SUPPLIES	596.86
Total for HILL & MARKES, INC.				\$596.86
HOME DEPOT				
HOME DEPOT	10/20/2025	8027235	6035 32** **** 8313 PAINT AND PAINTING SUPPLIES FOR DIRECTOR'S OFFICE	153.85
HOME DEPOT	10/22/2025	6062608	6035 32** **** 8313 PAINT ROLLER BRUSH EXTENSION	17.98
Total for HOME DEPOT				\$171.83
JIM CLARK COMMUNITY PERFORMANCE FUND				
JIM CLARK COMMUNITY PERFORMANCE FUND	11/21/2025	120925	EGCL AIS PROGRAM	150.00
Total for JIM CLARK COMMUNITY PERFORMANCE FUND				\$150.00
LEAGUE OF WOMEN VOTERS				
LEAGUE OF WOMEN VOTERS	11/24/2025	11172025	EGCL ELECTION STAFF FOR ANNUAL LIBRARY BUDGET VOTE 11/17/25	525.00
Total for LEAGUE OF WOMEN VOTERS				\$525.00
MARINE DESIGN & SERVICE				
MARINE DESIGN & SERVICE	12/01/2025	6692	EGCL FISH TANK SERVICE	75.00
Total for MARINE DESIGN & SERVICE				\$75.00
Midwest Tape 1-800-875-2785				
Midwest Tape	11/11/2025	508018733	2000001825 J & ADULT DVDS	314.12
Midwest Tape	11/14/2025	508034318	2000001825 ADULT DVDS	55.47
Midwest Tape	11/24/2025	508075018	2000001825 ADULT & J DVDS	170.91
Midwest Tape	11/26/2025	508093228	2000001825 ADULT DVDS	133.44
Total for Midwest Tape				\$673.94

VENDOR	DATE	NUM	MEMO/DESCRIPTION	AMOUNT
NANCY DUELL				
NANCY DUELL	11/21/2025	121625	EGCL AIS PROGRAM	100.00
Total for NANCY DUELL				\$100.00
New York State Deferred Comp. 203-9913				
New York State Deferred Comp.	12/01/2025	120525	0045420001 DEFERRED COMP FOR PAYROLL# 25 DATED 12/5/25	944.93
Total for New York State Deferred Comp.				\$944.93
Northeast Toner, Inc. 518-899-5545				
Northeast Toner, Inc.	11/10/2025	119982	EGRN TONERS	1,345.00
Total for Northeast Toner, Inc.				\$1,345.00
OVERDRIVE 216-573-6886 ext.212				
OVERDRIVE	11/11/2025	01080DA25356693	1080-0012 TEEN EAUDIOBOOK	76.99
OVERDRIVE	11/11/2025	01080DA25356694	1080-0012 ADULT EBOOKS & EAUDIOBOOKS	189.97
OVERDRIVE	11/11/2025	01080DA25356412	1080-1012 ADULT EBOOKS	179.97
OVERDRIVE	11/13/2025	01080CO25358906	1080-0012 ADULT EAUDIOBOOKS	273.99
OVERDRIVE	11/13/2025	01080CO25358893	1080-0012 ADULT EBOOKS	358.18
OVERDRIVE	11/13/2025	01080CO25358952	1080-1012 ADULT EAUDIOBOOKS	465.48
OVERDRIVE	11/13/2025	01080CO25358962	1080-1012 ADULT EBOOKS	510.00
OVERDRIVE	11/18/2025	01080DA25364201	1080-0012 3-ADULT EBOOKS & 3-ADULT EAUDIOBOOKS	434.97
OVERDRIVE	11/18/2025	01080DA25364200	1080-0012 2-TEEN EAUDIOBOOKS	143.50
OVERDRIVE	11/18/2025	01080DA25364599	1080-1012 5-ADULT EBOOKS & 5-ADULT EAUDIOBOOKS	734.95
Total for OVERDRIVE				\$3,368.00
Penworthy Co. 414-287-4600				
Penworthy Co.	11/06/2025	0612568-IN	00-1320185_001 J PICTURE BOOKS	212.56
Total for Penworthy Co.				\$212.56
RESERVE ACCT. (POSTAGE METER)				
RESERVE ACCT. (POSTAGE METER)	11/24/2025	1225-0126	41651340 POSTAGE METER REFILL FOR DEC.2025/JAN.2026	300.00
Total for RESERVE ACCT. (POSTAGE METER)				\$300.00
ROGER SAVOY				
ROGER SAVOY	11/21/2025		EGCL AIS PROGRAM	100.00
Total for ROGER SAVOY				\$100.00
Seasons East Lawn Care 732-2276 new 8.07				
Seasons East Lawn Care	11/06/2025	14483	EGRN LAWN CARE SERVICE 10/7/25-10/28/25	1,740.00
Total for Seasons East Lawn Care				\$1,740.00
STAPLES 1-877-826-7755				
STAPLES	11/07/2025	6047529515	N008052 COLOR PAPER	46.87
STAPLES	11/07/2025	6047478716	1008052 OFFICE SUPPLIES	260.21
STAPLES	11/07/2025	6047478715	10008052 14X18 PADDED MAILERS	4.87
STAPLES	11/07/2025	6047529514	N008052 14X18 PADDED MAILERS	43.09
STAPLES	11/14/2025	6047926236	1008052 MAINTENANCE & OFFICE SUPPLIES	707.67
STAPLES	11/14/2025	6047926234	1008052 PINK BATHROOM HAND SOAP	104.96
STAPLES	11/15/2025	6048005936	1008052 URINAL TABLETS	38.61
STAPLES	11/15/2025	6048089976	N008052 VACUUM BAGS	24.19
Total for STAPLES				\$1,230.47
TAG SOLUTIONS, LLC (518) 292-6510				

VENDOR	DATE	NUM	MEMO/DESCRIPTION	AMOUNT
TAG SOLUTIONS, LLC	12/01/2025	30636176	21743 NINJAONE AND BLACKPOINT 12/1/25-12/31/25 NINJA CLOUD BACKUP 12/1/25-12/31/25 MANAGED SERVICES CORE 12/1/25-12/31/25	2,633.00
Total for TAG SOLUTIONS, LLC				\$2,633.00
TIMES UNION (SUBSCRIPTION) 454-5015				
TIMES UNION (SUBSCRIPTION)	11/17/2025	02192026	140026351 SUBSCRIPTION RENEWAL THRU 2/19/26	144.00
Total for TIMES UNION (SUBSCRIPTION)				\$144.00
Troy Public Library				
Troy Public Library	11/23/2025	299331	381321****8870 CHRISTMAS MICE LOST/PAID BOOK	3.99
Troy Public Library	11/23/2025	299330	381321****1066 SCOOBY-DOO AND THE ZOOMBIE'S TREASURE LOST/PAID BOOK	3.99
Troy Public Library	11/23/2025	825629	38132100339007 BAT SHEA LOST/PAID BOOK	10.00
Troy Public Library	11/23/2025	299333	381321****9844 FIVE NIGHTS AT FREDDY'S: LOST/PAID BOOK	12.99
Troy Public Library	11/23/2025	299332	381321****9265 NARWHALICORN AND JELLY LOST/PAID BOOK	12.99
Total for Troy Public Library				\$43.96
TWIN BRIDGES 518-282-5600				
TWIN BRIDGES	12/01/2025	20251201558109	55-8109 1 WASTE & RECYCLING FOR DECEMBER 2025	308.84
Total for TWIN BRIDGES				\$308.84
WHITTAKER, CHLOE				
WHITTAKER, CHLOE	11/20/2025	12012025	EGCL AIS PROGRAM	375.00
Total for WHITTAKER, CHLOE				\$375.00
William K. Sanford Library				
William K. Sanford Library	11/10/2025	232019	0000481680 52 SMALL CHANGES FOR THE MIND: LOST/PAID BOOK	16.95
Total for William K. Sanford Library				\$16.95
TOTAL				\$35,879.40

Note

Payment Approved / /

President, Library Board of Trustees: _____



East Greenbush Community Library

Budget vs. Actuals: 2025 Budget (Amended 11/18/25)

January 1 - December 5, 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Revenue				
4000 Library Charges	13,096.74	15,000.00	-1,903.26	87.31 %
4100 Interest & Earnings	61,402.72	65,000.00	-3,597.28	94.47 %
4200 Public Funds				
4202 State Aid- LLSA	5,278.70	5,700.00	-421.30	92.61 %
4203 East Greenbush	1,995,455.00	1,995,455.00	0.00	100.00 %
4204 Rensselaer County	1,000.00	1,000.00	0.00	100.00 %
4205 Contract for Service- Schodack	400,000.00	400,000.00	0.00	100.00 %
Total 4200 Public Funds	2,401,733.70	2,402,155.00	-421.30	99.98 %
4410 Gifts & Grants	51,928.56	52,500.00	-571.44	98.91 %
Total Revenue	\$2,528,161.72	\$2,534,655.00	\$ -6,493.28	99.74 %
GROSS PROFIT	\$2,528,161.72	\$2,534,655.00	\$ -6,493.28	99.74 %
Expenditures				
Operating Expenses				
5000 Technology/Communications	80,484.88	108,000.00	-27,515.12	74.52 %
5010 Programming & Planning	29,959.84	34,700.00	-4,740.16	86.34 %
5020 Bks & Mat'ls (Collections)	155,352.56	168,500.00	-13,147.44	92.20 %
5030 Facilities Expenses	149,940.71	173,940.00	-23,999.29	86.20 %
5040 Professional Services	56,240.22	61,650.00	-5,409.78	91.23 %
5050 Operations	22,223.44	33,050.00	-10,826.56	67.24 %
5100 Human Resources/Staff Devt	6,214.70	7,000.00	-785.30	88.78 %
5200 Personnel				
5201 Benefits	420,085.57	455,335.00	-35,249.43	92.26 %
5250 Salaries	1,256,102.77	1,313,000.00	-56,897.23	95.67 %
Total 5200 Personnel	1,676,188.34	1,768,335.00	-92,146.66	94.79 %
Total Operating Expenses	2,176,604.69	2,355,175.00	-178,570.31	92.42 %
Total Expenditures	\$2,176,604.69	\$2,355,175.00	\$ -178,570.31	92.42 %
NET OPERATING REVENUE	\$351,557.03	\$179,480.00	\$172,077.03	195.88 %
Other Expenditures				
FR Friends Pass-through	-1,921.20		-1,921.20	
Reserve Funds				
901 Reserve Fund Expenditures (Capital)	399,716.09		399,716.09	
Total Reserve Funds	399,716.09		399,716.09	
Total Other Expenditures	\$397,794.89	\$0.00	\$397,794.89	0.00%
NET OTHER REVENUE	\$ -397,794.89	\$0.00	\$ -397,794.89	0.00%
NET REVENUE	\$ -46,237.86	\$179,480.00	\$ -225,717.86	-25.76 %

Note

On this date, the year is 92.8% over.

Transfers to and from Reserves are not included on the Budget vs. Actual report; they are recorded on the Balance Sheet.

Friday, December 5, 2025

East Greenbush Community Library

Balance Sheet

As of December 5, 2025

	TOTAL			
	AS OF DEC 5, 2025	AS OF DEC 5, 2024 (PY)	CHANGE	% CHANGE
ASSETS				
Current Assets				
Bank Accounts				
Cash, Operating Accounts	718,429.48	688,338.97	30,090.51	4.37 %
Designated Board Cash Funds				
1007.00 Non-Restricted, Hurr XXX244	56,079.33	54,695.54	1,383.79	2.53 %
1008.00 Non-Restricted, Capital Reserve- XXX0228	502,961.52	164,440.79	338,520.73	205.86 %
1009.00 Non-Restricted, Operational Contingency- XXX210	407,644.66	397,585.68	10,058.98	2.53 %
Total Designated Board Cash Funds	966,685.51	616,722.01	349,963.50	56.75 %
Donor Restricted Cash Funds				
1001.00 Donor-Restricted, Gift & Grant-XXX186	15,046.96	19,292.36	-4,245.40	-22.01 %
1005.00 Donor-Restricted, Capital Reserve- XXX251	115,116.07	396,795.79	-281,679.72	-70.99 %
Total Donor Restricted Cash Funds	130,163.03	416,088.15	-285,925.12	-68.72 %
Total Bank Accounts	\$1,815,278.02	\$1,721,149.13	\$94,128.89	5.47 %
Total Current Assets	\$1,815,278.02	\$1,721,149.13	\$94,128.89	5.47 %
Fixed Assets	\$2,257,602.89	\$2,217,439.06	\$40,163.83	1.81 %
TOTAL ASSETS	\$4,072,880.91	\$3,938,588.19	\$134,292.72	3.41 %
LIABILITIES AND EQUITY				
Liabilities	\$35,879.40	\$58,406.86	\$ -22,527.46	-38.57 %
Equity				
3000 Retained Earnings	4,083,239.37	3,669,678.85	413,560.52	11.27 %
Net Revenue	-46,237.86	210,502.48	-256,740.34	-121.97 %
Total Equity	\$4,037,001.51	\$3,880,181.33	\$156,820.18	4.04 %
TOTAL LIABILITIES AND EQUITY	\$4,072,880.91	\$3,938,588.19	\$134,292.72	3.41 %

Note

On this date, the year is 92.8% over

Non-Restricted Funds Available: \$1,685,114.99

Donor-Restricted Funds Available: \$130,163.03

Account Transfers to cover monthly interest and expenses:

- 1) \$157,989.75 from Donor Restricted Capital Reserve to Operating (capital project expenses)
- 2) \$377.31 from Donor Restricted Capital Reserve to Non-Restricted Capital Reserve (interest)
- 3) \$3,623.41 from Donor Restricted Gift & Grant to Operating (donor restricted gift & grant expenses)
- 4) \$300 from Donor Restricted Gift & Grant to Operating (savings)- non-restricted gift accidentally deposited into restricted account

2025 Donor-Restricted Gift & Grant Report to the Library Board

As of December 5, 2025

Restricted Gifts & Grants	Original Amount Awarded	Previous Year Balance Carried	Revenue 2025	Expenditures 2025	Balance (Available Funds)
FR-01-2025 AIS Prog	\$ 8,400.00	\$ -	\$ 8,400.00	\$ 7,790.00	\$ 610.00
FR-02-2025 Hoopla	\$ 3,515.00	\$ -	\$ 3,515.00	\$ 3,515.00	\$ -
FR-03-2025 Museum	\$ 3,225.00	\$ -	\$ 3,225.00	\$ 2,774.80	\$ 450.20
FR-04-2025 Teen Prog	\$ 2,000.00	\$ -	\$ 2,000.00	\$ 2,000.00	\$ -
FR-05-2025 YS Prog	\$ 6,500.00	\$ -	\$ 6,500.00	\$ 6,500.00	\$ -
FR-06-2025 Teen Prog/Sup	\$ 2,700.00	\$ -	\$ 2,700.00	\$ 2,580.75	\$ 119.25
FR-07-2025 YS Prog/Sup	\$ 3,000.00		\$ 3,000.00	\$ 3,000.00	\$ -
FR-08-2025 Fish	\$ 2,500.00		\$ 2,500.00	\$ -	\$ 2,500.00
FR-09-2025 Staff Devt/Apprec	\$ 2,700.00		\$ 2,700.00	\$ -	\$ 2,700.00
FR-02-2022 Large Print Books	\$ 2,200.00	\$ 643.55	\$ -	\$ 643.55	\$ -
FR-23-2022 AD Edu/Jobs	\$ 750.00	\$ 661.59	\$ -	\$ -	\$ 661.59
FR-34-2023 Macbook	\$ 1,300.00	\$ 10.90	\$ -	\$ 10.90	\$ -
FR-37-2023 HoTP	\$ 4,500.00	\$ 1,740.80	\$ -	\$ 1,391.08	\$ 349.72
FR-39-2023 Outreach	\$ 4,000.00	\$ 760.14	\$ -	\$ 760.14	\$ -
FR-40-2024 YS Programming	\$ 2,500.00	\$ 917.47	\$ -	\$ 917.47	\$ -
FR-42-2024 YS AudioBks	\$ 3,100.00	\$ 4.00	\$ -	\$ 4.00	\$ -
FR-43-2024 MuseumPass	\$ 3,700.00	\$ 278.70	\$ -	\$ 278.70	\$ -
FR-44-2024 YS SRPS	\$ 4,500.00	\$ 356.27	\$ -	\$ 356.27	\$ -
FR-45-2024 Teen Supplies	\$ 2,000.00	\$ 816.25	\$ -	\$ 816.25	\$ -
FR-46-2024 Fish	\$ 2,500.00	\$ 1,487.11	\$ -	\$ 1,296.68	\$ 190.43
FR-47-2024 Fam Engagement	\$ 2,000.00	\$ 789.34	\$ -	\$ 766.40	\$ 22.94
FR-48-2024 Playroom	\$ 2,000.00	\$ 988.42	\$ -	\$ 408.51	\$ 579.91
FR-49-2024 YS LoT Kits	\$ 4,000.00	\$ 3,380.06	\$ -	\$ 1,694.18	\$ 1,685.88
FR-50-2024 LoT	\$ 2,500.00	\$ 12.82	\$ -	\$ 12.82	\$ -
FR-51-2024 Voln Apprec	\$ 3,000.00	\$ 1,005.01	\$ -	\$ 122.85	\$ 882.16
FR-52-2024 Staff Prof Dev Apprec	\$ 3,500.00	\$ 492.15	\$ -	\$ 492.15	\$ -
FR-53-2024 LOT	\$ 2,500.00	\$ 2,481.01	\$ -	\$ 2,481.01	\$ -
FR-54-2024 Hoopla	\$ 7,000.00	\$ 1,804.24	\$ -	\$ 1,804.24	\$ -
Reading Garden	\$ 5,500.00	\$ 230.78	\$ -	\$ -	\$ 230.78
Dill Literacy	\$ 1,650.00	\$ 237.77	\$ 850.00	\$ 235.81	\$ 851.96
Stewarts Holiday Match	\$ 750.00	\$ -	\$ 750.00	\$ 750.00	\$ -
Everett Poost Musical Instruments Storytime	\$ 250.00	\$ -	\$ 250.00	\$ 250.00	\$ -
Sylvia Swire Children's Educational Programs	\$ 100.00	\$ -	\$ 100.00	\$ -	\$ 100.00
Flanagan Children's Programming	\$ 3,000.00	\$ -	\$ 3,000.00	\$ 387.86	\$ 2,612.14
UHLS Equity Grant	\$ 500.00		\$ 500.00	\$ -	\$ 500.00
GRAND TOTAL	\$ 103,840.00	\$ 19,098.38	\$ 39,990.00	\$ 44,041.42	\$ 15,046.96

2025 Capital Projects Report to the Library Board

As of December 5, 2025

CURRENT CONSTRUCTION PROJECT OVERVIEW							
Funding Source	Budget	Revenue Received (Pre-2025)	Expenditures (Pre-2025)	Revenue (2025)	Expenditures (2025)	Total Revenue to Date	Total Expenditures to Date
NYS Construction Grant 0386-24-0514	\$ 347,356	\$ 312,620	\$ 189,643	\$ -	\$ 389,953	\$ 312,620	\$ 579,596
Library Match	\$ 347,356	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS	\$ 694,712	\$ 312,620	\$ 189,643	\$ -	\$ 389,953	\$ 312,620	\$ 579,596

DETAILED BUDGET- CURRENT CONSTRUCTION PROJECT			
Project Component	Budget (Including Changes)	Paid-To-Date	Status
Site Work	\$ 151,291	\$ 132,276	In progress/substantially complete. Sidewalk, grading, fabric awning complete. Landscaping TBD.
Electrical	\$ 25,814	\$ 25,814	Fully complete.
Painting	\$ 17,400	\$ 17,400	Fully complete.
Tile & Carpet	\$ 41,796	\$ 38,388	Fully complete. Waiting to be billed
EIFS	\$ 125,500	\$ 119,225	Complete except punchlist.
Storefront Windows	\$ 210,855	\$ 165,665	Windows Replaced- but leaking (investigating cause & fixing) Waiting on front door.
Interior Finished Carpentry *estimated	\$ 32,571	\$ 21,604	Interior trim work in-progress.
CM Reimbursables *estimated	\$ 9,100	\$ 8,206	Includes waste removal and portable bathrooms.
CM Fee* estimated (5%)	\$ 29,698	\$ 26,570	Project Management to date. Waiting on latest bill.
Architectural Fees	\$ 27,650	\$ 24,449	Payment for design and oversight.
Contingency	\$ 23,037		10% contingency remaining
TOTALS	\$ 694,712	\$ 579,596	

Assistant Director Office							
Project Summary							
Total Project Cost:	\$	25,000	Board Approved 4/22/2025. Allocate funds from Non-Restricted Capital Reserves				
Financial Summary							
Project Component	Budget	Paid-To-Date	Remaining Project Funds	Status			
Wainschaf Contract for Construction	\$	14,127	\$	14,127	Complete except for punch list.		
Change Order- Add Window to Door	\$	943	\$	943	Added winodw to currently owned wooden door.		
Accent Furniture Contract (OFS Brands)	\$	9,763	\$	9,763	\$	0	Complete
Contingency	\$	167	\$	167			
TOTALS	\$	25,000	\$	9,763	\$	15,237	

Air Handler Unit Replacement				
Project Summary				
Total Project Cost:	\$ 70,000	Board approved 6/17/2025. Allocate funds from Non-Restricted Capital Reserves		
Financial Summary				
Project Component	Budget	Paid-To-Date	Remaining Project Funds	Status
BPI Contract to replace AHU	\$ 63,980	-	\$ 63,980	Installation in progress
Contingency	\$ 6,020	-	\$ 6,020	
TOTALS	\$ 70,000	-	\$ 70,000	

Capital Reserve Accounts	
Donor-Restricted: \$115,116 (fully encumbered for construction project).	
Non-Restricted Capital Reserves: \$502,961.52 total; \$284,562 encumbered, leaving \$218,399.52 unencumbered.	
Encumbered projects: Air Handler Unit (\$70,000), AD Office (\$15,237 remaining), Roof Project – Library Match increased award expected, reducing match requirement (\$199,325).	

Overview of Capital Reserve Accounts				
Capital Reserves	Project	Current	Encumbered	Unencumbered
Donor-Restricted	Capital Project NYS Grant 0386-24-0514	\$ 292,770.82	\$ 292,770.82	\$ -
Non-Restricted Capital Reserves	Listed Below:	\$ 509,833.27	\$ 294,325.00	\$ 215,508.27
	Air Handler Unit		\$ 70,000	
	Assistant Director Office		\$ 25,000	
	Roof Project- Library Match		\$ 199,325	

**Services Committee Minutes**

12/1/2025 • 5:30 PM

Attendance: Katie Sheehan (Chair – Vice President), Charlie Pensabene (President), Mari Harris (Trustee), Jill Dugas-Hughes (Director)

Excused: Camie Engel (Trustee)

ACTION ITEMS:

- Table of Fees for 2026
- Mahjong Proposal
- Bylaws amendment (public vote should be taken on any sale or lease of-the library land)
- Succession Planning Policy (distributed 4/7)
- Serving Vulnerable Populations Policy (distributed 8/1)
- Group Visits Policy (distributed 8/1)

1. **Table of Fees for 2026:** Discussed draft table of 2026 fees. No changes from 2025 fees. Removed merchandise sold by Library from Table of Fees (tote bags, shirts) as these are not services that generate fees. Committee recommends Board approval of 2026 fees proposal.

Motion: Motion to approve 2026 Table of Fees, as presented.

2. **Mahjong Proposal:** Mahjong gatherings at the library have been organized and overseen by a few volunteers for 2 years. Mahjong has become routine (every other Tuesday) and very well-attended, with sizeable participation of 45 people plus a waiting list. Given this and the need for library space and materials, director and staff discussed and agree that this should be a library- sponsored program as it fits the parameters for such. The organizer of the current Mahjong is Julie Ann Price. Note that Julie Ann is president of FOEGCL. While she has overseen Mahjong, she has done so outside of her FOEGCL role, and the program has no affiliation with FOEGCL's mission. The Library discussed the program sponsorship with Julie Ann. Julie Ann has proposed that she run Mahjong as a library-sponsored program, with the library contracting her to do so, for a fee of \$50 per session. This fee is well within the those paid to program presenters who are contracted by the Library for library-sponsored events. Committee discussed optics and whether there was any conflict of interest for making these changes, or Julie Ann's proposal. Committee believes that contracting with Julie Ann is not related to her role as FOEGCL President, there are no prohibitions for hiring someone who is a member of FOEGCL, nor would it interfere with the relationships between Library, Board and FOEGCL. Committee supports Director's recommendation for a Library takeover of this program. Director will generate the contract/agreement with Julie Ann, in compliance with Library programming and contracting policies, as soon as possible. Mahjong will continue under the library's programming and registration process: the community has spoken by their participation over the past two years!
3. **By-laws Amendment:** The committee discussed the suggestion of amending the by-laws to require a public vote for selling library property. At last Board meeting, Board agreed that documented guidance was needed for property decisions, given the difficult climate created by the recent Town pursuit of library property for



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a police station. Committee believes that guidance for the future of library property is best developed through policy rather than by-laws. The policy should stipulate how, when, and why property would be sold/leased/used/or otherwise distributed. Policy will include requirements, e.g., written proposals and when and how such proposal would be vetted through community and stakeholders. Such events will be a collective effort by the Director and Board from onset to results. Board would also review any proposals received outside of policy (to be created) before any responses were shared with outside parties. Director will consult with other libraries, UHLS, and legal to determine best practices for drafting policy. Policy will be presented to Services Committee when drafted.

4. **Succession Planning Policy:** The policy was not reviewed. Had a discussion re: filling next year's Board vacancy created by Nichole Krisanda's resignation. Charlie Pensabene has reached out to fourth candidate on 2025 Trustee ballot to see if they would be interested in filling this vacancy. TBD
5. **Serving Vulnerable Populations Policy and Group Visits Policy:** Policies were discussed at policy development level. It was agreed that these concepts belong under one policy, e.g., Equitable Service Policy, as they both pertain to how service will be provided to unique groups vs. individual patrons. The Director will consider other policies to see if there are any that would be better located within the Equitable Service Policy.

Future Discussions:

- Equitable Service Policy
- Land Purchase/Use Policy



2026 Table of Fees

Late Fees: Most items are fine free; except for the specialty items indicated below	
Library of Things, STEM Kits, Stories-to-Go Kits, Interlibrary Loan, Nature Backpacks, YOTOS	\$1.00 per day, up to \$5
Museum Passes, Hotspots, Laptops	\$5 per day, up to \$25
Fees	
Out of System Library Card (non-residents)	\$30/6 months or \$50/1 year
Replacement of Item Lost or Damaged	Full retail replacement cost; minimum \$5, \$2 processing fee
Interlibrary Loan Fees charged by other libraries	Entire fee
Copy/Print (Color)	\$0.50 per copy/print
Copy/Print (Black & White)	\$0.15 per copy/print
Returned Check	\$25
Meeting Room Damage	Full cost of restoration

No refunds will be provided.



Administrative Committee Minutes

12/1/2025 • 7:00 PM

Attendance: Amanda Miller (Chair), Charlie Pensabene (President), Nichole Krisanda (Treasurer), Kayla Kutzscher (Trustee), Jill Dugas Hughes (Director)

ACTION ITEMS:

- Contract Updates
- Facilities Updates
- ADA-Facilities Checklist
- Nominating Committee – Slate of Officers to be presented at the December 9th Board Meeting
- Land Sale Use/Lease Policy

1) Schodack Update:

J. Dugas Hughes and C. Pensabene will contact Schodack for the final contract number for the 2026 library budget and will discuss a multi-year agreement going forward. Castleton and Nassau libraries requested flat funding.

2) Facilities Update:

- The air handler unit is still in the process of being replaced. There are several components to the completion of the project.
- We are currently seeing lots of condensation on the new windows. We are working on addressing these issues.

3) ADA-Facilities Checklist:

- Need to go through the building to make sure areas are ADA compliant like bathrooms, and entrance.
- Space Audit – add to next year's list as part of the strategic planning component.

4) Nominating Committee:

- There was discussion about the open Treasurer position.
- The committee will email incoming Trustees and ask if anyone would like the role of Treasurer.
- The proposed slate for the other positions is as follows:
 - President: Charlie Pensabene
 - Vice-President: Amanda Miller
 - Secretary: Kayla Kutzscher



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5) Land Sale Use/Lease Policy:

- Discussion on what is required, such as the vetting process. All proposed land sales must be reviewed through a formal vetting process to assess feasibility, impact, and alignment with the library's mission.
- After vetting, proposals go to the library board. The Board must approve any proposal before it moves forward.
- Any sale of library-owned land requires a public vote.
- Jill will reach out to attorney and UHLS for guidance.
- The policy should be written by the Services Committee for the Administrative Committee to review after finalization.

Other:

There was a general discussion on space planning. Both committees should be involved or have a subcommittee. Recommend looking into possibly hiring an architect to undertake space planning study for 2026 priority. The subcommittee would likely fall under the Services Committee, just as the Strategic Planning Committee did.

Discussion over the Upper Hudson Liaison position. It was determined that the position represents medium sized libraries in UHLS, not the EGCL. While Camie's library trustee term ends this year, she will remain on the UHLS Board because her term is not up there. She will be invited to attend library board meetings as the UHLS liaison.

Next Meeting Action Items:

- Land Sale Use/Lease Policy
- ADA checklist
- Windows, Air Handler Unit



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Director's Report- December 9, 2025

Respectfully submitted, Jill Dugas Hughes

Based on Strategic Plan 2023-2028 "You Belong Here" Adopted September 19, 2023

Vision: To serve as the central hub where people feel welcome, supported in learning, and connected to community and one another. **Mission:** We inspire learning, imagination, collaboration, and compassion by providing our community with equitable access to resources in a welcoming environment.

Goals and progress updates are in the report.

November 2025 Visits/Hours Open/Statistical Highlights

- **Hours Open:** 249 hours/29 days; Closed @ 5pm 11/26, closed on 11/27, Thanksgiving Day
- **Visitors:** 24,343 total visits (12,727 in-person) +12% YTD
 - Total visits went +16% over last November
 - In-person visits +7%; website traffic +31%; drive-thru use -15% over last November
- **Borrowing:**
 - 22,461 physical items (-3% November & - 3% YTD)
 - 6,523 digital items (flat November last year, +5% YTD)
 - 8,258 database usage (+9% November, +9% YTD)
 - Physical borrowing = 60% of total use (-2% from last year); digital = 40% (+2%).
 - Youth borrowing: -7% physical, -2% digital). Adult borrowing: physical +3%, +0.5% digital.
- **Programs:** 54 group programs + 95 one-on-one sessions = 1,976 total attendees
 - Attendance was down 2% over last November and +29% YTD.
 - Adult Program Attendance is down 1% YTD and Youth Attendance is up 25% YTD.
- **Meeting Rooms:** 87 bookings by outside groups (+6% over last November, +25% YTD).
- **Library Cards:** 156 new cards issued, 3,089 active card holders
 - New cards +44%; active users +6% (residents +3%, non-residents +4%)
 - YTD, new users +18%, active users up 2%.
- **Public Computer Sessions:** 1,545 (-5% YTD).
- **Wireless Sessions:** 1,350 (-8% vs. November 2024, -4% YTD).

Strategic Plan Progress

GOAL 1: Build Community Connections

Increase Program opportunities for community members to engage meaningfully with one another across lines of difference

- Began working with Rensselaer County Conservancy Alliance (RCCANY), supporting environmental education.
- Hosted Bears in Our Backyard, a high-interest wildlife program that created meaningful shared learning experiences.

Identify current underserved communities and craft initiatives to increase usage by identified groups.



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- Met with new EGSCD Superintendent, Dr. Kurtis Kotes and Assistant Superintendent for Curriculum and Instruction, Lisa Mahar, to review current collaborations and explore new initiatives, including a possible “Welcome to the Library Night” for families and discussed ways to promote Education Library Cards for those who go to school or work in the district.
- Began annual pajama collection with the Rensselaer County District Attorney’s Office to support children and families in need.

GOAL 2: Engage With Your Community

Increase usage of or collaboration with the library by local government and community groups for meetings and events.

- Scheduled a heating assistance webinar and initiated planning for a weatherization workshop with NYS agencies.
- Created a Nutrition Services in Rensselaer County outreach bookmark with Food Pantries for the Capital District (36 distributed).

Increase usage of library resources to connect community members to community events

- Established a new Community Resource Center featuring materials from NYS Department of Health, Public Services, and Office of Child & Family Services.
- Developed NYLA-informed informational brochures to support residents navigating government programs.
- Delivered high-engagement programs, including Dungeons & Dragons, Pop Tarts Tasting, and the high-energy Bestie Bash celebrating *Dog Man & Li’l Petey*- the culmination of our in-department election.
 - Bestie Bash featured a photo booth and bracelet-making and helped encourage adults to vote in the November 17 Budget Vote.
- Teen engagement: 139 visits recorded during the 15 days the space was staffed, reinforcing the value of increased teen presence and support.
- Preparing for a Noon Year’s Eve Party, including the returning Baby Race, expected to be a high-engagement family event.

GOAL 3: Satisfy Curiosity and Stimulate Imagination

Assess the use of physical (both indoor and outdoor) and virtual spaces to meet the needs of the community, including barriers to accessibility.

- The Introduction to Medicare and the Historical Society’s Commemorating America programs were very well attended, only topped by the successful Mahjong series!

Increase the overall awareness that community members have of the library’s programs, collections, and services.

- Produced new bookmarks (Savor the Season, Page to Screen 2026) and robust readers’ advisory social media content.

Increase circulation of diverse resources and materials.

- Featured high interest displays for Native American Heritage, baking, and cozy mysteries.

GOAL 4: Promote Literacies

Increase opportunities for hands-on and intergenerational learning.

- Completed a multi-session ASL course taught by the Capital Region Language Center, serving patrons of all ages.
- Storytime expansion:
 - Held 8 Family Storytimes (avg. 50 attendees)
 - 1 Baby Storytime (13 attendees).
 - Molly successfully led her first Baby Storytime after completing UHLS Storytime Bootcamp.

Increase on-site and on-line access to resources that promote literacy skills.

- Reprinted the new Tech-Talk digital literacy brochure twice due to demand.

Increase community partnerships with educational institutions

- Hosted five 5th grade classes from Red Mill (80 students, 6 educators) for interactive library tours and card signups. Combined with September's Genet visits: 158 5th graders and 13 educators reached this fall.
- Adult & Information Services staff attended the NYLA conference, returning with resources on partnerships, accessibility, legal empowerment, sustainability, economic vitality, and AI literacy.
- Youth & Family Services staff attended sessions on sustainable programming, inclusive storytimes, sensory spaces, small-space optimization, and school outreach.
- Jill and Maxine Bleiweis presented "Not Business as Usual," earning a free attendance day.

GOAL 5: Advance Local Economic Vitality

Increase library staff capacity to assist businesses and entrepreneurs in physical and digital spaces.

- Hosted a well-attended screening of *Books- The Show*, filmed at Troy's Market Block Books, boosting visibility for a local independent business.
- Hosted a young local author's debut event.
- Youth workforce development: Two teens volunteered this month for a total of 8 service hours, reinforcing the library's role in early job-readiness skill development.

Increase usage of existing library resources that support local businesses and entrepreneurs.

- Continued partnership with Rensselaer County One Stop; exploring targeted outreach due to declining appointment activity.
- *Supporting local book businesses: Purchased Little Book House gift certificates (redeemable at Market Block Books) as prizes for the Children and Teen Winter Reading Challenge—directly supporting local independent bookstores.*

Operations

Technology

- Replaced two desktop computers.

Personnel

- No new hires or resignations this month. We hope to fill the upcoming Part-Time Library Assistant position before year-end.

Facilities

- Assistant Director Office: Substantially complete; minor punch list items remain.
- Building Projects:

- EIFS work substantially complete (pending punch list)
- All windows installed except front entry storefront replacement.
- Investigating condensation issues; evaluating HVAC vs. window installation as possible causes.
- Entryway carpet installed.
- Air Handler Unit replacement is still underway. They have taken a pause in their installation as they await a part.

Incidents

- Staff responded to a series of incidents involving a small group of teens. Appropriate follow-up was completed, including issuing a written warning to one individual. A related incident in the adult area involving another patron was also addressed and resolved.

Monthly Statistical Comparison				
East Greenbush Community Library	Nov-24	Nov-25	Change	
Building Visits	12,300	13,183	+	7.2%
Number of patron visits to the library building				
Drive-Thru Visits	427	364	-	-14.8%
Number of patrons who use the drive-thru window to borrow materials				
Website Users	8,212	10,796	+	31.5%
Number of people who initiated at least one session on eglibrary.org during a given month				
Physical Materials Use	23,231	22,461	-	-3.3%
Number of checkouts plus renewals made at the library				
Digital Materials Use	6,522	6,523	+	0.0%
Number of materials downloaded or streamed from the library's digital collections (hoopla, Libby)				
Online Resource Use (database)	7,555	8,258	+	9.3%
Number of sessions (log-ins) for online resources, based on vendor statistics. This includes both in-library and, where applicable, remote access				
WiFi Use	1,470	1,350	-	-8.2%
Number of unique daily WiFi patron at the library				
Public Computer Use	4,483	1,545	-	-65.5%
Number of computer sessions at the library				
Program Attendance	2,013	1,976	-	-1.8%
Number of attendees at programs held inside the library location or in a library virtual space				
Meeting Room Use by Outside Groups	82	87	+	6.1%
Number of uses of library meeting rooms (Multipurpose, A, B, Hurr) by community members				
New User Accounts (library card registrations)	108	156	+	44.4%
Number of library cards newly created (online & in-person registrations)				
Monthly Active Library cardholders (retention)	2,918	3,089	+	5.9%
Average number of cardholders who actively used their library card per month				
Number of Programs Adult	33	29	-	-12.1%
Program Attendance Adult	453	435	-	-4.0%
Number of Programs Youth	23	22	-	-4.3%
Program Attendance Youth	522	1,348	+	158.2%
Number of Programs All Ages	Unavailable	3		
Program Attendance All Ages	Unavailable	98		
1-1 Programs (<i>Books with Wheels, Take & Make, Notary, Book a Librarian</i>)	Unavailable	95		
Youth Physical Item Circ	14,192	13,183	-	-7.1%
Youth Digital Materials Circ	1,012	989	-	-2.3%
Adult Physical Item Circ	9,039	9,278	+	2.6%
Adult Digital Materials Circ	5,510	5,532	+	0.4%
Registered Resident Borrowers	5,452	5,593	+	2.6%
Registered Non-Resident Borrowers	1,961	2,043	+	4.2%
Physical Items Circ at Checkout Desk	21,838	21,081	-	-3.5%
Physical Items Circ at Drivethru Window	1,393	1,380	-	-0.9%
Total Visits (website, library, drive-thru)	20,939	24,343	+	16.3%