

COMSEWOGUE PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
APRIL 21, 2026
A G E N D A

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. APPROVAL OF MINUTES
- D. CORRESPONDENCE
- E. DIRECTOR'S REPORT
 - 1. DIRECTOR'S REPORT
 - 2. PERSONNEL REPORT
 - 3. OTHER
- F. PERIOD FOR PUBLIC EXPRESSION
- G. FINANCIAL REPORTS
- H. APPROVAL OF BILLS
- I. REVIEW OF PAYROLL AND PAYROLL WARRANTS – 3/26/26 & 4/09/26
- J. REPORTS FROM STANDING COMMITTEES
- K. OLD BUSINESS
 - 1. ANNUAL BUDGET VOTE & TRUSTEE ELECTION 2026/2027 – RESULTS
 - 2. WINDOW REPLACEMENT PROJCT: SOUTH ELEVATION – FUND TRANSFER
 - 3. OTHER
- L. NEW BUSINESS
 - 1. 2025 NYS ANNUAL REPORT FOR THE PUBLIC & ASSOCIATION LIBRARIES – REVIEW & ACCEPTANCE
 - 2. BUILDING REPAIR – REPLACEMENT OF #1 COMPRESSOR IN ROOFTOP CONDENSER UNIT
 - 3. POLICY REVISION – LIBRARY MEMBERSHIP & CIRCULATION POLICY
 - 4. DATES OF UPCOMING REGULAR BOARD MEETINGS
 - 5. OTHER
- M. PERIOD FOR PUBLIC EXPRESSION
- N. EXECUTIVE SESSION (If needed)
- O. ADJOURNMENT

As board agendas and meeting notices are generally set one week in advance, the board may announce new business or change posted items, as warranted by circumstances and the best interests of the library.

C

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE
COMSEWOGUE PUBLIC LIBRARY, PORT JEFFERSON STATION, NEW YORK
MARCH 17, 2026

President Rossini called the meeting to order at 6:04 p.m.

PRESENT: Trustee Olson Trustee Spence Trustee Rossini Trustee McCrary Trustee DeStefano Assistant Director Andrea Malchiodi Director Engelhardt	ABSENT WITH NOTIFICATION:
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Trustee Rossini conducted the Pledge of Allegiance.

MOTION by Trustee McCrary, seconded by Trustee Olson, to approve the minutes of the regular meeting held on February 17, 2026. Discussion followed. Approved unanimously.

There was no correspondence for the Board.

MOTION by Trustee McCrary, seconded by Trustee Olson, to accept the Director's Report dated March 2026. Discussion followed. Approved unanimously.

MOTION by Trustee DeStefano, seconded by Trustee Spence, to accept the Personnel Report dated March 17, 2026. Discussion followed. Approved unanimously.

There were no questions or statements from the public.

MOTION by Trustee Spence, seconded by Trustee DeStefano, to accept the revised Financial Reports for the period ending January 31, 2026, as prepared by the Library District Treasurer. Discussion followed. Approved unanimously.

MOTION by Trustee McCrary, seconded by Trustee Olson, to approve warrant 03/26/1, dated March 17, 2026, in the amount of \$163,302.29. Discussion followed. Approved unanimously.

MOTION by Trustee McCrary, seconded by Trustee Olson, to accept the payroll and payroll warrants for February 26, 2026 (\$124,698.40) and March 12, 2026 (\$125,622.86). Discussion followed. Approved unanimously.

There are no reports from standing committees.

MOTION by Trustee Spence, seconded by Trustee DeStefano, to appoint the following as election workers for the 2026/2027 Budget Vote and Trustee Election on April 14, 2026:

Donna Gleaves (Head Teller) at \$17.58 hr.

Carol Fazio (Teller) at \$17.00 hr.

Donald Gleaves (Teller) at \$17.00 hr.

Lisa Poulos (Teller) at \$17.00 hr.

Discussion followed. Approved unanimously.

The Library Board reviewed the dates of upcoming regular board meetings and schedule of Audit of Claims by Trustee.

There were no questions or statements from the public.

MOTION by Trustee Spence, seconded by Trustee McCrary, to adjourn the meeting at 6:38 P.M.
Approved unanimously.

Secretary, Board of Trustees

Director's Report April 2026

Personnel – No report.

Operations

- General analysis of suggestions/comments from the public received over the past three months indicates public feedback is overwhelmingly positive, and shows strong library engagement and community trust on the public's part. Overall, feedback indicates the public is highly satisfied with the Library's public programming and with the facility in general (cleanliness, etc.). We also see growing expectations in terms of public demand for convenience, access and space. Programs were a dominant category with a major pattern involving wanting more of what's working/expanding on existing successes, a validation of "winning" programs, and demand exceeding supply. The Library continues to work on capacity scaling of proven programs where appropriate while still offering a variety and also identifying where doing less would be sensible. We continually work to reduce operational friction wherever possible across all aspects of the operation.
- We anticipate approximately 15 events, overseen, organized and led by a variety of staff, to have been held in *The Space* by the end of August. Additional outlets and a folding partition screen were recently added to the area. Staff and public interest has been strong and feedback has been positive.
- New legislation became effective January 1, 2026 (Dr. John Flateau Voting & Elections Database Act) stating that once the Library's election results are certified and once the voter history file is completed following an election, the Library is to transmit, within a specific time period, copies of certain lists, files, maps and more (existing records) to the New York State Board of Elections, with those that are not subject to FOIL to be published on the Board of elections' public-facing website.
- The Board is asked this month to consider a policy change involving when certain high-demand, reservable items (some Library of Things and all Wi-Fi hotspots) are billed after becoming overdue. In addition, the Library would endeavor to quickly, based on demand, replace the billed item. The billed item in these cases, which are few yet extremely problematic, would permanently become the property of the borrower.

Building & Grounds

The Phase 1 Window Replacement Project billing is anticipated to be closed out this month, with all invoices paid. 90% of the project's grant funds have been received. The next round of NYS Construction Grant Applications are due in early September. Administration will bring the Board a recommendation regarding which project phase(s) to approach next and when along with other pertinent information so a decision on whether or not to proceed can be made.

Professional Activities

- 3/19 SCLS Member Directors Meeting, Longwood Public Library
- 3/23 PLDA Executive Board Meeting, SCLS
- 3/24 LILRC Regional Technology Committee Meeting, online (AM)
- 4/13 Election Reporting Webinar, online (AM, CS, DE)
- 4/14 LI Library Directors Diversity Committee Meeting, online
- 4/15 SCLS Trustee Workshop, Comsewogue Public Library

Community Activities

- 3/31 CPL hosted Port Jefferson Rotary Club evening meeting
- 4/7 PJST Chamber/Rotary/Decision/PJ Chamber Joint Meeting, Port Jefferson (AM, DE)

Update

4/6 – A federal court granted the Trump Administration's request to withdraw its appeal of a federal judge's earlier ruling that struck down the Administration's dismantling of the Institute of Museum and Library Services—the only federal agency dedicated to providing funding for the nation's libraries. The dismissal brings the lawsuit to an end.



Comsewogue Public Library

Personnel Report

April 21, 2026

New Appointments/Promotions:

Holly Lauther, Library Clerk (PT) – Circulation, effective April 21, 2026. Salary \$20.25 hr.

{previously a Page}

*Requires Board Motion

Comsewogue Public Library
Statistical Report 2025/2026

E-5

March 2026

	Mar-26	Mar-25	% Change	Totals 2025/26	Totals 2024/25	Totals - % Change	
Patron Registration							
Comsewogue Borrower Registration:							
1	Adult	64	98	-34.69%	9,489	9,428	0.65%
2	Juvenile	22	31	-29.03%	3,267	3,157	3.48%
3	Total	86	129	-33.33%	12,756	12,585	1.36%
Mount Sinai Borrower Registration:							
4	Comsewogue Library	21	26	-19.23%	4,594	4,237	8.43%
5	Port Jefferson Library	11	27	-59.26%	1,692	1,603	5.55%
Miller Place Borrower Registration:*							
6	Comsewogue Library	23	39	-41.03%	4,538	4,156	9.19%
7	Port Jefferson Library	21	25	-16.00%	1,969	1,839	7.07%
8	Total CPL Members	130	194	-32.99%	21,888	20,978	4.34%
* - SCLS purged contract patron cards in error in January 2025. Contract patron totals were effected for both Comsewogue and Port Jefferson.							
	Mar-26	Mar-25	% Change	To Date- 2025/26	To Date-2024/25	To Date - % Change	
9	Library Visits	11,039	11,350	-2.74%	96,081	94,640	1.52%
10	Curbside Pick Up	11	27	-59.26%	157	228	-31.14%
Transactions							
	Mar-26	Mar-25	% Change	To Date- 2025/26	To Date-2024/25	To Date - % Change	
11	Circulation of Physical Items:	20,865	23,702	-11.97%	192,309	209,191	-8.07%
Circulation of Electronic Items:							
12	Over Drive-Audio/eBooks	9,645	9,511	1.41%	83,625	80,931	3.33%
13	Hoopla	1,218	1,197	1.75%	10,426	8,587	21.42%
14	Kanopy	473	586	-19.28%	5,364	4,340	23.59%
Circulation Other:							
15	Museum Passes	84	82	2.44%	772	793	-2.65%
16	Library of Things	130	140	-7.14%	1,438	1,491	-3.55%
Library of Things include devices, games, tools, etc. Reporting started 1/2022							
17	Public Computer Sessions	708	846	-16.31%	5,964	6,495	-8.18%
18	Public Wireless Sessions	1,730	1,872	-7.59%	14,390	14,723	-2.26%
Interlibrary Loan:							
19	Items Loaned	940	931	0.97%	7,997	8,728	-8.38%
20	Items Borrowed	1,119	1,217	-8.05%	11,230	12,350	-9.07%

Adult Programming: March 2026

<u>Program Name</u>	<u>Sessions</u>	<u>Registered</u>	<u>Attended</u>
Workers Compensation Seminar	1	3	1
AARP Tax Assistance	6	12,12,12,12,12,12	26,26,24,26,29,28
ONLINE Breathe Together	5	9	5,4,6,3,13
ONLINE New English Speakers (Zoom)	5	n/a	6,5,4,4,4
Zumba Toning	3	15	10,10,9
Fake News Detective	1	25	10
Computer Basics	2	12	8,8
Mah-Jongg & More	1	n/a	5
ONLINE Trivia (Email)	2	16,n/a	28,41
Historical Women Book Club	1	15	7
Pub Trivia	2	20,20	16,13
AARP Smart Driver Course	1	24	23
Seed Sorting	1	35	15 adults 12 teens
Knit & Crochet	1	n/a	6
Defensive Driving	1	17	18
Calming Art Club	1	20	15
Rob Scott Spring Entertaining	2	20,20	20,18
Stained-Glass Flower \$20	2	20,20	18,17
Write This Way	1	16	12
Repair Café	1	n/a	7
Concert: Irish Yarn with Gil McLean	1	93	48

Adult Programming: Summary

Everyday Matinee	1	8	8
Wax Cylinder Recording	1	24	17
Game Night	1	11	7
Coffee & Coloring	1	11	10
Healthy Nutrition	2	14,9	9,5
Community Conversation Circle	1	12	8
One-on-One Appointments	unlimited	7	7
Social Work Intern Appointments	unlimited	10	10
Career Counseling	Appt	2	2
TOTALS	48	600	679

	<u>Sessions</u>	<u>Registered</u>	<u>Attended</u>
March 2026	48	600	679
YTD 2026	117	1572	1660
March 2025	40	526	673
YTD 2025	108	1377	1610

Family Programming: March 2026

Program Name	Grades	Sessions	Registered *by Family	Attended
Fireside Folktales: Chicken Little	All	1	8	12
Family Derby Day!	All	1	15	24
Pajama Storytime	All	1	6	5
Meet the Guinea Pigs DROP-IN	All	1	n/a	26
Dino Adventure DROP-IN	All	1	n/a	43
The Amazing Dancing Dogs	All	1	35	95
Art Cart Creations	All	6	n/a	284
Birthday Bags	All	1	n/a	6
Guinea Pig Weekly Care	All	4	n/a	14

Family Programming Summary	Sessions	Attended
March 2026	16	509
YTD 2026	52	1324
March 2025	7	110
YTD 2025	25	582

Early Childhood Programming: March 2026

Program Name	Ages	Sessions	Registered	Attended
Sheerly Delightful Sheep	3y - PreK	1	15	27
My Gym at the Library	12 - 35m	1	20	29
Baby Start	0m - 17m	1	14	27
Come Play with PlayHooray (10am)	0m - PreK	1	20	36
Come Play with PlayHooray (11am)	0m - PreK	1	20	36
A Time for Kids: Rocket Ship Blastoff (10am)	18m - PreK	1	20	38
A Time for Kids: Rocket Ship Blastoff (11am)	18m - PreK	1	20	36
Play Dough Party DROP-IN	12m - PreK	1	n/a	54
Ready, Set, Read (3/13)	3y - PreK	1	15	26
Hunt for the Leprechaun Gold (10:30am)	18m - PreK	1	22	46
Hunt for the Leprechaun Gold (4:30pm)	18m - PreK	1	20	47
Lil Athletes: Multi Sport Fun (10am)	18m - 35m	1	16	33
Lil Athletes: Multi Sport Fun (11am)	3y - PreK	1	16	38
Baby Games	0m - 17m	1	15	23
Ready, Set, Read (3/20) - cancelled	3y - PreK	1		
Evening Lullaby Together Time	0m - 12m	1	6	8
Kidnastics (10am)	12m - PreK	1	25	54
Kidnastics (11am)	12m - PreK	1	25	41
Ready, Set, Read (3/27)	3y - PreK	1	16	11
You & Me	18m - 35m	1	18	18
Crafty Kids DROP-IN	12m - PreK	1	n/a	15

Head Start Port Jeff - outreach offsite	12m - PreK	1	n/a	56
Literacy & Stem Kits	0m - PreK	16	n/a	147
1000 Books Before K	0m - PreK	1	n/a	14
Head Start Port Jeff - outreach onsite	12m - PreK	1	n/a	62

Early Childhood Programming Summary	Sessions	Attended
March 2026	40	922
YTD 2026	118	2451
March 2025	20	595
YTD 2025	66	1823

School Age Programming: March 2026

Program Name	Grades	Sessions	Registered	Attended
Painting Round Robin	K-2	1	11	10
Manga Mania	K-2	1	7	7
Wham, Bam, Snacks!	3-5	1	6	4
Rainbows and Shamrocks	3-5	1	17	11
Stop Motion Animation	3-5	1	13	6
Lego Leprechaun Building Challenge	K-2	1	13	11
Pizza Bagels (5pm)	K-2	1	24	22
Pizza Bagels (6pm)	K-5	1	24	15
Art Smarts DROP-IN	K-5	1	n/a	12
Roblox Cotton Obby (5:30pm)	K-5	1	19	15
Roblox Cotton Obby (7:00pm)	K-5	1	13	6
Magical Sugar Cookies	K-2	1	22	16
Snackin' Around the World	3-5	1	8	5
PB & J Puffy Art	3-5	1	9	7
Parachute Fun	K-2	1	16	12
Spring Scavenger Hunt	K-5	1	n/a	61
School Age Programming Summary		Sessions	Attended	
March 2026		16	220	
YTD 2026		44	973	
March 2025		11	137	
YTD 2025		43	1375	

Teen Programming: March 2026

Program Name	Grades	Sessions	Registered	Attended
Clover Diamond Art	6-12	1	20	20
Lucky Charm Sculpey Key Chain	6-12	1	17	10
Crafts For a Cause DROP-IN	6-12	1	n/a	9
Wellness Kits	6-12	1	17	15
Seeding Sorting	6-12	1	16	14
Say Yes to the Essay	6-12	1	6	3
Pizza Bagels	6-12	1	9	6
Caring Crafts	6-12	1	20	10
Cat Toys	6-12	1	23	16
Spring Sugar Cookies	6-12	1	11	7
Tissue Paper Flowers	6-12	1	20	14
Snack Around the World	6-12	1	6	4
Dungeons & Dragons	6-12	1	6	5
Toad Stool Lanterns - cancelled	6-12	1		
CHS Life Skills Visit - outreach onsite	9-12+	1	n/a	18
Remote Community Service	6-12	10	n/a	226
Teen Programming Summary		Sessions	Attended	
March 2026		25	377	
YTD 2026		81	1,146	
March 2025		13	406	
YTD 2025		39	863	

Comsewogue Public Library 2025/2026 Tax Receipts

COMSEWOGUE LIBRARY DISTRICT

	Town of Brookhaven Payment Date	Date \$ Received by CPL	Total \$ Remittance to CPL	Notes
1	12/24/2025	12/24/2025	\$65,967.32	
2	1/9/2026	1/9/2026	\$209,221.50	
3	1/21/2026	1/21/2026	\$740,757.22	
4	1/26/2026	1/26/2026	\$478,759.12	
5	2/2/2026	2/2/2026	\$246,919.07	
6	2/9/2026	2/9/2026	\$124,401.98	
7	2/17/2026	2/17/2026	\$67,855.62	
8	2/23/2026	2/23/2026	\$35,812.69	
9	3/2/2026	3/2/2026	\$20,733.66	
10	3/16/2026	3/16/2026	\$18,848.78	
11	3/30/2026	3/30/2026	\$15,079.03	
12	4/13/2026	4/13/2026	\$15,079.03	
13				
14				
15				
16				
17				
18				
19				
20				
21*				

TOTAL AMOUNT - TAXES TO BE RAISED:			\$3,319,002.00	
Total Payments From Town of Brk			\$2,039,435.02	
Interest Received*			0.00	
Remaining Balance - Uncollected Taxes			\$1,279,566.98	
Total Payments (including interest)			\$2,039,435.02	

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Comsewogue Public Library pens a new chapter for rescued rats ^{E-7}

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by Julianne Mosher - Apr 2, 2026



By Julianne Mosher

In an unconventional, yet heartwarming move, Comsewogue Public Library in Port Jefferson Station has become a temporary sanctuary for three rescued domesticated rats looking for a new home.

The trio, affectionately named “The Rat Pack” after Sammy Davis Jr., Dean Martin and Frank Sinatra, arrived at the library earlier this year as part of a massive rehoming effort that followed one of the country’s largest-known rat hoarding situations.

In January, a home in Rocky Point was condemned because of poor living conditions after nearly 700 domesticated rats were found inside. Frankie Florida, president of Strong Island Animal Rescue League, said that the homeowner started with four pet rats that began breeding rapidly over the course of a few months.

“This was a huge undertaking,” he said, noting that it took 11 weeks to clear the house of the pets, with some outsmarting the cages and traps.

But as of this week, Florida said that every single rat has been captured, safely, with the majority delivered to their new forever homes – mostly out of state.

“It’s been amazing,” he said. “They were sent across the country to wonderful, loving homes.”

Florida said, however, that about 30 are in foster care and still need to be adopted.

That's when the local library stepped up to help. Danielle Minard, the library's Adult Services & Outreach Librarian, spearheaded the initiative, seeing an opportunity to help not only the little critters, but educate and break the stigma about rats.

"We heard about the situation on the news like everyone else and we try to partner with nonprofits and other organizations whenever we can," said Minard. "We decided to provide a nice space for them and help them get ready for their adoption and forever home."

These white rats, often called Albino Fancy Rats, are intelligent, clean and affectionate domesticated rodents that make excellent pets, typically living between two and three years. They are highly social and must be kept in same-sex pairs or groups to avoid loneliness. They also require daily social interaction.

"They're big snugglers," Minard said. "We want to break the stigma against rats, allowing people to come over and see that they're pretty cute."

And the three already have a fan base. Minard said that when the boys were brought to the library in February, they started posting photos and videos of them on social media. They had a contest to name them, finally settling on "The Rat Pack."

"It's been a great experience," Minard said. "The community has been so overwhelmingly positive about it."

Minard added that the staff at the library have been having fun with them, too, and taking care of the rats has become an "unexpected team building."

"We have about 15 volunteers on staff who help take care of them," she said, adding that once a week they'll set up a maze for them to run, play and exercise.

Between their popularity on social media and through word of mouth, Sammy, Dean and Frank have become minor celebrities.

"There's been so much foot traffic" to visit The Rat Pack's cage which is located in the Adult Services Department, Minard said. "It's been a lot of new faces who come in regularly now to see them and say hello."

The trio are thought to be around 10 months old, making them still young for their lifespan. All three need to be adopted together since they have now formed a bond.

And while they may not be checking out books themselves, these furry residents are certainly proving that Comsewogue Public Library is always ready to turn a new page in community service, one tiny paw print at a time.



Sammy, Dean and Frank will be on site at the library until they're adopted to their forever home. If interested in adopting them, visit Strong Island Animal Rescue's website at strong-island-animal-rescue-league.myshopify.com or inquire at Comsewogue Public Library for more details.

The Library Bill of Rights

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

I. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.

II. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.

III. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.

IV. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.

V. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.

VI. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.

VII. All people, regardless of origin, age, background, or views, possess a right to privacy and confidentiality in their library use. Libraries should advocate for, educate about, and protect people's privacy, safeguarding all library use data, including personally identifiable information.

Adopted June 19, 1939, by the ALA Council; amended October 14, 1944; June 18, 1948; February 2, 1961; June 27, 1967; January 23, 1980; January 29, 2019.

Inclusion of "age" reaffirmed January 23, 1996.

Although the Articles of the Library Bill of Rights are unambiguous statements of basic principles that should govern the service of all libraries, questions do arise concerning application of these principles to specific library practices. See the documents designated by the Intellectual Freedom Committee as *Interpretations of the Library Bill of Rights*.

Core Values of Librarianship

The American Library Association's Core Values articulate the profession's principles and highest aspirations. They guide and unite library workers, including staff, volunteers, trustees, advocates, and others who contribute their talents, expertise, and dedication to furthering the library mission.

The Core Values uplift and support other foundational documents, the Library Bill of Rights, the Code of Ethics, and Libraries: An American Value. These foundational documents represent the common ground upon which we can build policies, make decisions, set goals, and prioritize actions to bring equitable library access to all users. The Core Values describe the rights we seek to protect and the ethical guidelines we look to for direction.

Our Core Values are for the people who make libraries work, not the buildings they reside in or the American Library Association itself. They declare a shared set of ideals and professionalism that unites and motivates library workers, volunteers, trustees, and advocates throughout the nation.

Access

Access provides opportunities for everyone in the community to obtain library resources and services with minimal disruption. Library workers create systems that ensure members of their community can freely access the information they need for learning, growth, and empowerment regardless of technology, format, or delivery methods.

Equity

Library workers play a crucial role in fostering equity by actively working to dismantle barriers and create spaces that are accessible, welcoming, and beneficial for all. This is accomplished by recognizing and addressing systemic barriers, biases, and inequalities to create inclusive library environments where everyone can benefit from the library's offerings and services.

Intellectual Freedom and Privacy

Intellectual freedom empowers people to think for themselves and to make informed decisions while respecting each individual's dignity and independence. Library workers encourage people to cultivate curiosity and form ideas by questioning the world and accessing information from diverse viewpoints and formats without restrictions or censorship. The right to privacy is a crucial safeguard to this freedom, ensuring everyone has the right to develop their thoughts and opinions free of surveillance.

Public Good

Public good is working to improve society and protect the rights to education, literacy, and intellectual freedom. Libraries are an essential public good and are fundamental institutions in democratic societies. Library workers provide the highest service levels to create informed, connected, educated, and empowered communities.

Sustainability

Sustainability means making choices that are good for the environment, make sense economically, and treat everyone equitably. Sustainable choices preserve physical and digital resources and keep services useful now and into the future. By supporting climate resiliency, library workers create thriving communities and care for our common good for a better tomorrow.¹

¹ "ALA Task Force on United Nations 2030 Sustainable Development Goals," ALA, accessed November 28, 2023, <https://www.ala.org/aboutala/ala-task-force-united-nations-2030-sustainable-development-goals>.

Libraries: An American Value

Libraries in America are cornerstones of the communities they serve. Free access to the books, ideas, resources, and information in America's libraries is imperative for education, employment, enjoyment, and self-government.

Libraries are a legacy to each generation, offering the heritage of the past and the promise of the future. To ensure that libraries flourish and have the freedom to promote and protect the public good in the 21st century, we believe certain principles must be guaranteed.

To that end, we affirm this contract with the people we serve:

We defend the constitutional rights of all individuals, including children and teenagers, to use the library's resources and services;

We value our nation's diversity and strive to reflect that diversity by providing a full spectrum of resources and services to the communities we serve;

We affirm the responsibility and the right of all parents and guardians to guide their own children's use of the library and its resources and services;

We connect people and ideas by helping each person select from and effectively use the library's resources;

We protect each individual's privacy and confidentiality in the use of library resources and services;

We protect the rights of individuals to express their opinions about library resources and services;

We celebrate and preserve our democratic society by making available the widest possible range of viewpoints, opinions and ideas, so that all individuals have the opportunity to become lifelong learners - informed, literate, educated, and culturally enriched.

Change is constant, but these principles transcend change and endure in a dynamic technological, social, and political environment.

By embracing these principles, libraries in the United States can contribute to a future that values and protects freedom of speech in a world that celebrates both our similarities and our differences, respects individuals and their beliefs, and holds all persons truly equal and free.

Adopted February 3, 1999, by the Council of the American Library Association

G

COMSEWOGUE PUBLIC LIBRARY

BALANCE SHEET - CASH BASIS

As of February 28, 2026

ASSETS	
Current Assets	
Checking/Savings	
1101 · Credit Card Bank Acct-Peoples	50.00
1102 · Checking Account	9,912.02
1106 · Cash on Hand Fund	350.00
1109 · Savings Account	2,001,169.97
1110 · Savings-Capital Improvements	932,926.11
1114 · Savings-Termination Pay	230,493.31
1115 · Checking-Termination	0.00
1121 · Petty Cash Fund	150.00
1122 · Cash Register Fund	210.00
1123 · Copier/Printer Fund	150.00
1145 · UNDEPOSITED FUND	0.00
Total Checking/Savings	3,175,411.41
Other Current Assets	
1150 · ACCOUNTS RECEIVABLE - YEAR END	0.00
1152 · PREPAID PROGRAM EXPENSE	0.00
1153 · PATRON ACCOUNTS-DISC TICKETS	35,476.69
1154 · PREPAID EXPENSES	1,710.00
Total Other Current Assets	37,186.69
Total Current Assets	3,212,598.10
Fixed Assets	
1200 · CAPITAL ASSET - LAND	230,613.00
1210 · CAPITAL ASSET - BLDG AND IMPROVEMENTS	8,564,135.00
1230 · CAPITAL ASSET - FURNITURE AND EQUIPMENT	1,102,496.00
1240 · CAPITAL ASSET - BOOKS AND MATERIALS	2,699,565.00
1300 · ACCUMULATE DEPRECIATION	
1310 · BUILDING AND IMPROVEMENTS	-4,925,821.00
1330 · FURNITURE AND EQUIPMENT	-890,637.00
1340 · BOOKS AND MATERIALS	-2,356,651.00
Total 1300 ACCUMULATE DEPRECIATION	-8,173,109.00
Total Fixed Assets	4,423,700.00
TOTAL ASSETS	7,636,298.10
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2173 · Accrued Payroll	0.00
2180 · FICA-Payable	0.00
2182 · NYS Withholding	0.00
2185 · Employee Ins - enrollee contrib	5,955.35
2186 · Retirement	4,143.08
2187 · AFLAC - Cancer Care	206.64
2188 · AFLAC - Accident Ins	106.80
2189 · AFLAC - Personal Sickness Ind.	0.00
2190 · AFLAC - Short Term Disability	248.04
2191 · Reserve for Encumbrances	38,926.81
2194 · Aflac - Hospital	38.76
2196 · Life Insurance Payable	0.00
Total Other Current Liabilities	49,625.48
Total Current Liabilities	49,625.48
Total Liabilities	49,625.48
Equity	
2200 · General Fund Balance	3,073,948.16
2201 · Capital Improvement Fund	933,161.71
2202 · Termination Payment Fund	417,809.50
2203 · Capital Asset Fund	4,423,700.00
Net Income	-1,261,946.75
Total Equity	7,586,672.62
TOTAL LIABILITIES & EQUITY	7,636,298.10

COMSEWOGUE PUBLIC LIBRARY

STATEMENT OF REVENUE

For the Period Ending February 28, 2026

	<u>February 2026</u>	<u>July 2025 - February 2026</u>
Revenue		
3301 · Tax Revenues	474,989.36	1,969,694.52
3302 · Fines	31.75	1,012.66
3304 · Interest Earned	6,200.81	60,134.13
3305 · Unclassified rev.-Copies	1,451.10	6,670.61
3306 · Unclassified rev.-Books	54.18	3,236.12
3307 · Unclassified rev.-Other	5.70	32.02
3309 · Video Books	0.00	0.00
3308 · State Aid	0.00	0.00
3310 · Grants Received	0.00	0.00
3311 · Miscellaneous Income	612.82	7,890.56
3312 · Local Sponsor Aid	0.00	6,703.20
3313 · PILOT Revenue	25,837.03	25,837.03
3316 · Refund Excess Mortgage	0.00	0.00
3318 · Services - Miller Place	0.00	806,062.56
3319 · Services - Mount Sinai	0.00	701,065.52
Total Revenue	<u>509,182.75</u>	<u>3,588,338.93</u>

COMSEWOGUE PUBLIC LIBRARY

EXPENSES BUDGET VS ACTUAL

For the Period Ending February 28 2026

Expense	<u>ACTUAL</u>		Budget	\$ Over Budget
	February	July 2025 - February 2026		
4401 · Computer Supplies	1,220.89	8,126.27	15,000.00	-6,873.73
4402 · Computer Equipment/Parts	470.15	3,829.25	28,000.00	-24,170.75
4403 · Furniture & Equipment	434.52	14,035.10	40,500.00	-26,464.90
4404 · Salaries-Professional	161,103.94	1,656,059.19	2,377,288.59	-721,229.40
4405 · Salaries-Clerical	56,239.89	540,666.52	836,466.29	-295,799.77
4406 · Salaries-Custodial	7,448.26	57,797.47	104,200.00	-46,402.53
4407 · Salaries-Guard	2,614.51	21,198.29	31,924.00	-10,725.71
4410 · Library Books	5,489.01	47,411.98	112,500.00	-65,088.02
4412 · Audio Video	793.23	8,846.01	18,300.00	-9,453.99
4413 · Periodicals	84.00	10,154.07	13,500.00	-3,345.93
4414 · Computer Software	0.00	8,487.49	16,500.00	-8,012.51
4415 · Electronic Data Base	201,205.18	260,804.22	250,000.00	10,804.22
4417 · OTHER THINGS LENDING	66.00	15,780.92	25,000.00	-9,219.08
4420 · Library Programs	0.00	0.00	0.00	0.00
4421 · Program Contractors	0.00	0.00	0.00	0.00
4421A · Adult	4,116.34	37,313.99	64,500.00	-27,186.01
4421B · Children/Teen	3,571.00	44,716.90	82,500.00	-37,783.10
4422 · Program Supplies	0.00	0.00	0.00	0.00
4422A · Adult	5,254.51	9,123.38	10,300.00	-1,176.62
4422B · Children/Teen	1,549.24	11,677.43	24,300.00	-12,622.57
4428 · Conferences	234.70	7,260.13	14,500.00	-7,239.87
4429 · Circulation	265.69	52,316.65	60,000.00	-7,683.35
4430 · Office & Library Supplies	665.15	7,961.93	17,500.00	-9,538.07
4431 · Telecommunications	937.81	7,338.52	11,600.00	-4,261.48
4432 · Cartage	301.65	2,413.20	3,500.00	-1,086.80
4433 · Postage	10.48	8,507.93	14,800.00	-6,292.07
4434 · Publicity and Printing	0.00	30,001.22	61,500.00	-31,498.78
4435 · Annual Election	16.69	1,109.69	4,450.00	-3,340.31
4436 · SCLS Contract Fee	0.00	65,310.00	65,307.00	3.00
4437 · Accounting and Legal	1,500.89	77,686.47	92,000.00	-14,313.53
4438 · Membership Dues	0.00	1,380.00	3,300.00	-1,920.00
4439 · Equipment/Blding Maint & Repair	7,459.51	269,272.76	219,325.00	49,947.76
4440 · Snow Removal	7,850.00	7,850.00	15,000.00	-7,150.00
4441 · Building Security	16,636.73	54,411.99	85,600.00	-31,188.01
4450 · Utilities	9,191.54	72,556.14	118,000.00	-45,443.86
4451 · Custodial Supplies	1,387.87	9,271.32	16,200.00	-6,928.68
4453 · Employees Assistance Program	0.00	3,175.50	3,200.00	-24.50
4454 · Insurance - Library	0.00	71,732.24	70,500.00	1,232.24
4456 · Rental Expenses	2,208.31	14,868.98	20,500.00	-5,631.02
4471 · Workers Compensation Insurance	(257.00)	20,658.00	24,175.00	-3,517.00
4472 · Life Insurance	0.00	3,443.91	5,880.00	-2,436.09
4473 · Dental Insurance	(128.46)	16,439.82	31,650.00	-15,210.18
4474 · VISION INS	0.00	3,360.74	4,000.00	-639.26
4476 · 9020.8 Retirement Expense	0.00	493,690.00	468,182.00	25,508.00
4477 · 9030.8 Social Security Expense	16,914.06	160,655.56	237,805.00	-77,149.44
4478 · Unemployment Insurance	0.00	186.08	1,000.00	-813.92
4479 · 9060.8 Health Insurance	78,884.42	631,398.42	986,639.00	-355,240.58
4480 · Sunday Opening	0.00	0.00	0.00	0.00
4485 · Capital Improvement Allocation	0.00	0.00	300,000.00	-300,000.00
66900 · Reconciliation Discrepancies	0.00	0.00	0.00	0.00
Total Expense	595,740.71	4,850,285.68	7,006,891.88	-2,156,606.20

Comsewogue Public Library - General Fund Cash Flow Statement 2025-2026

Revenue/Receipts	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Total
Real Property Taxes						65,967.32	1,428,737.84	474,989.36					
PILOT								25,837.03					
Library Service Contracts							1,507,128.08						
Grants													
State Aid													
Local Aid		6,703.20											
All Other	12,866.13	12,727.07	9,299.55	8,744.87	6,707.73	6,584.82	13,689.57	8,356.36					
Total Receipts	12,866.13	19,430.27	9,299.55	8,744.87	6,707.73	72,552.14	2,949,555.49	509,182.75					
Disbursement/Payments	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Total
Payrolls	240,496.05	253,001.59	245,390.95	247,443.95	247,011.01	392,773.46	423,145.15	227,406.60					
Employee Benefits	70,703.03	80,009.04	76,548.40	94,759.87	78,116.15	79,734.39	99,662.66	78,884.42					
Debt Service													
All Other	180,171.78	135,064.46	108,690.94	229,998.40	95,664.69	110,759.05	770,066.16	289,449.69					
Total Disbursements	491,370.86	468,075.09	430,630.29	572,202.22	420,791.85	583,266.90	1,292,873.97	595,740.71					
Cash Balance Changes	(478,504.73)	(448,644.82)	(421,330.74)	(563,457.35)	(414,084.12)	(510,714.76)	1,656,681.52	(86,557.96)					
Total Adjustments	(208,537.44)	5,157.19	(13,213.11)	692.10	811.92	2,542.82	(1,012.42)	2,172.61					
Closing Cash Balance	3,966,368.53	3,522,880.90	3,088,337.05	2,525,571.80	2,112,299.60	1,604,127.66	3,259,796.76	3,175,411.41					
Beg. Cash Balance 7/1/25	4,653,410.70												
													Ending Cash Balance 06/30/2026
													0.00

2025-2026 Library Budget 6,786,259.00

July 2025 - 1st payroll accrued to FYE 24/25
 July 2025 & December 2025 - 3 Payrolls
 Medicare reimbursements paid quarterly (January/April/July/October)

COMSEWOGUE PUBLIC LIBRARY

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WARRANT DETAIL REPORT - 04/26/01

April 21, 2026

DATE	NUM	NAME	ACCOUNT	DEBIT
04/21/2026	29149	A Time For Kids, Inc.	1102 Checking Account	
			4421B Library Programs:Program	\$160.00
			Contractors:Children/Teen	
				\$160.00
04/21/2026	29150	Ace Hardware	1102 Checking Account	
			4439 Equipment/Blding Maint & Repair	\$105.23
				\$105.23
04/21/2026	29151	Adamko, Patricia	1102 Checking Account	
			4479 9060.8 Health Insurance	\$608.70
				\$608.70
04/21/2026	29152	Adamko, Walter	1102 Checking Account	
			4479 9060.8 Health Insurance	\$608.70
				\$608.70
04/21/2026	29153	Amazon Capital Services	1102 Checking Account	
			4422B Library Programs:Program	\$341.34
			Supplies:Children/Teen	
			4422A Library Programs:Program Supplies:Adult	\$337.56
			4430 Office & Library Supplies	\$200.65
			4417 OTHER THINGS LENDING	\$86.94
				\$966.49
04/21/2026	29154	American Express	1102 Checking Account	
			4428 Conferences	\$942.54
			4415 Electronic Data Base	\$16.00
			4422A Library Programs:Program Supplies:Adult	\$619.57
			4422B Library Programs:Program	\$173.92
			Supplies:Children/Teen	
			4433 Postage	\$11.95
			4439 Equipment/Blding Maint & Repair	\$152.60
				\$1,916.58
04/21/2026	29155	Arrayscape Gaming, Inc	1102 Checking Account	
			4421B Library Programs:Program	\$350.00
			Contractors:Children/Teen	
				\$350.00
04/21/2026	29156	Arrow Steel Window Corp	1102 Checking Account	
			4439 Equipment/Blding Maint & Repair	\$15,867.00
				\$15,867.00
04/21/2026	29157	B&H Photo-Video	1102 Checking Account	

COMSEWOGUE PUBLIC LIBRARY

WARRANT DETAIL REPORT - 04/26/01

April 21, 2026

DATE	NUM	NAME	ACCOUNT	DEBIT
			4401 Computer Supplies	\$593.25
				\$593.25
04/21/2026	29158	Brodart Company	1102 Checking Account	
			4410 Library Books	\$5,255.66
			4410 Library Books	\$1,534.58
			4422A Library Programs:Program Supplies:Adult	\$43.31
			4422B Library Programs:Program Supplies:Children/Teen	\$87.40
				\$6,920.95
04/21/2026	29159	Chicago Distribution Center	1102 Checking Account	
			4430 Office & Library Supplies	\$33.70
				\$33.70
04/21/2026	29160	Citrano, Lindsay	1102 Checking Account	
			4421A Library Programs:Program Contractors:Adult	\$250.00
				\$250.00
04/21/2026	29161	Cornell Cooperative Extension, Suffolk Co	1102 Checking Account	
			4421B Library Programs:Program Contractors:Children/Teen	\$1,185.00
				\$1,185.00
04/21/2026	29162	Corso, Judith	1102 Checking Account	
			4479 9060.8 Health Insurance	\$852.30
				\$852.30
04/21/2026	29163	Create Programs	1102 Checking Account	
			4421B Library Programs:Program Contractors:Children/Teen	\$325.00
				\$325.00
04/21/2026	29164	DeFigueiredo, Anna	1102 Checking Account	
			4479 9060.8 Health Insurance	\$608.70
				\$608.70
04/21/2026	29165	Denner, Donna	1102 Checking Account	
			4479 9060.8 Health Insurance	\$608.70
				\$608.70
04/21/2026	29166	DeRosalia, Angela	1102 Checking Account	
			4479 9060.8 Health Insurance	\$608.70
				\$608.70

COMSEWOGUE PUBLIC LIBRARY

WARRANT DETAIL REPORT - 04/26/01

April 21, 2026

DATE	NUM	NAME	ACCOUNT	DEBIT
04/21/2026	29167	DiPrima, Nicole E.	1102 Checking Account 4421B Library Programs:Program Contractors:Children/Teen	\$200.00 \$200.00
04/21/2026	29168	Discount School Supply	1102 Checking Account 4422B Library Programs:Program Supplies:Children/Teen	\$35.26 \$35.26
04/21/2026	29169	Drum Industrial Sales Corp.	1102 Checking Account 4451 Custodial Supplies	\$748.14 \$748.14
04/21/2026	29170	Eickwort, Patricia	1102 Checking Account 4428 Conferences	\$56.55 \$56.55
04/21/2026	29171	Fazio, Carol	1102 Checking Account 4435 Annual Election	\$212.50 \$212.50
04/21/2026	29172	Forkin, Donna	1102 Checking Account 4479 9060.8 Health Insurance	\$608.70 \$608.70
04/21/2026	29173	Forkin, James	1102 Checking Account 4479 9060.8 Health Insurance	\$608.70 \$608.70
04/21/2026	29174	Frank, Almira	1102 Checking Account 4428 Conferences	\$70.31 \$70.31
04/21/2026	29175	Diana Frohman	1102 Checking Account 4421B Library Programs:Program Contractors:Children/Teen	\$500.00 \$500.00
04/21/2026	29176	Giaquinto and Company	1102 Checking Account 4437 Accounting and Legal	\$8,250.00 \$8,250.00
04/21/2026	29177	Gilmore, Barbara	1102 Checking Account 4479 9060.8 Health Insurance	\$608.70

COMSEWOGUE PUBLIC LIBRARY

WARRANT DETAIL REPORT - 04/26/01

April 21, 2026

DATE	NUM	NAME	ACCOUNT	DEBIT
				\$608.70
04/21/2026	29178	Gilmore, Frederick	1102 Checking Account	
			4479 9060.8 Health Insurance	\$608.70
				\$608.70
04/21/2026	29179	Glass Art Studios	1102 Checking Account	
			4421A Library Programs:Program Contractors:Adult	\$1,440.00
				\$1,440.00
04/21/2026	29180	Gleaves, Donald	1102 Checking Account	
			4435 Annual Election	\$212.50
				\$212.50
04/21/2026	29181	Gleaves, Donna	1102 Checking Account	
			4435 Annual Election	\$219.75
				\$219.75
04/21/2026	29182	Gomer, Regina	1102 Checking Account	
			4479 9060.8 Health Insurance	\$608.70
				\$608.70
04/21/2026	29183	GovConnection, Inc.	1102 Checking Account	
			4401 Computer Supplies	\$1,715.00
				\$1,715.00
04/21/2026	29184	GranPrints	1102 Checking Account	
			4430 Office & Library Supplies	\$204.00
				\$204.00
04/21/2026	29185	Guardian	1102 Checking Account	
			4472 Life Insurance	\$973.08
			4473 Dental Insurance	\$5,106.96
			4474 VISION INS	\$669.70
			2185 Employee Ins - enrollee contrib	\$109.70
				\$6,859.44
04/21/2026	29186	Gutmann, Sarah	1102 Checking Account	
			4421A Library Programs:Program Contractors:Adult	\$200.00
				\$200.00
04/21/2026	29187	Hall, Dianne	1102 Checking Account	
			4479 9060.8 Health Insurance	\$608.70
				\$608.70

COMSEWOGUE PUBLIC LIBRARY

WARRANT DETAIL REPORT - 04/26/01

April 21, 2026

DATE	NUM	NAME	ACCOUNT	DEBIT
04/21/2026	29188	Hall, Erik	1102 Checking Account 4479 9060.8 Health Insurance	 \$608.70 \$608.70
04/21/2026	29189	Heckscher Museum	1102 Checking Account 4417 OTHER THINGS LENDING	 \$250.00 \$250.00
04/21/2026	29190	HomeStyle Landscaping & Design, Inc	1102 Checking Account 4439 Equipment/Blding Maint & Repair 4440 Snow Removal	 \$2,065.00 \$14,900.00 \$16,965.00
04/21/2026	29191	Ingram Library Services	1102 Checking Account 4410 Library Books	 \$38.68 \$38.68
04/21/2026	29192	lovino, Maria	1102 Checking Account 4479 9060.8 Health Insurance	 \$608.70 \$608.70
04/21/2026	29193	lovino, Daniel	1102 Checking Account 4479 9060.8 Health Insurance	 \$608.70 \$608.70
04/21/2026	29194	Jaffe, Karen	1102 Checking Account 4479 9060.8 Health Insurance	 \$1,582.50 \$1,582.50
04/21/2026	29195	JK Tech Solutions, Inc DBA Sharper Traini	1102 Checking Account 4421A Library Programs:Program Contractors:Adult	 \$880.00 \$880.00
04/21/2026	29196	Kidnastics, Inc.	1102 Checking Account 4421B Library Programs:Program Contractors:Children/Teen	 \$575.00 \$575.00
04/21/2026	29197	King, George	1102 Checking Account 4479 9060.8 Health Insurance	 \$608.70 \$608.70
04/21/2026	29198	King, Katherine	1102 Checking Account 4479 9060.8 Health Insurance	 \$608.70 \$608.70

COMSEWOGUE PUBLIC LIBRARY

WARRANT DETAIL REPORT - 04/26/01

April 21, 2026

DATE	NUM	NAME	ACCOUNT	DEBIT
04/21/2026	29199	Koch Tree Services, Inc.	1102 Checking Account 4439 Equipment/Blding Maint & Repair	\$245.00 \$245.00
04/21/2026	29200	Kone	1102 Checking Account 4439 Equipment/Blding Maint & Repair	\$3,394.02 \$3,394.02
04/21/2026	29201	Letter Perfect Graphics	1102 Checking Account 4439 Equipment/Blding Maint & Repair	\$185.00 \$185.00
04/21/2026	29202	Lil Athletes Sports Inc	1102 Checking Account 4421B Library Programs:Program Contractors:Children/Teen	\$256.00 \$256.00
04/21/2026	29203	Long Island Cylinder Record Company	1102 Checking Account 4421A Library Programs:Program Contractors:Adult	\$325.00 \$325.00
04/21/2026	29204	Long Island Music & Entertainment Hall of Fame	1102 Checking Account 4417 OTHER THINGS LENDING	\$750.00 \$750.00
04/21/2026	29205	Lunarola, Michele	1102 Checking Account 4428 Conferences	\$20.00 \$20.00
04/21/2026	29206	Majestic Mud Handmade Pottery LLC	1102 Checking Account 4421A Library Programs:Program Contractors:Adult	\$320.00 \$320.00
04/21/2026	29207	MCJ Cleaning Services	1102 Checking Account 4439 Equipment/Blding Maint & Repair	\$3,800.00 \$3,800.00
04/21/2026	29208	McLean, Gil	1102 Checking Account 4421A Library Programs:Program Contractors:Adult	\$300.00 \$300.00
04/21/2026	29209	Metropolitan Data Solutions Management Co	1102 Checking Account	

COMSEWOGUE PUBLIC LIBRARY

WARRANT DETAIL REPORT - 04/26/01

April 21, 2026

DATE	NUM	NAME	ACCOUNT	DEBIT
			4429 Circulation	\$1,744.80
				\$1,744.80
04/21/2026	29210	Midwest Tape	1102 Checking Account	
			4412 Audio Video	\$1,288.76
			4415 Electronic Data Base	\$2,674.84
				\$3,963.60
04/21/2026	29211	Mobile Beacon	1102 Checking Account	
			4417 OTHER THINGS LENDING	\$64.99
				\$64.99
04/21/2026	29212	Montauk Lighthouse Museum	1102 Checking Account	
			4417 OTHER THINGS LENDING	\$750.00
				\$750.00
04/21/2026	29213	Morton, Linda A.	1102 Checking Account	
			4421A Library Programs:Program Contractors:Adult	\$300.00
				\$300.00
04/21/2026	29214	My Gym Children's Fitness	1102 Checking Account	
			4421B Library Programs:Program Contractors:Children/Teen	\$150.00
				\$150.00
04/21/2026	29215	NCLA / LILC	1102 Checking Account	
			4428 Conferences	\$280.00
				\$280.00
04/21/2026	29216	New York Times	1102 Checking Account	
			4413 Periodicals	\$120.00
				\$120.00
04/21/2026	29217	New York Times	1102 Checking Account	
			4413 Periodicals	\$48.00
				\$48.00
04/21/2026	29218	NYS Employees' Health Ins Pending Account	1102 Checking Account	
			4479 9060.8 Health Insurance	\$79,657.78
			2185 Employee Ins - enrollee contrib	\$6,147.87
				\$85,805.65
04/21/2026	29219	O'Connell, Carol	1102 Checking Account	
			4479 9060.8 Health Insurance	\$1,947.60

COMSEWOGUE PUBLIC LIBRARY

WARRANT DETAIL REPORT - 04/26/01

April 21, 2026

DATE	NUM	NAME	ACCOUNT	DEBIT
				\$1,947.60
04/21/2026	29220	OfficeSupply.com	1102 Checking Account 4451 Custodial Supplies	\$378.40 \$378.40
04/21/2026	29221	O'Neil, Mary Ellen	1102 Checking Account 4479 9060.8 Health Insurance	\$608.70 \$608.70
04/21/2026	29222	Pantorno, Brandon	1102 Checking Account 4479 9060.8 Health Insurance	\$1,217.40 \$1,217.40
04/21/2026	29223	Parker-Morales, Christine	1102 Checking Account 4428 Conferences	\$55.83 \$55.83
04/21/2026	29224	PBXstore Inc	1102 Checking Account 4431 Telecommunications	\$521.68 \$521.68
04/21/2026	29225	PEAC Solutions	1102 Checking Account 4456 Rental Expenses	\$1,484.00 \$1,484.00
04/21/2026	29226	Polzella, Michael	1102 Checking Account 4428 Conferences	\$70.31 \$70.31
04/21/2026	29227	Popielaski, Joan	1102 Checking Account 4479 9060.8 Health Insurance	\$608.70 \$608.70
04/21/2026	29228	Poulos, Lisa	1102 Checking Account 4435 Annual Election	\$212.50 \$212.50
04/21/2026	29229	Procrastibaking By P Inc	1102 Checking Account 4421B Library Programs:Program Contractors:Children/Teen	\$864.00 \$864.00
04/21/2026	29230	Quigley, Deborah A.	1102 Checking Account 4421A Library Programs:Program Contractors:Adult	\$300.00

COMSEWOGUE PUBLIC LIBRARY

WARRANT DETAIL REPORT - 04/26/01

April 21, 2026

DATE	NUM	NAME	ACCOUNT	DEBIT
				\$300.00
04/21/2026	29231	R.C. Gluck Associates LLC	1102 Checking Account	
			4421A Library Programs:Program Contractors:Adult	\$130.00
				\$130.00
04/21/2026	29232	Roeder, Kathy	1102 Checking Account	
			4421B Library Programs:Program Contractors:Children/Teen	\$260.00
				\$260.00
04/21/2026	29233	Rotorpro	1102 Checking Account	
			4439 Equipment/Blding Maint & Repair	\$725.00
				\$725.00
04/21/2026	29234	Royal Princess Prep Party Company	1102 Checking Account	
			4421B Library Programs:Program Contractors:Children/Teen	\$750.00
				\$750.00
04/21/2026	29235	Sagtikos Manor Historical Society	1102 Checking Account	
			4417 OTHER THINGS LENDING	\$75.00
				\$75.00
04/21/2026	29236	SAV-ON Printing	1102 Checking Account	
			4434 Publicity and Printing	\$156.00
			4430 Office & Library Supplies	\$220.00
				\$376.00
04/21/2026	29237	SCLS - PALS	1102 Checking Account	
			4429 Circulation	\$8,466.93
				\$8,466.93
04/21/2026	29238	Scott, Robert G.	1102 Checking Account	
			4421A Library Programs:Program Contractors:Adult	\$840.00
			4421B Library Programs:Program Contractors:Children/Teen	\$2,100.00
				\$2,940.00
04/21/2026	29239	Securitas Security Serv. USA	1102 Checking Account	
			4441 Building Security	\$6,520.00
				\$6,520.00
04/21/2026	29240	Sessa, Sheryl	1102 Checking Account	
			4479 9060.8 Health Insurance	\$1,582.50

COMSEWOGUE PUBLIC LIBRARY

WARRANT DETAIL REPORT - 04/26/01

April 21, 2026

DATE	NUM	NAME	ACCOUNT	DEBIT
				\$1,582.50
04/21/2026	29241	Sparling, Nicole Summers	1102 Checking Account	
			4421B Library Programs:Program Contractors:Children/Teen	\$325.00
				\$325.00
04/21/2026	29242	Spena, Catherine	1102 Checking Account	
			4428 Conferences	\$20.00
				\$20.00
04/21/2026	29243	Staples Business Credit	1102 Checking Account	
			4430 Office & Library Supplies	\$221.47
			4422A Library Programs:Program Supplies:Adult	\$29.48
			4422B Library Programs:Program Supplies:Children/Teen	\$134.90
				\$385.85
04/21/2026	29244	Stericycle, Inc	1102 Checking Account	
			4421A Library Programs:Program Contractors:Adult	\$220.00
				\$220.00
04/21/2026	29245	Suffolk Cooperative Library System	1102 Checking Account	
			1153 PATRON ACCOUNTS-DISC TICKETS	\$20,400.00
			4410 Library Books	\$313.38
			4412 Audio Video	\$1,155.59
			4422B Library Programs:Program Supplies:Children/Teen	\$1,675.00
			4429 Circulation	\$77.14
				\$23,621.11
04/21/2026	29246	Theresa's Programs LLC	1102 Checking Account	
			4421A Library Programs:Program Contractors:Adult	\$675.00
				\$675.00
04/21/2026	29247	Thomas Klise/Crimson Multimedia	1102 Checking Account	
			4412 Audio Video	\$125.32
				\$125.32
04/21/2026	29248	Times Beacon Record Newspapers	1102 Checking Account	
			4435 Annual Election	\$1,672.98
				\$1,672.98
04/21/2026	29249	Travelingartprograms LLC	1102 Checking Account	
			4421A Library Programs:Program Contractors:Adult	\$700.00

COMSEWOGUE PUBLIC LIBRARY

WARRANT DETAIL REPORT - 04/26/01

April 21, 2026

DATE	NUM	NAME	ACCOUNT	DEBIT
				\$700.00
04/21/2026	29250	ULINE	1102 Checking Account 4403 Furniture & Equipment	\$967.18 \$967.18
04/21/2026	29251	Unique Management Services, Inc.	1102 Checking Account 4429 Circulation	\$337.85 \$337.85
04/21/2026	29252	W.B. Mason Co., Inc.	1102 Checking Account 4430 Office & Library Supplies	\$565.50 \$565.50
04/21/2026	29253	Walt Whitman Birthplace Museum	1102 Checking Account 4417 OTHER THINGS LENDING	\$175.00 \$175.00
04/21/2026	29254	Washburn, Elizabeth	1102 Checking Account 4479 9060.8 Health Insurance	\$608.70 \$608.70
04/21/2026	29255	Washburn, John	1102 Checking Account 4479 9060.8 Health Insurance	\$608.70 \$608.70
04/21/2026	29256	Waterdrinker LLC	1102 Checking Account 4417 OTHER THINGS LENDING	\$1,100.00 \$1,100.00
04/21/2026	29257	Winters Bros. Hauling of LI, LLC	1102 Checking Account 4432 Cartage	\$301.65 \$301.65
TOTAL				\$245,805.78

COMSEWOGUE PUBLIC LIBRARY

03/26/2026 Payroll
Check Register

WARRANT DETAIL REPORT

March 26, 2026

DATE	NUM	NAME	ACCOUNT	DEBIT
03/26/2026	29140	Equitable Financial	1102 Checking Account 2184 Annuity	\$3,752.00 \$3,752.00
03/26/2026	29141	PSEGLI	1102 Checking Account 4450 Utilities	\$4,610.54 \$4,610.54
03/26/2026	29142	Suffolk County Water Authority	1102 Checking Account 4450 Utilities	\$196.25 \$196.25
TOTAL				\$8,558.79

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MAR 25 2026

03/26/2026 ACH Debit Report

Deferred Compensation Plan	\$1,599.75
New York Life	\$439.34
TOTAL	\$2,039.09

03/26/2026 Payroll Warrant

Check Register Total	\$8,558.79
ACH Debit Total	\$2,039.09
Accu Data Payroll (includes \$620.92 Accudata Invoice)	\$116,982.66
TOTAL	\$127,580.54

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04/09/2026 Payroll
Check Register

COMSEWOGUE PUBLIC LIBRARY

WARRANT DETAIL REPORT

April 9, 2026

DATE	NUM	NAME	ACCOUNT	DEBIT
04/09/2026	29143	Aflac	1102 Checking Account	
			2188 AFLAC - Accident Ins	\$106.80
			2187 AFLAC - Cancer Care	\$206.64
			2190 AFLAC - Short Term Disability	\$248.04
			2194 Aflac - Hospital	\$38.76
				\$600.24
04/09/2026	29144	Equitable Financial	1102 Checking Account	
			2184 Annuity	\$3,752.00
				\$3,752.00
04/09/2026	29145	National Grid	1102 Checking Account	
			4450 Utilities	\$4,557.10
				\$4,557.10
04/09/2026	29146	NYS Employees Retirement System	1102 Checking Account	
			2186 Retirement	\$3,927.53
			2186 Retirement	\$304.00
				\$4,231.53
04/09/2026	29147	Optimum	1102 Checking Account	
			4431 Telecommunications	\$245.00
				\$245.00
04/09/2026	29148	Optimum	1102 Checking Account	
			4431 Telecommunications	\$182.99
				\$182.99
TOTAL				\$13,568.86

05

04/09/2026 ACH Debit Report

Deferred Compensation Plan	\$1,603.34
TOTAL	\$1,603.34

04/09/2026 Payroll Warrant

Check Register Total	\$13,568.86
ACH Debit Total	\$1,603.34
Accu Data Payroll (includes \$595.92 Accudata Invoice)	\$110,477.44
TOTAL	\$125,649.64

Results of Annual Library Budget Vote Trustee Election

K-1

Library Budget Vote

	2026/2027	2025/2026	2024/2025	2023/2024	2022/23	
tax rate change (per 100):	+.29	+.31	+.30	+.32	+.27	
Budget (walk-in)						
<i>Yes</i>	87	55	43	50	80	
<i>No</i>	8	7	2	3	3	
<i>blank</i>	0	0	0	0	0	
<i>void</i>	3	7	0	0	0	
total walk-in/budget:	98	69	45	53	83	
Absentee Ballots						
Total mailed	364	400	365	411	411	
Total returned (voted)	58	65	83	69	86	
<i>Yes</i>	43	42	60	54	61	
<i>No</i>	15	23	22	17	25	
<i>blank</i>	0	0	1	1		
<i>void</i>	0	0	0	0		
total absentee/budget:	58	65	83	72	86	
TOTAL Budget Vote						
<i>Yes</i>	130	97	103	104	141	
<i>No</i>	23	30	24	20	28	
<i>blank</i>	0	0	1	1	0	
<i>void</i>	3	7	0	0	0	
TOTAL VOTES - BUDGET:	156	134	128	125	169	
Trustee Election						
	2026/2027	2025/2026	2024/2025	2023/2024	2022/2023	
Trustee (walk-in)	C. McCrary	J. Nickeson	C. DeStefano	J. Rossini	K. Spence	L. Olson
<i>Yes</i>	24	65	59	42	44	78
<i>Write-in</i>	0		0	1	2	2
<i>blank</i>	4		3	2	0	4
<i>void</i>	5		7	0	0	
total walk-in/trustee:	98		69	45	46	84
Absentee Ballots						
<i>Yes</i>	20	33	63	80	60	82
<i>Write-in</i>	1		0	0	1	
<i>blank</i>	0		2	3	11	3
<i>void</i>	4		0	0	0	
total absentee/trustee:	58		65	83	72	85
TOTAL Trustee Election						
<i>Yes</i>	44	98	122	122	104	160
<i>Write-in</i>	1		0	1	3	2
<i>blank</i>	4		5	5	11	7
<i>void</i>	9		7	0	0	0
TOTAL VOTES - TRUSTEE:	156	134	128	118	169	

Comsewogue Public Library
Capital Improvement Projects
Fund Transfer & 2025/26 Budget Increase

April 21, 2026

As per Board Motion on 3/18/25, the Window Replacement Project (Phase 1) - South Elevation was awarded to Arrow Steel Window, for the Quote amount of \$195,340. This project is not to exceed \$195,340 and is to be funded by the Capital Improvement Fund assignment and will increase the 2025-2026 operating budget by the same amount.

Project closed out at \$165,340 (\$30,000 under budget)

<i>From:</i>	<u>Amount</u>	<i>To:</i>	<u>Amount</u>
Capital Imp Fund account	\$88,840.00	General Operating account (4439) Equipment/Building Maintenance	\$88,840.00
NYS Construction Grant*	\$76,500.00	NYS Construction Grant*	\$76,500.00
		(*received to date (Grant total - \$85,000) - deposited in General Operating Account (4439))	
<u>Total project cost:</u>	\$165,340.00	<u>Total Project Cost/Increase to Budget:</u>	\$165,340.00
<u>Total transfer out:</u>	\$88,840.00	<u>Total transfers in:</u>	\$88,840.00

*The remaining balance of \$8,500 is expected to be received in the near future since the project is closed out. \$8,500 will be deposited to the Library's Capital Improvement Fund once received.

**Comsewogue Public Library
Annual Report Statistics**

	<i>Question #</i>	2025	2024	2023
Population:				
Comsewogue (pop. per census)	1.23	23,574	23,574	23,574
Mount Sinai (pop. per contract)	1.46	12,621	12,621	12,137
Miller Place (pop. per contract)	1.46	15,150	15,150	15,859
Total Population Served		<u>51,345</u>	<u>51,345</u>	<u>51,570</u>
CPL Card Holders: (FY)				
Comsewogue	3.2	12,746	12,690	11,890
Mount Sinai	3.3	4,311	4,814	4,413
Miller Place	3.3	4,264	4,807	4,447
Total Comsewogue patrons		<u>21,321</u>	<u>22,311</u>	<u>20,750</u>
Book Collection:				
Total Adult Collection (books)	2.3	60,938	61,245	61,329
Total Children's Collection (books)	2.6	66,887	68,624	69,211
Total Book Collection	2.7	<u>127,825</u>	<u>129,869</u>	<u>130,540</u>
Other Items:				
Audio Recordings	2.13	11,231	16,792	17,465
VHS, DVD	2.14	20,707	22,249	22,282
Other Print Materials	2.11*	1,341	1,850	1,462
Programs:				
Adult Programs	3.20	349	390	427
YA Programs	3.19	172	178	208
Children's Programs	3.17 & 3.18	452	577	529
General Interest Programs	3.21	152	176	103
One on One Program Sessions	3.31	5,967	7,586	4,301
ESOL Programs	3.71	48	44	46
Literacy Volunteer Programs	3.64 & 3.65	564	714	681
Total Programs		<u>7,704</u>	<u>9,665</u>	<u>6,295</u>
Program Attendance:				
Adult Program Attendance	3.24	5,336	5,333	5,299
YA Program Attendance	3.25	2,324	2,858	3,434
Children's Program Attendance	3.26	11,928	13,361	13,669
General Interest Attendance	3.27	5,929	7,371	4,469
One on One Program Attendance	3.32	5,967	7,549	4,751
ESOL Attendance	3.72	302	253	316
Literacy Volunteer Attendance	3.64 & 3.65	1,180	1,391	1,471
Total Program Attendance:		<u>32,966</u>	<u>38,116</u>	<u>33,409</u>
Total Book Circulation	4.7	201,330	208,634	211,429
Total Non-Book Circulation	4.11	276,184	291,855	295,227
Grand Total Circulation Transactions		<u>477,514</u>	<u>500,489</u>	<u>506,656</u>
Summer Reading Program:				
Registered- Children	3.37	1,119	1,105	1,064
Registered - Young Adults	3.38	292	238	265
Registered - Adult	3.39	628	524	434
Total Number Registered		<u>2,039</u>	<u>1,867</u>	<u>1,763</u>



Comsewogue Public Library

Library Membership & Circulation Policy

Library Membership/Library Card Registration

A library card/account will be issued to anyone showing 2 proofs of permanent residency in the Comsewogue School District. Library card/account may also be issued to residents of Miller Place and Mt. Sinai School Districts ("contract districts"), provided the proposition for Library Services has passed at each contract district's annual school district vote.

A current list of acceptable proofs of residency is available at the Library and on the Library's website under Membership and under About/Library Documents.

Account/Registration Renewal

A Comsewogue District resident's library card registration must be renewed (residency verified with the appropriate forms of identification, every 3 years. The same library card will continue to be used upon renewal.

Per the contract for library services with the two contract districts (Miller Place and Mt. Sinai School Districts), residents library cards must renew accounts and verify residency annually, beginning each July 1, with a choice of the household joining either the Comsewogue Public Library or the Port Jefferson Free Library.

New proof of residency is required in the event that an account is expired or mail is returned.

Lost/Stolen/Damaged Card Replacement Fee

A replacement fee of \$2.00 is charged for a lost or stolen library card. Lost or stolen library cards should be immediately reported to the Library. Library cardholders are responsible for the replacement cost of any items checked out to their card before it is reported lost. A claim that a member did not check out items on his/her card must be supported by a police report (dated within 2 weeks of checkout) listing the theft of the card and/or of lost/stolen items.

Borrowing

Limits and Loan Periods

A member may borrow up to 80 items. Comsewogue Public Library is a "fine free" library (excluding date-specific reserved items such as, and not limited to, museum passes and lawn games).

The loan period of Library items varies by item type. An up-to-date list of all loan periods and renewal information is posted in the Library and on the Library's website under Membership and under About/Library Documents.

A Comsewogue Public Library member with proper identification need not present a library card in order to be served.

Comsewogue Library items eligible for renewal will be automatically renewed.

Fines accumulate daily on overdue museum passes until they are returned, reach a maximum fine (currently \$100), or are declared lost by either the cardholder or the library.

Non-Circulating Collections

The following are to be used only in the library:

- Reference materials
- Newspapers
- Microfilm

“Direct Access” Borrowing

Cardholders from libraries in Suffolk County may borrow most items from other libraries in Suffolk County. Direct Access borrowing would follow the lending library’s limit/loan/fine rules.

Excluded from Direct Access Borrowing:

- Library of Things (“Other Things Library”)
- Museum Passes
- Video games
- J Big Books

A Direct Access borrower must present their Suffolk public library card in good standing or two acceptable proofs of identification to borrow items at the Circulation Desk.

Overdue / Lost Library Items

Library cardholders are responsible for the payment of fines on overdue materials and of the replacement cost of library materials that are returned damaged or are declared lost or stolen.

Whether to accept a replacement item provided by a borrower is at the discretion of the Library Director.

The Library does not accept the return of or provide refunds or credits for lost/stolen materials if they are recovered after a person has paid replacement charges. Once the Library receives payment for a lost item, the item becomes the property of the borrower.

Effective May 1, 2026 - Due to the time sensitivity of borrowing **date-specific library of things items***, and **mobile Wi-Fi hotspots**, 30 days after these items are billed the borrower takes ownership and the library can no longer accept the item since the item will have already been reordered and the Library’s replacement budget and storage are limited.

3-day items are billed 7 days after they become overdue.

14-day items are billed 28 days after they become overdue.

*Items reservable in Museum Key / Lending Key software. For an item listing, please see the circulation desk.

Library accounts which have accrued charges/fee/fines totaling \$5 or more will be “stopped” until the account is cleared (paid).

Notifications to Cardholders

In an effort to recover overdue materials, cardholders will receive the following notifications:

- 7 days after an unreturned item’s due date - overdue notice is sent (by email or US mail, depending on a cardholder’s previously-selected preference).
- 21 days after unreturned item’s due date – cardholder’s library account is billed for the cost of the item and a bill is mailed via US mail. Returning the item will satisfy this bill.
- 28 days after unreturned item’s due date – cardholder’s library account is “stopped” and cardholder will be unable to use their library card until item is returned or replacement cost is paid.
- Unreconciled accounts are, after 60 days, shared with a collection agency. (see below**)

Payment Methods

At the Library: Cash, personal check or U.S. Postal Money Order

By Mail: Personal Check or U.S. Postal Money Order - Include cardholder’s library card number in the note/memo field of mailed payment, as well as the notice or a note indicating item(s) being paid.

Administration
Comsewogue Public Library
170 Terryville Rd.
Port Jefferson Station, NY 11776

Online: Credit Card - Pay using a credit card via your library account, accessible from the Library’s website, www.cplib.org. The Library does not retain credit card information. Payment may be made on all accumulated fines or for individual items. Note that a minimum fine amount of \$1.00 is required to use online payment.

Those using a public computer to pay fines should take special care to log out of the account when finished. Credit card payment is not currently possible at Library public service desks.

Delinquent account information cannot be shared and fines cannot be paid by phone.

****Debt Collection/Return of Materials**

The Library is obligated to its taxpayers to attempt the recovery of all outstanding debt and/or library materials. Cardholders with long overdue materials (60 days or more) are subject to contact from a collection agency. A \$10 collection agency fee is charged to the library cardholder’s account, plus billed item amounts. Items may still be returned at this point, contact the Library’s Circulation Department or bring the item to the Library to return.

MAY 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
10 Mother's Day	11	12	13	14	15	16
17	18	19 Meeting	20	21	22	23
24	25 Memorial Day	26	27	28	29	30
31		April 2026 Sa M Tu W Th F Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30		June 2026 Sa M Tu W Th F Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30		Calendars by Vertex42.com © 2022 Vertex42 LLC. Free to print. https://www.vertex42.com/calendars/ 2026 Calendars 2027 Calendars

JUNE 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16 Meeting	17	18	19 Juneteenth	20
21 Father's Day	22	23	24	25	26	27
28	29	30				
		May 2026 Sa M Tu W Th F Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31		July 2026 Sa M Tu W Th F Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31		Calendars by Vertex42.com © 2022 Vertex42 LLC. Free to print. https://www.vertex42.com/calendars/ 2026 Calendars 2027 Calendars

JULY 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4 Independence Day
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21 Meeting	22	23	24	25
26	27	28	29	30	31	
		June 2026 Sa M Tu W Th F Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30		August 2026 Sa M Tu W Th F Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31		Calendars by Vertex42.com © 2022 Vertex42 LLC. Free to print. https://www.vertex42.com/calendars/ 2026 Calendars 2027 Calendars