

PORT JERVIS FREE LIBRARY
BOARD OF TRUSTEES
AGENDA
May 12, 2026 @ 6pm

I Call to Order / Pledge of Allegiance

II Public Comment – Agenda Items Only

III Minutes: Approve- Regular meeting of April 14, 2026, and
Budget Workshop of May 6, 2026

IV Approval of Statistics, Financial reports, and Bills

V Director Report

VI Action Items for Consideration:

- 2025 Annual Report
- PJFL library trustee ethics statement
- 2026-2027 PJFL Budget
- Retain Nugent and Hauussler PC to prepare financial audit
- Appointment of election inspectors

VII Old Business:

- Director search update

-VIII New Business:

- PJFL 2025 Annual Report
- PJFL library trustee ethics statement
- Authorize Audit of financial statements for the year ended June 30, 2025
- 2026-2027 PJFL Budget
- Election inspectors

IX Public Comment –

X Adjournment: Next regular meeting Tuesday June 9, 2026 @ 6pm

Budget Hearing, Thursday, May 21st @ 5pm.

Trustee Election and Budget Vote Thursday June 5th, 12-8pm

Minutes of the Port Jervis Free Library Board of Trustees

April 14, 2026

6:00 PM

Present: Dolores Carnosa, Ed Falcone, Carl Hendrick, Valerie Maginsky, Liz Miller, Dick Roberts

I Call to Order/Pledge of Allegiance - The meeting was called to order at 6:00 PM.

II Public Comment – agenda

- Mx. Peter Grech commented on the Conflict of Interest policy.

III Minutes

Dick made a motion, seconded by Dolores, to approve the minutes from the March 17, 2026 meeting. Unanimously passed.

IV Correspondence - None

V Approval of Statistics and Financial Reports

Valerie made a motion, seconded by Liz, to approve the financial report as presented. Unanimously carried.

VI Director's Report

- Ed stated that subsequent to the submission of his written report to the Board, the State report had been submitted on time and RCLS was about two thirds of the way through its review of the data.
- *Dick made a motion, seconded by Dolores, to approve the April 2026 Director's Report as presented. Unanimously passed.*

VII Unfinished Business

Liz made a motion, seconded by Dick, to approve the Conflict of Interest Policy. Unanimously passed.

VIII New Business

- *Valerie made a motion, seconded by Dolores to approve the MOU with the Bay State Book Company as presented and to authorize the Director to execute the contract. Unanimously passed.*
- *Dick made a motion, seconded by Dolores, to appoint Stacy Joergle-Gildea to the position of full-time Library Clerk at an hourly rate of \$31.75, with a probationary period of eight weeks to being on the date of hire, May 1, 2026. Unanimously passed. It was noted that Stacy has satisfied the NYSLRS contribution requirements of a Tier 4 member, so no withholdings are required.*

IX Public Comment

- Anton Treuting stated several grievances regarding the Board of Trustees.
- Mx. Peter Grech expressed the opinion that the fund balance carried by the Library is illegal.

X Next Meeting

- The next regular meeting is scheduled for April 14, 2026 at 6 PM.
- A budget workshop is scheduled for May 6, 2026 at 6 PM.

XI Adjournment

Dolores made a motion, seconded by Dick, to adjourn the meeting at 6:20 PM. Unanimously passed.

Respectfully Submitted,
Susan Wade, Board Clerk

Port Jervis Free Library
Balance Sheet
As of March 31, 2026

	<u>Mar 31, 26</u>
ASSETS	
Current Assets	
Checking/Savings	
Cash Exchange	300.00
1005 · NYLAF	1,993,812.15
1006 · CHASE CHECKING	43,948.37
1007 · Chase Savings	1,997.99
1008 · NYLAF - Harrison Thune	<u>8,199.62</u>
Total Checking/Savings	<u>2,048,258.13</u>
Total Current Assets	<u>2,048,258.13</u>
TOTAL ASSETS	<u><u>2,048,258.13</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	<u>7,144.89</u>
Total Accounts Payable	<u>7,144.89</u>
Other Current Liabilities	
2200 · Federal Withholding Tax Pay...	-627.00
2210 · Social Security Tax Payable	-679.04
2212 · Medicare Withholding Tax P...	-158.80
2220 · NYS Withholding Tax	-906.65
2230 · NYS Retirement	<u>13,712.16</u>
Total Other Current Liabilities	<u>11,340.67</u>
Total Current Liabilities	<u>18,485.56</u>
Total Liabilities	18,485.56
Equity	
Fund Balance - Assigned	73,155.00
Fund Balance - Restricted	7,250.00
Fund Balance - Unassigned	474,730.24
3900 · Retained Earnings	1,206,032.23
Net Income	<u>268,605.10</u>
Total Equity	<u>2,029,772.57</u>
TOTAL LIABILITIES & EQUITY	<u><u>2,048,258.13</u></u>

Port Jervis Free Library
Profit & Loss Budget vs. Actual

July 2025 through June 2026

	Jul '25 - Jun 26	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Real Property Taxes	1,225,470.52	1,232,269.00	-6,798.48	99.4%
Charges for Services				
4000 · Book Sales	2,968.76	3,000.00	-31.24	99.0%
4001 · Fines	592.26	750.00	-157.74	79.0%
4002 · NonResident Fees	975.00	1,000.00	-25.00	97.5%
4003 · Copier Fees	7,104.06	9,338.00	-2,233.94	76.1%
Total Charges for Services	11,640.08	14,088.00	-2,447.92	82.6%
Miscellaneous				
4004 · Gifts	10,923.28	300.00	10,623.28	3,641.1%
4008 · Library Merchandise	131.90	0.00	131.90	100.0%
Total Miscellaneous	11,055.18	300.00	10,755.18	3,685.1%
Operating Grants				
4023 · Local Public Funds OLA	2,869.56	3,000.00	-130.44	95.7%
4025 · State Aid LLSA	5,505.00	0.00	5,505.00	100.0%
4026 · RCLS Grnts & St. Aid thru R...	8,928.57	10,000.00	-1,071.43	89.3%
Total Operating Grants	17,303.13	13,000.00	4,303.13	133.1%
Interest Income	54,487.96	53,500.00	987.96	101.8%
4060 · Use of Fund Balance	0.00	101,000.00	-101,000.00	0.0%
Total Income	1,319,956.87	1,414,157.00	-94,200.13	93.3%
Gross Profit	1,319,956.87	1,414,157.00	-94,200.13	93.3%
Expense				
Personal Services				
6002 · Salaries Director	97,062.76	110,000.00	-12,937.24	88.2%
6000 · Salaries Clerical FT	147,074.77	180,000.00	-32,925.23	81.7%
6001 · Salaries Clerical PT	228,665.19	232,800.00	-4,134.81	98.2%
6003 · Salaries Maintenance	48,140.00	55,185.00	-7,045.00	87.2%
Total Personal Services	520,942.72	577,985.00	-57,042.28	90.1%
Contractual				
6005 · Board Reporting	1,646.00	1,827.00	-181.00	90.1%
6030 · Books	4,353.97	25,000.00	-20,646.03	17.4%
6031 · Books Children	5,461.53	7,000.00	-1,538.47	78.0%
6032 · Book Friends	692.08	1,300.00	-607.92	53.2%
6035 · Periodicals	13,880.74	13,000.00	880.74	106.8%
6038 · Audio Adult	4,061.52	4,500.00	-438.48	90.3%
6039 · Video Adult	264.39	4,650.00	-4,385.61	5.7%
6040 · Video Children	0.00	1,500.00	-1,500.00	0.0%
6041 · ANSER	41,208.50	44,000.00	-2,791.50	93.7%
6045 · Computer Eqpt/Software	4,774.18	20,000.00	-15,225.82	23.9%
6050 · Library Supplies	13,455.28	10,000.00	3,455.28	134.6%
6055 · Ins/Fire, Liab, Comp	27,482.66	30,000.00	-2,517.34	91.6%
6060 · Utilities Electricity	11,048.97	17,000.00	-5,951.03	65.0%
6061 · Utilities Gas	5,365.66	6,000.00	-634.34	89.4%
6062 · Utilities Water	573.22	2,000.00	-1,426.78	28.7%
6065 · Utilities Telephone/Internet	3,569.40	6,000.00	-2,430.60	59.5%
6070 · Building Janitorial Supp	3,307.50	6,000.00	-2,692.50	55.1%
6071 · Building Maintenance	23,588.12	39,977.00	-16,388.88	59.0%
6072 · Building Improvements	21,634.02	36,218.00	-14,583.98	59.7%
6075 · Copier Maintenance	4,435.38	7,000.00	-2,564.62	63.4%
6081 · Microfilm	0.00	750.00	-750.00	0.0%
6086 · Professional Services	142,732.90	131,000.00	11,732.90	109.0%
6087 · HUB	973.08	1,000.00	-26.92	97.3%
6088 · Bookkeeping	49,500.00	68,000.00	-18,500.00	72.8%
6090 · Advertising	0.00	500.00	-500.00	0.0%
6095 · Conferences	1,033.91	700.00	333.91	147.7%
6100 · Dues	210.00	200.00	10.00	105.0%
6120 · Postage	1,352.78	2,500.00	-1,147.22	54.1%

Port Jervis Free Library
Profit & Loss Budget vs. Actual
 July 2025 through June 2026

	Jul '25 - Jun 26	Budget	\$ Over Budget	% of Budget
6125 · Programs	1,861.89	6,000.00	-4,138.11	31.0%
6126 · Programs Children	2,677.24	5,000.00	-2,322.76	53.5%
6133 · Library Election	0.00	1,000.00	-1,000.00	0.0%
6134 · Elevator	13,503.31	6,500.00	7,003.31	207.7%
6135 · Historical Preservation	0.00	500.00	-500.00	0.0%
6137 · Security System	21,687.25	2,800.00	18,887.25	774.5%
6138 · Security Services	0.00	70,000.00	-70,000.00	0.0%
Total Contractual	426,335.48	579,422.00	-153,086.52	73.6%
Employee Benefits				
6010 · Employer Social Security	32,359.60	45,000.00	-12,640.40	71.9%
6015 · Employer Medicare	7,567.98	9,250.00	-1,682.02	81.8%
6056 · Insurance Wkmns Comp	0.00	6,500.00	-6,500.00	0.0%
6057 · Insurance Disability	5,135.11	1,500.00	3,635.11	342.3%
6085 · Civil Service	1,447.46	4,500.00	-3,052.54	32.2%
6131 · Benefits Health Ins	107,269.01	130,000.00	-22,730.99	82.5%
6132 · Benefits Retirement	61,508.00	60,000.00	1,508.00	102.5%
Total Employee Benefits	215,287.16	256,750.00	-41,462.84	83.9%
Total Expense	1,162,565.36	1,414,157.00	-251,591.64	82.2%
Net Ordinary Income	157,391.51	0.00	157,391.51	100.0%
Net Income	157,391.51	0.00	157,391.51	100.0%

Port Jervis Free Library
Payroll Summary
March 2026

	Hours	Rate	Mar 26	Hours	Rate	Mar 26	Hours	Rate	Mar 26	Hours
Employee Wages, Taxes and Adjustments										
Gross Pay										
Salaries and Wages Director			0.00			0.00			0.00	
Salaries and Wages FT			0.00			0.00			0.00	
Salaries and Wages MTNC			0.00			0.00			0.00	
Salaries and Wages PT	46	34.96	1,608.16	140	19.25	2,695.00	20.75	18.00	373.50	52
Relocation			0.00			0.00			0.00	
retroactive pay FT			0.00			101.06			0.00	
Total Gross Pay	46		1,608.16	140		2,796.06	20.75		373.50	52
Deductions from Gross Pay										
Health Insurance			0.00			0.00			0.00	
Retirement			0.00			-83.89			-16.81	
Total Deductions from Gross Pay			0.00			-83.89			-16.81	
Adjusted Gross Pay	46		1,608.16	140		2,712.17	20.75		356.69	52
Taxes Withheld										
Federal Withholding			-345.00			-146.00			0.00	
Medicare Employee			-23.32			-40.54			-5.42	
Social Security Employee			-99.70			-173.36			-23.16	
NY - Withholding			-70.62			-97.74			0.00	
NY - Disability Employee			0.00			0.00			0.00	
Medicare Employee Addl Tax			0.00			0.00			0.00	
NY - City Resident			0.00			0.00			0.00	
Total Taxes Withheld			-538.64			-457.64			-28.58	
Net Pay	46		1,069.52	140		2,254.53	20.75		328.11	52
Employer Taxes and Contributions										
Medicare Company			23.32			40.54			5.42	
Social Security Company			99.70			173.36			23.16	
NY - Disability Company			0.00			0.00			0.00	
NY - Unemployment			0.00			0.00			0.00	
NY - MCTMT (Transit Tax)			0.00			0.00			0.00	
NY - MCTMT (Zone 2)			0.00			0.00			0.00	
Total Employer Taxes and Contributions			123.02			213.90			28.58	

Port Jervis Free Library
Payroll Summary
March 2026

	Rate	Mar 26	Hours	Rate	Mar 26	Hours	Rate	Mar 26	Hours	Rate
Employee Wages, Taxes and Adjustments										
Gross Pay										
Salaries and Wages Director		0.00			0.00			0.00		
Salaries and Wages FT		0.00			0.00			0.00		
Salaries and Wages MTNC		0.00			0.00			0.00		
Salaries and Wages PT	20.30	1,055.60	10.75	18.00	193.50	39	18.26	712.14	11	18.00
Relocation		0.00			0.00			0.00		
retroactive pay FT		0.00			0.00			0.00		
Total Gross Pay		1,055.60	10.75		193.50	39		712.14	11	
Deductions from Gross Pay										
Health Insurance		0.00			0.00			0.00		
Retirement		-31.66			-5.81			-21.36		
Total Deductions from Gross Pay		-31.66			-5.81			-21.36		
Adjusted Gross Pay		1,023.94	10.75		187.69	39		690.78	11	
Taxes Withheld										
Federal Withholding		-44.00			0.00			0.00		
Medicare Employee		-15.31			-2.81			-10.33		
Social Security Employee		-65.45			-12.00			-44.15		
NY - Withholding		-49.74			0.00			-4.74		
NY - Disability Employee		0.00			0.00			0.00		
Medicare Employee Addl Tax		0.00			0.00			0.00		
NY - City Resident		0.00			0.00			0.00		
Total Taxes Withheld		-174.50			-14.81			-59.22		
Net Pay		849.44	10.75		172.88	39		631.56	11	
Employer Taxes and Contributions										
Medicare Company		15.31			2.81			10.33		
Social Security Company		65.45			12.00			44.15		
NY - Disability Company		0.00			0.00			0.00		
NY - Unemployment		0.00			0.00			0.00		
NY - MCTMT (Transit Tax)		0.00			0.00			0.00		
NY - MCTMT (Zone 2)		0.00			0.00			0.00		
Total Employer Taxes and Contributions		80.76			14.81			54.48		

Port Jervis Free Library
Payroll Summary
March 2026

	Mar 26	Hours	Rate	Mar 26	Hours	Rate	Mar 26	Hours	Rate	Mar 26
Employee Wages, Taxes and Adjustments										
Gross Pay										
Salaries and Wages Director	0.00	19	500.00	4,520.00			0.00			0.00
Salaries and Wages FT	0.00			0.00			0.00			0.00
Salaries and Wages MITNC	0.00			0.00			0.00			0.00
Salaries and Wages PT	198.00			0.00	62.5	21.59	1,349.38	76	30.75	2,337.00
Relocation	0.00			0.00			0.00			0.00
retroactive pay FT	0.00			0.00			0.00			0.00
Total Gross Pay	198.00	19		4,520.00	62.5		1,349.38	76		2,337.00
Deductions from Gross Pay										
Health Insurance	0.00			0.00			0.00			0.00
Retirement	0.00			0.00			0.00			0.00
Total Deductions from Gross Pay	0.00			0.00			0.00			0.00
Adjusted Gross Pay	198.00	19		4,520.00	62.5		1,349.38	76		2,337.00
Taxes Withheld										
Federal Withholding	0.00			-455.00			-77.00			-192.00
Medicare Employee	-2.87			-65.54			-19.57			-33.89
Social Security Employee	-12.27			-280.24			-83.67			-144.89
NY - Withholding	0.00			-298.92			-31.06			-82.76
NY - Disability Employee	0.00			0.00			0.00			0.00
Medicare Employee Addl Tax	0.00			0.00			0.00			0.00
NY - City Resident	0.00			0.00			0.00			0.00
Total Taxes Withheld	-15.14			-1,099.70			-211.30			-453.54
Net Pay	182.86	19		3,420.30	62.5		1,138.08	76		1,883.46
Employer Taxes and Contributions										
Medicare Company	2.87			65.54			19.57			33.89
Social Security Company	12.27			280.24			83.67			144.89
NY - Disability Company	0.00			0.00			0.00			0.00
NY - Unemployment	0.00			0.00			0.00			0.00
NY - MCTMT (Transit Tax)	0.00			0.00			0.00			0.00
NY - MCTMT (Zone 2)	0.00			0.00			0.00			0.00
Total Employer Taxes and Contributions	15.14			345.78			103.24			178.78

Port Jervis Free Library
Payroll Summary
March 2026

	Hours	Rate	Mar 26	Hours	Rate	Mar 26	Hours	Rate	Mar 26	Hours
Employee Wages, Taxes and Adjustments										
Gross Pay										
Salaries and Wages Director			0.00	223	39.62	11,080.56			0.00	
Salaries and Wages FT			0.00			0.00	140	23.45	3,283.00	
Salaries and Wages MTNC			0.00			0.00			0.00	
Salaries and Wages PT	27.5	18.00	495.00			0.00			0.00	68.5
Relocation			0.00			15,000.00			0.00	
retroactive pay FT			0.00			0.00			0.00	
Total Gross Pay	27.5		495.00	223		26,080.56	140		3,283.00	68.5
Deductions from Gross Pay										
Health Insurance			0.00			-939.49			147.95	
Retirement			-14.85			-243.67			-98.50	
Total Deductions from Gross Pay			-14.85			-1,183.16			49.45	
Adjusted Gross Pay	27.5		480.15	223		24,897.40	140		3,332.45	68.5
Taxes Withheld										
Federal Withholding			-44.40			-5,220.00			-294.00	
Medicare Employee			-7.18			-378.17			-47.60	
Social Security Employee			-30.69			-1,617.00			-203.54	
NY - Withholding			-0.82			-1,621.80			-128.54	
NY - Disability Employee			0.00			0.00			0.00	
Medicare Employee Addl Tax			0.00			0.00			0.00	
NY - City Resident			-2.55			0.00			0.00	
Total Taxes Withheld			-85.64			-8,836.97			-673.68	
Net Pay	27.5		394.51	223		16,060.43	140		2,658.77	68.5
Employer Taxes and Contributions										
Medicare Company			7.18			378.17			47.60	
Social Security Company			30.69			1,617.00			203.54	
NY - Disability Company			0.00			0.00			0.00	
NY - Unemployment			0.00			0.00			0.00	
NY - MCTMT (Transit Tax)			0.00			0.00			0.00	
NY - MCTMT (Zone 2)			0.00			0.00			0.00	
Total Employer Taxes and Contributions			37.87			1,995.17			251.14	

Port Jervis Free Library
Payroll Summary
March 2026

	Rate	Mar 26	Hours	Rate	Mar 26	Hours	Rate	Mar 26	Hours	Rate
Employee Wages, Taxes and Adjustments										
Gross Pay										
Salaries and Wages Director	0.00			0.00			0.00			
Salaries and Wages FT	0.00			0.00			0.00			
Salaries and Wages WTTNC	0.00			0.00			0.00			
Salaries and Wages PT	33.37	2,285.85	46.5	18.25	848.63	65.75	18.25	1,199.94	34	36.30
Relocation	0.00			0.00			0.00			
retroactive pay FT	0.00			0.00			0.00			
Total Gross Pay		2,285.85	46.5		848.63	65.75		1,199.94	34	
Deductions from Gross Pay										
Health Insurance	0.00			0.00			0.00			
Retirement	-68.57			-25.46			0.00			
Total Deductions from Gross Pay		-68.57	46.5		-25.46	65.75		1,199.94	34	
Adjusted Gross Pay		2,217.28	46.5		823.17	65.75		1,199.94	34	
Taxes Withheld										
Federal Withholding	-207.00			0.00			-7.00			
Medicare Employee	-33.15			-12.31			-17.40			
Social Security Employee	-141.73			-52.61			-74.40			
NY - Withholding	-92.30			-9.90			-18.60			
NY - Disability Employee	0.00			0.00			0.00			
Medicare Employee Addl Tax	0.00			0.00			0.00			
NY - City Resident	0.00			0.00			0.00			
Total Taxes Withheld		-474.18			-74.82		-117.40			
Net Pay		1,743.10	46.5		748.35	65.75		1,082.54	34	
Employer Taxes and Contributions										
Medicare Company	33.15			12.31			17.40			
Social Security Company	141.73			52.61			74.40			
NY - Disability Company	0.00			0.00			0.00			
NY - Unemployment	0.00			0.00			0.00			
NY - MCTMT (Transit Tax)	0.00			0.00			0.00			
NY - MCTMT (Zone 2)	0.00			0.00			0.00			
Total Employer Taxes and Contributions		174.88			64.92		91.80			

Port Jervis Free Library
Payroll Summary
March 2026

	Mar 26	Hours	Rate	Mar 26	Hours	Rate	Mar 26	Hours	Rate	Mar 26
Employee Wages, Taxes and Adjustments										
Gross Pay										
Salaries and Wages Director	0.00			0.00			0.00			0.00
Salaries and Wages FT	0.00			0.00			0.00			0.00
Salaries and Wages M/TNC	0.00			0.00			0.00			0.00
Salaries and Wages PT	1,234.20	74.5	18.25	1,359.63	45.5	18.00	819.00	79.25	18.26	1,447.11
Relocation	0.00			0.00			0.00			0.00
retroactive pay FT	0.00			0.00			0.00			0.00
Total Gross Pay	1,234.20	74.5		1,359.63	45.5		819.00	79.25		1,447.11
Deductions from Gross Pay										
Health Insurance	0.00			0.00			0.00			0.00
Retirement	0.00			0.00			0.00			0.00
Total Deductions from Gross Pay	0.00			0.00			0.00			0.00
Adjusted Gross Pay	1,234.20	74.5		1,359.63	45.5		819.00	79.25		1,447.11
Taxes Withheld										
Federal Withholding	-76.00			-78.00			0.00			-21.00
Medicare Employee	-17.90			-19.71			-11.87			-20.98
Social Security Employee	-76.52			-84.30			-50.78			-89.72
NY - Withholding	-56.51			-31.51			-9.74			-76.06
NY - Disability/Employee	0.00			-2.40			0.00			0.00
Medicare Employee Addl Tax	0.00			0.00			0.00			0.00
NY - City Resident	0.00			0.00			0.00			0.00
Total Taxes Withheld	-226.93			-215.92			-72.39			-207.76
Net Pay	1,007.27	74.5		1,143.71	45.5		746.61	79.25		1,239.35
Employer Taxes and Contributions										
Medicare Company	17.90			19.71			11.87			20.98
Social Security Company	76.52			84.30			50.78			89.72
NY - Disability Company	0.00			0.00			0.00			0.00
NY - Unemployment	0.00			0.00			0.00			0.00
NY - MCTWT (Transit Tax)	0.00			0.00			0.00			0.00
NY - MCTMT (Zone 2)	0.00			0.00			0.00			0.00
Total Employer Taxes and Contributions	94.42			104.01			62.65			110.70

Port Jervis Free Library
Payroll Summary
March 2026

	Hours	Rate	Mar 26	Hours	Rate	Mar 26	Hours	Rate	Mar 26	Hours
Employee Wages, Taxes and Adjustments										
Gross Pay										
Salaries and Wages Director			0.00			0.00			0.00	
Salaries and Wages FT			0.00			0.00			0.00	
Salaries and Wages MTNC			0.00	160	26.79	4,286.40	140	40.38	5,583.20	140
Salaries and Wages PT	71	21.40	1,519.40			0.00			0.00	
Relocation			0.00			0.00			0.00	
retroactive pay FT			0.00			0.00			34.00	
Total Gross Pay	71		1,519.40	160		4,286.40	140		5,617.20	140
Deductions from Gross Pay										
Health Insurance			0.00			-87.17			-197.99	
Retirement			0.00			0.00			0.00	
Total Deductions from Gross Pay			0.00			-87.17			-197.99	
Adjusted Gross Pay	71		1,519.40	160		4,199.23	140		5,419.21	140
Taxes Withheld										
Federal Withholding			-95.00			-386.00			-702.00	
Medicare Employee			-22.03			-62.16			-81.45	
Social Security Employee			-94.20			-265.76			-348.26	
NY - Withholding			-38.97			-183.88			-259.90	
NY - Disability Employee			0.00			0.00			0.00	
Medicare Employee Addl Tax			0.00			0.00			0.00	
NY - City Resident			0.00			0.00			0.00	
Total Taxes Withheld			-250.20			-897.80			-1,391.61	
Net Pay	71		1,269.20	160		3,301.43	140		4,027.60	140
Employer Taxes and Contributions										
Medicare Company			22.03			62.16			81.45	
Social Security Company			94.20			265.76			348.26	
NY - Disability Company			0.00			0.00			0.00	
NY - Unemployment			0.00			0.00			0.00	
NY - MCTMT (Transit Tax)			0.00			0.00			0.00	
NY - MCTMT (Zone 2)			0.00			0.00			0.00	
Total Employer Taxes and Contributions			116.23			327.92			429.71	

Port Jervis Free Library
Payroll Summary
March 2026

	TOTAL	
	Rate	Mar 26
Employee Wages, Taxes and Adjustments		
Gross Pay		
Salaries and Wages Director	20.33	0.00
Salaries and Wages FT		242.00
Salaries and Wages MTNC		420.00
Salaries and Wages PT		160.00
Relocation		970.50
retroactive pay FT		0.00
Total Gross Pay		1,792.50
2,846.20		68,465.46
Deductions from Gross Pay		
Health Insurance		0.00
Retirement		-85.38
Total Deductions from Gross Pay		-85.38
		-1,076.70
		-695.96
Adjusted Gross Pay		1,792.50
		-1,772.66
		66,692.80
Taxes Withheld		
Federal Withholding		-244.00
Medicare Employee		-41.27
Social Security Employee		-176.46
NY - Withholding		-105.66
NY - Disability Employee		0.00
Medicare Employee Addl Tax		0.00
NY - City Resident		0.00
Total Taxes Withheld		-567.39
		-17,145.76
Net Pay		2,193.43
		1,792.50
		49,547.04
Employer Taxes and Contributions		
Medicare Company		41.27
Social Security Company		176.46
NY - Disability Company		0.00
NY - Unemployment		0.00
NY - MCTMT (Transit Tax)		0.00
NY - MCTMT (Zone 2)		0.00
Total Employer Taxes and Contributions		217.73
		992.78
		4,244.86
		0.00
		0.00
		0.00
		0.00
		0.00
		5,237.64

Port Jervis Free Library
 Chase Checking account activity
 March, 2026

Details	Posting Date	Description	Amount	Type
DEBIT	3/31/2026	Basic Online Payroll Payment 11213298848 to ###0031	(96.00)	BASIC_PAYROLL
CREDIT	3/31/2026	ORIG CO NAME:NYCLASS ORIG ID:1133914966 DESC DATE:	30,000.00	ACH_CREDIT
CHECK	3/30/2026	CHECK 1202	(10,000.00)	CHECK_PAID
DEBIT	3/30/2026	Online ACH Payment 11213053721 To Cheshire (#####5530)	(1,750.00)	ACH_PAYMENT
DEBIT	3/30/2026	Online Payment 28626521611 To AMAZON CAPITAL SERVICES 03/30	(34.38)	BILLPAY
DEBIT	3/30/2026	Online Payment 28626510060 To AMAZON CAPITAL SERVICES 03/30	(53.59)	BILLPAY
DEBIT	3/30/2026	Online Payment 28626502595 To AMAZON CAPITAL SERVICES 03/30	(99.89)	BILLPAY
DEBIT	3/30/2026	Online Payment 28626494214 To Brodart Co 03/30	(210.08)	BILLPAY
DEBIT	3/30/2026	Online Payment 28626484636 To Rotary Club of Port Jervis NY 03/30	(72.00)	BILLPAY
DEBIT	3/30/2026	Online Payment 28626464080 To TIME WARNER CABLE 03/30	(130.00)	BILLPAY
DEBIT	3/30/2026	Online Payment 28626473532 To AMAZON CAPITAL SERVICES 03/30	(120.97)	BILLPAY
DEBIT	3/30/2026	Online Payment 28626449325 To AMAZON CAPITAL SERVICES 03/30	(571.99)	BILLPAY
DEBIT	3/30/2026	Online Payment 28626447611 To Tri State Paper and Cleaning 03/30	(384.20)	BILLPAY
DEBIT	3/27/2026	ORIG CO NAME:NYS DTF WT ORIG ID:S146013200 DESC DATE:	(81.14)	ACH_DEBIT
DEBIT	3/26/2026	ORIG CO NAME:IRS ORIG ID:3387702000 DESC DATE:032626 CO ENTRY DESCR:USATAXPYMTSEC:	(253.00)	ACH_DEBIT
DEBIT	3/26/2026	ORIG CO NAME:NYS DTF WT ORIG ID:S146013200 DESC DATE:	(985.78)	ACH_DEBIT
DEBIT	3/25/2026	Basic Online Payroll Payment 11212242699 to ###9409	(2,677.94)	BASIC_PAYROLL
DEBIT	3/25/2026	Basic Online Payroll Payment 11212386382 to ###9409	(742.36)	BASIC_PAYROLL
DEBIT	3/25/2026	ORIG CO NAME:IRS ORIG ID:3387702000 DESC DATE:032526 CO ENTRY DESCR:USATAXPYMTSEC:	(5,811.48)	ACH_DEBIT
DEBIT	3/24/2026	Basic Online Payroll Payment 11212252805 to ###4522	(385.53)	BASIC_PAYROLL
DEBIT	3/24/2026	Basic Online Payroll Payment 11212242696 to #####6231	(212.36)	BASIC_PAYROLL
DEBIT	3/24/2026	Basic Online Payroll Payment 11212242691 to #####0782	(276.73)	BASIC_PAYROLL
DEBIT	3/24/2026	Basic Online Payroll Payment 11212242686 to #####5734	(610.08)	BASIC_PAYROLL
DEBIT	3/24/2026	Basic Online Payroll Payment 11212242685 to #####0649	(418.60)	BASIC_PAYROLL
DEBIT	3/24/2026	Basic Online Payroll Payment 11212242700 to #####0432	(385.89)	BASIC_PAYROLL
DEBIT	3/24/2026	Basic Online Payroll Payment 11212252812 to #####4263	(466.07)	BASIC_PAYROLL
DEBIT	3/24/2026	Basic Online Payroll Payment 11212242695 to #####4789	(1,096.71)	BASIC_PAYROLL
DEBIT	3/24/2026	Basic Online Payroll Payment 11212242698 to #####1730	(540.19)	BASIC_PAYROLL
DEBIT	3/24/2026	Basic Online Payroll Payment 11212242683 to #####9748	(564.79)	BASIC_PAYROLL
DEBIT	3/24/2026	Basic Online Payroll Payment 11212242689 to #####3288	(66.50)	BASIC_PAYROLL

DEBIT	3/24/2026	Basic Online Payroll Payment 11212252818 to #####6097	(98.83)	BASIC_PAYROLL
DEBIT	3/24/2026	Basic Online Payroll Payment 11212252809 to ###0031	(941.72)	BASIC_PAYROLL
DEBIT	3/24/2026	Basic Online Payroll Payment 11212252814 to ###0937	(1,005.41)	BASIC_PAYROLL
DEBIT	3/24/2026	Basic Online Payroll Payment 11212242693 to ###9139	(1,172.42)	BASIC_PAYROLL
DEBIT	3/24/2026	Basic Online Payroll Payment 11212242688 to #####2173	(1,455.24)	BASIC_PAYROLL
DEBIT	3/24/2026	Basic Online Payroll Payment 11212252813 to #####0690	(172.88)	BASIC_PAYROLL
DEBIT	3/24/2026	Basic Online Payroll Payment 11212242682 to #####5536	(250.00)	BASIC_PAYROLL
DEBIT	3/24/2026	Basic Online Payroll Payment 11212242692 to #####5536	(250.00)	BASIC_PAYROLL
DEBIT	3/24/2026	Basic Online Payroll Payment 11212242687 to #####6713	(255.88)	BASIC_PAYROLL
DEBIT	3/24/2026	Basic Online Payroll Payment 11212242690 to #####1948	(361.36)	BASIC_PAYROLL
DEBIT	3/24/2026	Basic Online Payroll Payment 11212242684 to #####7671	(1,613.73)	BASIC_PAYROLL
DEBIT	3/24/2026	Basic Online Payroll Payment 11212252808 to #####7064	(212.37)	BASIC_PAYROLL
DEBIT	3/24/2026	Basic Online Payroll Payment 11212252810 to #####5804	(553.79)	BASIC_PAYROLL
DEBIT	3/24/2026	Basic Online Payroll Payment 11212252806 to #####1601	(768.76)	BASIC_PAYROLL
DEBIT	3/24/2026	Basic Online Payroll Payment 11212252807 to #####2902	(1,963.82)	BASIC_PAYROLL
DEBIT	3/19/2026	Online ACH Payment 11211677860 To Cheshire (_#####5530)	(1,975.00)	ACH_PAYMENT
DEBIT	3/18/2026	Online Payment 28476716856 To Brodat Co 03/18	(112.41)	BILLPAY
DEBIT	3/18/2026	Online Payment 28476734456 To Brodat Co 03/18	(133.10)	BILLPAY
DEBIT	3/18/2026	Online Payment 28476707370 To AMAZON CAPITAL SERVICES 03/18	(22.77)	BILLPAY
DEBIT	3/18/2026	Online Payment 28476705207 To AMAZON CAPITAL SERVICES 03/18	(10.99)	BILLPAY
DEBIT	3/18/2026	ORIG CO NAME:NYS DTF WT ORIG ID:S146013200 DESC DATE: (283.35) ACH_DEBIT		
DEBIT	3/18/2026	ORIG CO NAME:NYS DTF WT ORIG ID:S146013200 DESC DATE: (536.07) ACH_DEBIT		
DEBIT	3/18/2026	ORIG CO NAME:NYS DTF WT ORIG ID:S146013200 DESC DATE: (1,385.98) ACH_DEBIT		
DEBIT	3/17/2026	ORIG CO NAME:IRS ORIG ID:3387702000 DESC DATE:031726 CO ENTRY DESCR:USATAXPYMTSEC: (1,680.82) ACH_DEBIT		
DEBIT	3/17/2026	ORIG CO NAME:IRS ORIG ID:3387702000 DESC DATE:031726 CO ENTRY DESCR:USATAXPYMTSEC: (11,363.38) ACH_DEBIT		
CREDIT	3/17/2026	ORIG CO NAME:NYCLASS ORIG ID:1133914966 DESC DATE: 35,000.00 ACH_CREDIT		
CHECK	3/12/2026	CHECK 1201 (160.00) CHECK_PAID		
DEBIT	3/12/2026	Basic Online Payroll Payment 11210560304 to #####2173 (3,985.68) BASIC_PAYROLL		
DEBIT	3/12/2026	Basic Online Payroll Payment 11210560503 to #####2173 (8,955.08) BASIC_PAYROLL		
DEBIT	3/11/2026	Basic Online Payroll Payment 11210629726 to #####2902 (23.16) BASIC_PAYROLL		
DEBIT	3/11/2026	Online Payment 28391804492 To TIME WARNER CABLE 03/11 (169.16) BILLPAY		
DEBIT	3/11/2026	Online Payment 28391802212 To DEMCO 03/11 (315.73) BILLPAY		
DEBIT	3/11/2026	Online Payment 28391767242 To Frontier 111182-4 03/11 (4.96) BILLPAY		
DEBIT	3/11/2026	Online Payment 28386972409 To NY ST DEPT CIVIL SVC-AGENCY PMT 03/11 (12,646.87) BILLPAY		
CREDIT	3/11/2026	ORIG CO NAME:NYCLASS ORIG ID:1133914966 DESC DATE: 20,000.00 ACH_CREDIT		

DEBIT	3/10/2026	Basic Online Payroll Payment	11210401860	to #####1730	(699.16)	BASIC_PAYROLL		
DEBIT	3/10/2026	Basic Online Payroll Payment	11210401854	to #####9139	(1,082.11)	BASIC_PAYROLL		
DEBIT	3/10/2026	Basic Online Payroll Payment	11210401856	to #####6713	(138.63)	BASIC_PAYROLL		
DEBIT	3/10/2026	Basic Online Payroll Payment	11210401859	to #####6097	(229.28)	BASIC_PAYROLL		
DEBIT	3/10/2026	Basic Online Payroll Payment	11210401852	to #####0782	(354.83)	BASIC_PAYROLL		
DEBIT	3/10/2026	Basic Online Payroll Payment	11210407906	to #####0432	(362.46)	BASIC_PAYROLL		
DEBIT	3/10/2026	Basic Online Payroll Payment	11210401861	to #####4789	(616.47)	BASIC_PAYROLL		
DEBIT	3/10/2026	Basic Online Payroll Payment	11210401853	to #####5734	(659.12)	BASIC_PAYROLL		
DEBIT	3/10/2026	Basic Online Payroll Payment	11210407905	to #####2173	(1,164.43)	BASIC_PAYROLL		
DEBIT	3/10/2026	Basic Online Payroll Payment	11210401862	to #####6231	(212.35)	BASIC_PAYROLL		
DEBIT	3/10/2026	Basic Online Payroll Payment	11210401851	to #####5536	(250.00)	BASIC_PAYROLL		
DEBIT	3/10/2026	Basic Online Payroll Payment	11210401857	to #####1948	(385.25)	BASIC_PAYROLL		
DEBIT	3/10/2026	Basic Online Payroll Payment	11210407898	to #####0649	(588.67)	BASIC_PAYROLL		
DEBIT	3/10/2026	Basic Online Payroll Payment	11210401855	to #####0937	(1,153.36)	BASIC_PAYROLL		
DEBIT	3/10/2026	Basic Online Payroll Payment	11210401849	to #####7671	(1,687.70)	BASIC_PAYROLL		
DEBIT	3/10/2026	Basic Online Payroll Payment	11210401850	to #####3288	(116.36)	BASIC_PAYROLL		
DEBIT	3/10/2026	Basic Online Payroll Payment	11210407901	to #####7064	(212.36)	BASIC_PAYROLL		
DEBIT	3/10/2026	Basic Online Payroll Payment	11210407900	to #####5536	(250.00)	BASIC_PAYROLL		
DEBIT	3/10/2026	Basic Online Payroll Payment	11210401848	to #####9748	(573.29)	BASIC_PAYROLL		
DEBIT	3/10/2026	Basic Online Payroll Payment	11210407904	to #####5804	(589.92)	BASIC_PAYROLL		
DEBIT	3/10/2026	Basic Online Payroll Payment	11210407902	to #####4522	(683.99)	BASIC_PAYROLL		
DEBIT	3/10/2026	Basic Online Payroll Payment	11210407899	to #####0031	(941.74)	BASIC_PAYROLL		
DEBIT	3/10/2026	Basic Online Payroll Payment	11210401847	to #####1601	(974.34)	BASIC_PAYROLL		
DEBIT	3/10/2026	Basic Online Payroll Payment	11210401858	to #####4263	(1,096.72)	BASIC_PAYROLL		
DEBIT	3/10/2026	Basic Online Payroll Payment	11210407903	to #####2902	(2,063.78)	BASIC_PAYROLL		
DEBIT	3/9/2026	Online Payment	28365792124	To Bachman Law Firm PLLC 03/09	(3,123.75)	BILLPAY		
DEBIT	3/9/2026	Online Payment	28365770543	To Bachman Law Firm PLLC 03/09	(2,775.41)	BILLPAY		
DEBIT	3/9/2026	ORIG CO NAME:IRS	ORIG ID:3387702000	DESC DATE:030926	CO ENTRY DESCR:USATAXPYMTSEC:	(6,850.05)	ACH_DEBIT	
CREDIT	3/9/2026	ORIG CO NAME:NYCLASS	ORIG ID:1133914966	DESC DATE:	CO ENTRY DESCR:NYCLASS	SEC:CC	50,000.00	ACH_CREDIT
DEBIT	3/6/2026	Online Payment	28332754941	To AMAZON CAPITAL SERVICES 03/06	(78.20)	BILLPAY		
DEBIT	3/6/2026	Online Payment	28332752848	To AMAZON CAPITAL SERVICES 03/06	(36.24)	BILLPAY		
DSLIP	3/6/2026	DEPOSIT ID NUMBER	124475		72.00	DEPOSIT		
DSLIP	3/6/2026	DEPOSIT ID NUMBER	124476		963.05	DEPOSIT		
DEBIT	3/5/2026	Online Payment	28318041247	To Frontier 03/05	(58.64)	BILLPAY		
DEBIT	3/5/2026	Online Payment	28318006356	To TIME WARNER CABLE 03/05	(130.00)	BILLPAY		

DEBIT	3/5/2026	Online Payment 28318033734 To Brodat Co 03/05	(114.89)	BILLPAY
DEBIT	3/5/2026	Online Payment 28318031782 To Neversink Lumber Co. Inc 03/05	(28.00)	BILLPAY
DEBIT	3/5/2026	Online Payment 28318001169 To ORANGE & ROCKLAND UTILITIES 03/05	(2,645.55)	BILLPAY
DEBIT	3/5/2026	Online Payment 28318000244 To Brodat Co 03/05	(249.52)	BILLPAY
DEBIT	3/5/2026	Online Payment 28317998793 To TOSHIBA FINANCIAL SERVICES 03/05	(431.56)	BILLPAY
DEBIT	3/5/2026	Online Payment 28317991966 To AMAZON CAPITAL SERVICES 03/05	(27.56)	BILLPAY
DEBIT	3/5/2026	Online Payment 28317982685 To AMAZON CAPITAL SERVICES 03/05	(46.35)	BILLPAY
DEBIT	3/5/2026	Online Payment 28317973431 To AMAZON CAPITAL SERVICES 03/05	(43.37)	BILLPAY
DEBIT	3/5/2026	Online Payment 28317962117 To AMAZON CAPITAL SERVICES 03/05	(20.24)	BILLPAY
DEBIT	3/5/2026	Online Payment 28317960641 To AMAZON CAPITAL SERVICES 03/05	(232.82)	BILLPAY
DEBIT	3/5/2026	Online Payment 28317928069 To AMAZON CAPITAL SERVICES 03/05	(335.00)	BILLPAY
DEBIT	3/5/2026	Online Payment 28317915647 To AMAZON CAPITAL SERVICES 03/05	(46.74)	BILLPAY
DEBIT	3/5/2026	Online Payment 28317922397 To AMAZON CAPITAL SERVICES 03/05	(84.73)	BILLPAY
DEBIT	3/5/2026	Online Payment 28317877875 To Kanopy 03/05	(61.00)	BILLPAY
DEBIT	3/5/2026	Online Payment 28317901885 To JOSEPH J KOWALL, SR 03/05	(260.00)	BILLPAY
DEBIT	3/5/2026	Online Payment 28317892538 To JOSEPH J KOWALL, SR 03/05	(2,210.00)	BILLPAY
DEBIT	3/5/2026	Online Payment 28317881852 To GREENWALD DOHERTY 03/05	(6,237.00)	BILLPAY
DEBIT	3/5/2026	Online Payment 28317866345 To CARDMEMBER SERVICE 03/05	(577.91)	BILLPAY
DEBIT	3/4/2026	SERVICE CHARGES FOR THE MONTH OF FEBRUARY	(131.70)	FEE_TRANSACTION
DEBIT	3/4/2026	ORIG CO NAME:9102716322 ORIG ID:9716322001 DESC DATE:260304 CO ENTRY DESCR:CONS COLL	(644.66)	ACH_DEBIT
DEBIT	3/2/2026	Online ACH Payment 11209246636 To SusanWade (#####0178)	(5,500.00)	ACH_PAYMENT
DEBIT	3/2/2026	Basic Online Payroll Payment 11209248085 to #####3325	(202.90)	BASIC_PAYROLL
DEBIT	3/2/2026	Basic Online Payroll Payment 11209246637 to #####2214	(202.90)	BASIC_PAYROLL
DEBIT	3/2/2026	Basic Online Payroll Payment 11209248084 to #####7906	(202.90)	BASIC_PAYROLL
DEBIT	3/2/2026	Basic Online Payroll Payment 11209248086 to #####7906	(202.90)	BASIC_PAYROLL
DEBIT	3/2/2026	Basic Online Payroll Payment 11209203068 to #####0031	(84.00)	BASIC_PAYROLL
CREDIT	3/2/2026	ORIG CO NAME:NYCLASS ORIG ID:1133914966 DESC DATE: CO ENTRY DESCR:NYCLASS SEC:CC	30,000.00	ACH_CREDIT



JPMorgan Chase Bank, N.A.
 P O Box 44959
 Indianapolis, IN 46244-4959

February 28, 2026 through March 31, 2026
 Primary Account: [REDACTED]

CUSTOMER SERVICE INFORMATION

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

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 PORT JERVIS FREE LIBRARY
 138 PIKE STREET
 PORT JERVIS NY 12771



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CONSOLIDATED BALANCE SUMMARY

ASSETS	ACCOUNT	BEGINNING BALANCE THIS PERIOD	ENDING BALANCE THIS PERIOD
Checking & Savings			
Chase Platinum Business Checking	[REDACTED]	\$8,659.37	\$39,792.64
Chase Business Premier Savings	[REDACTED]	1,997.96	1,997.99
Total		\$10,657.33	\$41,790.63
TOTAL ASSETS		\$10,657.33	\$41,790.63

CHASE PLATINUM BUSINESS CHECKING

PORT JERVIS FREE LIBRARY Account Number: [REDACTED]

CHECKING SUMMARY

	INSTANCES	AMOUNT
Beginning Balance		\$8,659.37
Deposits and Additions	7	166,035.05
Checks Paid	2	-10,160.00
Electronic Withdrawals	117	-124,610.08
Fees	1	-181.70
Ending Balance	127	\$39,792.64

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

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

Please Note:
THE FUND WILL BE CLOSED APRIL 3RD IN OBSERVANCE OF GOOD FRIDAY

Activity Summary () General Account

3/1/2026 - 3/31/2026

Investment Pool Summary	NYCLASS
Beginning Market Balance	\$2,152,635.96
Dividends YTD	\$18,973.33
Dividends	\$6,176.19
Purchases	\$0.00
Redemptions	(\$165,000.00)
Ending Market Balance	\$1,993,812.15
Average Monthly Rate	3.533%
NAV / Share Price	1.00
Total	\$1,993,812.15
Total Fixed Income	\$0.00
Account Total	\$1,993,812.15

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



NYCLASS Monthly Statement
Port Jervis Free Library

Please Note:
THE FUND WILL BE CLOSED APRIL 3RD IN OBSERVANCE OF GOOD
FRIDAY

Activity Summary  Harrison-Thune

3/1/2026 - 3/31/2026

	NYCLASS
Investment Pool Summary	
Beginning Market Balance	\$8,175.06
Dividends YTD	\$71.78
Dividends	\$24.56
Purchases	\$0.00
Redemptions	\$0.00
Ending Market Balance	\$8,199.62
Average Monthly Rate	3.5339%
NAV / Share Price	1.00
Total	\$8,199.62
Total Fixed Income	\$0.00
Account Total	\$8,199.62

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

DIRECTOR'S REPORT
MAY 2026

STAFF

- Library Clerk Stacy Joegle began full-time work on May 1.
- Library Clerk (PT) Matthew Conklin resigned on April 29.
- I held my first all-staff meeting on April 24.

BUILDING & GROUNDS

- P&N Alarm performed their annual building safety inspection on May 6. All of our smoke alarms and other safety equipment tested normal.
- The Artful Gardeners Club will wait until autumn to have the cherry tree pruned.
- Bay State Books emptied all three of their donation bins on May 5.

COLLECTION & SERVICES

- The 2025 Annual Report was submitted to RCLS on April 13 and now needs to be approved by our Board.
- As part of our IT maintenance agreement with RCLS, six staff and public computers were upgraded with new equipment on May 11.

BUDGET AND ELECTIONS

- The bookkeeper and I prepared a draft budget for FY26/27 and presented it to the Board on May 6.
- Three trustee candidates returned their signed petitions, and the School District is validating them.
- I contacted the Board of Elections in both Orange and Sullivan Counties to request their voter rolls.

MEETINGS ATTENDED

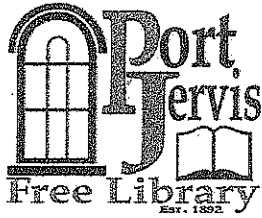
4/15 Alex Carver-RCLS
4/30 Robert Eurich

Program Statistics for April 2026

Date	Topic	Attendance/ Participation	Notes
Mondays	Maker Mondays	32	5 Sessions; all ages
Saturdays	Lego Free Build	2	3 sessions; all ages
Wednesdays	Toddler Story Time	18 kids + 22 adults	5 Sessions; Ages 0-3 Stories, songs, interactive activities
Wednesdays	Pre-K Story Time	6 kids + 5 adults	5 Sessions; Ages 3-5 Stories, songs, interactive activities
First Friday	Sensory PreK Play Day	0	Open play time for toddlers & preschoolers, with a focus on sensory-based activities
Fridays	PreK Play Day	5 kids + 1 adults	4 Sessions; Open play time for toddlers & preschoolers
Apr 7 & 21	Baby Sip Circle	1	An informal support group for new parents, in collaboration with the Orange County Health Dept.
Apr 2	Sticker Social	4	A sticker-swapping social program for ages 6 - 10
Apr 2	Kids Book Share	5 kids + 2 adults	Kids share & recommend their favorite books. Ages 8 and up.
Apr 7	STEM Marble Coasters	4	Children designed & built marble roller coasters. Ages 8 - 14
Apr 10	Who Was....?	4 kids + 3 adults	An introduction to overlooked people in history who made a difference using picture books. For homeschool kids, ages 8 & up
Apr 10	Paint a Pet Rock	2	Craft program for kids ages 8-17
Apr 14	Story & a Snack: Strawberries	5	Story & food-related activity for ages 4 - 8
Apr 17	Bling Your Book	3	Craft program for kids ages 8-17
Apr 20	Improv	10	Interactive program for ages 8-14
Apr 21	Story & a Craft: Robots	4	For ages 4 - 8
Apr 24	Paper Airplanes	4 kids + 3 adults	Which design flies best? For homeschool kids, ages 8 & up.
Apr 28	Story & a Craft: Birds	4	For ages 4 - 8
Apr 29	Improv	5	Interactive program for ages 8-14
Apr 23	Charm Art	5	Craft program for teens
Apr 20	Beaded Succulents	2 teens + 11 adults	Craft program for teens & adults
All month	Can You Find...?	11	A self-guided scavenger hunt throughout the Children's Room. All ages.
All month	Silly Eggs	356 participants: 204 on first floor 152 second floor	All ages. Plastic eggs containing jokes, fun facts, haiku and riddles were hidden around the library. Patrons received a piece of candy if they found one.
All month	Peeps Diorama Activity	5 entries	All ages. Patrons created literature-based dioramas using Peeps candy as the characters.
Apr 3	Friendship Bracelet Friday	9 kids + 4 adults	Craft program for all ages. 2 sessions
Apr 8	Seaweed Chip Tasting	4 kids + 1 adult	A food sampling program. All ages.
Apr 13	Titanic-themed Event	1 kid + 1 adult	Activities & discussion about the Titanic. All ages.
Apr 24	Letter Writing Social	4 kids + 3 adults	A social time to write letters. All ages.
Apr 13 & 17	Spring Zines	8 kids + 5 adults	2 nd & 3 rd sessions of a series. Patrons created, reproduced, and shared mini books. All ages.

Program Statistics for April 2026

Apr 17	Homeschool Meetup	3 adults	Informal meeting with homeschooling families. Aimed at parents but children are welcome.
All month	Adult Take & Makes	4	Craft activities for adults to take home to do.
Thursdays	Fiber Crafts	85	Adult program. 6 Sessions
Apr 1	Art & Audio	2	Adult program. Make a craft while listening to a short story.
2 nd & 4 th Mondays	Write Now	6	A writing group for ages 16 through adult. 2 sessions
Apr 3	Drop-By Drop Spindle Meetup	8	Adult program. Spinning yarn using drop spindles.
Apr 9	Women's Book Discussion	3	Adult program
Apr 15	Genealogy Workshop	5	Adult program
Apr 8	Tea Tasting	8	Adult program
Apr 18	Saturday Fiber Crafts	6	Adult program
Apr 16	Bullet Journal Workshop	1	Adult program
Apr 9	Paint & Sip	8	Adult craft program
Apr 14	Felted Eggs	2	Adult craft program
Apr 21	Book Share	8	Patrons share & recommend their favorite books. Adults
Apr 30	Quilt Collage Flowers	2	Adult craft program
Tuesday nights	Al Anon	56	Outside Group, 4 sessions
Thursday afternoons	Mahjong	9	Outside Group, 2 sessions
Apr 23	Artful Gardeners	17	Outside Group, 1 session
Apr 20, 21, 27, & 29	Cornell Tabling Event	unknown	Outside Group, 4 sessions



PJFL LIBRARY TRUSTEE ETHICS STATEMENT

Public library Trustees are accountable for the resources of the library as well as to see that the library provides the best possible service to its community.

Every Trustee makes a personal commitment to contribute the time and energy to faithfully carry out his/her duties and responsibilities effectively and with absolute truth, honor and integrity.

- Trustees shall respect the opinions of their colleagues and not be critical or disrespectful when they disagree or oppose a viewpoint different than their own.
- Trustees shall comply with all the laws, rules and regulations that apply to them and to their library.
- Trustees, in fulfilling their responsibilities, shall not be swayed by partisan interests, public pressure or fear of criticism.
- Trustees shall not engage in discrimination of any kind and shall uphold library patrons' rights to privacy in the use of library resources.
- Trustees must distinguish clearly in their actions and statements between their personal philosophies and attitudes and those of the library, acknowledging and supporting the formal position of the Board even if they disagree.
- Trustees must respect the confidential nature of library business and not disclose such information to anyone. Trustees must also be aware of and in compliance with Freedom of Information laws
- Trustees must avoid situations in which personal interests might be served or financial benefits gained as a result of their position or access to privileged library information, for either themselves or others.
- A Trustee shall immediately disqualify him/herself whenever the appearance of or a conflict of interest exists.
- Trustees shall not use their position to gain unwarranted privileges or advantages for themselves or others from the library or from those who do business with the library.
- Trustees shall not interfere with the management responsibilities of the director or the supervision of library staff.
- Trustees shall support the efforts of librarians in resisting censorship of library materials by groups or individuals.

Signature _____ Date _____

Approved by the Port Jervis Free Library Board of Directors ____, 2026

PORT JERVIS FREE LIBRARY			
PROPOSED BUDGET FISCAL YEAR 2026/27			
INCOME	2025/26 budget	changes	2026/27 budget
BOOK SALES	\$ 3,000	\$ 1,000	\$ 4,000
FINES	750	-	750
NON-RESIDENT FEES	1,000	-	1,000
COPIER FEES	9,338	162	9,500
GIFTS	300	(300)	-
LIBRARY MERCHANDISE	-	-	-
LOCAL PUBLIC FUNDS OLA	3,000	-	3,000
STATE AID LLSA	-	5,500	5,500
RCLS GRANTS and STATE AID THROUGH RCLS/BULLET AID	10,000	-	10,000
INTEREST	53,500	1,500	55,000
REAL PROPERTY TAX	1,232,269	-	1,232,269
USE OF FUND BALANCE	101,000	85,013	186,013
TOTAL INCOME	\$ 1,414,157	\$ 92,875	\$ 1,507,032

PORT JERVIS FREE LIBRARY			
PROPOSED BUDGET FISCAL YEAR 2026/27			
EXPENSES	2025/26 budget	changes	2026/27 budget
SALARIES FT	\$ 180,000	\$ 87,000	\$ 267,000
SALARIES PT	232,800	-	232,800
SALARIES DIRECTOR	110,000	33,250	143,250
SALARIES MAINTENANCE	55,185	1,700	56,885
BOARD REPORTING	1,827	1,000	2,827
EMPLOYER SOCIAL SECURITY	45,000	-	45,000
EMPLOYER MEDICARE	9,250	1,300	10,550
BOOKS - ADULT	25,000	-	25,000
BOOKS - CHILD	7,000	-	7,000
BOOKS - FRIENDS (25% of sales)	1,300	(300)	1,000
PERIODICALS/SUBSCRIPTIONS	13,000	-	13,000
AUDIO - ADULT	4,500	-	4,500
VIDEO - ADULT	4,650	-	4,650
VIDEO - CHILD	1,500	(750)	750
RCLS INTEGRATED LIBRARY SERV	44,000	-	44,000
COMPUTER EQPT	20,000	-	20,000
LIBRARY SUPPLIES	10,000	-	10,000
INS.-FIRE & LIAB.	30,000	-	30,000
INS.-WRKMS COMP/UNEMPLOYMENT	6,500	-	6,500
INS.-DISABILITY	1,500	-	1,500
ELECTRICITY	17,000	-	17,000
GAS	6,000	-	6,000
WATER	2,000	-	2,000
TELEPHONE	6,000	-	6,000
JANITOR SUPPLIES	6,000	-	6,000
BUILDING MTNC	39,977	(2,000)	37,977
BUILDING IMPROVEMENTS	36,218	(3,000)	33,218
COPIER MAINTENANCE	7,000	(1,000)	6,000
MICROFILM MAINTENANCE	750	-	750
CIVIL SERVICE FEES	4,500	-	4,500
PROFESSIONAL SERVICES	131,000	(16,750)	114,250
HUB	1,000	-	1,000
BOOKKEEPING	68,000	(2,000)	66,000
ADVERTISING	500	-	500
CONFERENCES	700	-	700
DUES	200	-	200
POSTAGE	2,500	-	2,500
PROGRAMS - ADULT	6,000	-	6,000
PROGRAMS - CHILDREN & TEENS	5,000	-	5,000
HEALTH INSURANCE	130,000	50,825	180,825
RETIREMENT	60,000	5,000	65,000
LIBRARY ELECTION	1,000	600	1,600
ELEVATOR MAINTENANCE	6,500	8,000	14,500
HISTORICAL PRESERVATION	500	-	500
SECURITY SERVICES	70,000	(70,000)	-
SECURITY SYSTEM MONITORING	2,800	-	2,800
TOTAL EXPENSES	\$ 1,414,157	\$ 92,875	\$ 1,507,032