

Minutes of the Port Jervis Free Library Board of Trustees
September 9, 2025
6:00 PM

Present: Dolores Carnosa, Carl Hendrick, Curran Koehler, Valerie Maginsky, Dick Roberts
(Liz Miller excused)

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

II Public Comment – agenda - none

III Minutes

Dick made a motion, seconded by Valerie, to approve the minutes from the August 12, 2025 meeting. Unanimously carried. (Dolores abstained from the vote.)

IV Correspondence - none

V Approval of Statistics and Financial Reports

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

VI Director's Report

Dick made a motion, seconded by Valerie, to approve the September 2025 Director's Report as submitted. Unanimously passed.

VII Unfinished Business

- A Zoom meeting for the Strategic Plan was conducted on September 8. The next meeting is scheduled for October 6.
- FLEA and Board representatives met on August 6 and August 20 regarding contract negotiations and will meet again at a time to be determined.
- The Director stated that a 4th bid is expected for the security cameras and recommended that a decision be put on hold pending the results of the security assessment (See New Business), especially since Atlas Security has a CCTV team.
- *Valerie made a motion, seconded by Dolores, to appoint Echo Cherry to the position of full-time "provisional" Library Clerk, pending eligibility to be determined following a yet to be given civil service examination, at an hourly rate of \$17.75 per hour, effective September 8, 2025, with a probationary period of six (6) months, to begin with date of appointment.* The Civil Service Secretary informed the Director that a provisional appointment can be made to the vacancy, and an exam will be given in November, as discussed. *Unanimously passed.*
- *Dick made a motion, seconded by Valerie, to award the bid for auto-adjusting valve thermometers for radiators to J. Cheshire & Sons Plumbing, Heating & Electric in the amount of \$23,000.* The Director stated (and included in his written report) "Due to a lack

of bids and with the oncoming colder season, I would recommend this as an emergency fix to begin as soon as possible with the only current bid." The work will include installation of 18 thermometers from units to walls, to operate each unit separately, as well as draining boiler and refilling with new cleaner. ***Unanimously passed.***

VIII New Business

- The Board is in receipt of an email dated August 29, wherein the Director stated: "*I recommend we look at retaining the services of a security consultant...*" to conduct an assessment of the library environment. To this end Curran reached out to Chief Worden to see if this is something he'd undertake as the Department has previously done at the Library and is doing for other entities in the City. The Director reported follow-up contact with the Chief indicated they'd be out later this week to perform the assessment. Curran stated PO Kyle was out for initial contact and will follow up. The Director noted he was in touch with Atlas Security, and they will be out for an initial walk through to include CCTV. Curran concluded by adding that because of recent events he recommends the assessment.
- Carl stated there is a need for a special meeting to be held on Friday, September 12, 2025 at 3:30 PM and further information will be posted on the website on Wednesday, September 10.

IX Public Comment

Daniel Schaaf spoke and made reference to the approval of the Engagement Letter at the last meeting, noting it appeared to be necessitated by an investigation. He noted the retention of an attorney would be an added cost and questioned the nature of the investigation. He also opined the position of Treasurer and Bookkeeper were occupied by the same individual and suggested it be manned by separate people.

X Next Meeting

- The next regularly scheduled meeting will be held on Tuesday, October 14, 2025 at 6:00 PM.
- A special meeting will be held on Friday, September 12, 2025 at 3:30 PM.

XI Adjournment

Dick made a motion, seconded by Dolores, to adjourn the meeting at 6:24 PM. Unanimously passed.

Respectfully Submitted,
Susan Wade, Board Clerk

Port Jervis Free Library
September 12, 2025 – Special Meeting
3:30 PM

Present: Carl Hendrick, Curran Koehler, Valerie Maginsky, Dick Roberts
Excused: Dolores Carnosa, Liz Miller

I Call to Order/Pledge of Allegiance – The meeting was called to order at 3:30 PM.

II Public Comment: Agenda Items Only – None

III Old Business

Dick made a motion, seconded by Dick, to appoint Austin Curreri to the position of part-time Library Clerk at an hourly rate of \$16.50 per hour, effective September 15, 2025, with a maximum of 19 hours per week and a probationary period of six (6) months, to begin with the date of hire. Carl, Valerie and Dick all voted in the affirmative.

IV New Business – Engagement letter

V Executive Session

Valerie made a motion, seconded by Dick, to move into executive session at 3:34 PM to discuss the employment relationship of a particular person. Carl, Valerie and Dick all voted in the affirmative.

Dick made a motion, seconded by Valerie, to come out of executive session at 3:34 PM. Carl, Valerie and Dick all voted in the affirmative.

Valerie made a motion, seconded by Dick, to authorize the President of the PJFL to execute the Engagement Letter and Fee Arrangement with Strategy, People, Culture LLC (circulated with the agenda) to perform the investigation related to the employment relationship of a particular person, that was discussed in executive session. Carl, Valerie and Dick all voted in the affirmative.

VI Public Comment – None

VII Adjourn

Dick made a motion, seconded by Valerie, to adjourn the meeting at 3:38 PM. Carl, Valerie and Dick all voted in the affirmative.

Next Meeting: Tuesday, October 14, 2025 @ 6 PM.

Respectfully submitted,
Susan Wade, Board Clerk

Port Jervis Free Library
Balance Sheet
As of August 31, 2025

	<u>Aug 31, 25</u>
ASSETS	
Current Assets	
Checking/Savings	
Cash Exchange	300.00
1005 · NYLAF	1,480,939.20
1006 · CHASE CHECKING	80,646.59
1007 · Chase Savings	1,997.77
1008 · NYLAF - Harrison Thune	8,023.08
Total Checking/Savings	<u>1,571,906.64</u>
Total Current Assets	<u>1,571,906.64</u>
TOTAL ASSETS	<u>1,571,906.64</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	32,785.28
Total Accounts Payable	<u>32,785.28</u>
Other Current Liabilities	
2200 · Federal Withholding Tax Paya...	-1,976.00
2210 · Social Security Tax Payable	-3,002.20
2212 · Medicare Withholding Tax Pay...	-702.14
2220 · NYS Withholding Tax	-943.98
2230 · NYS Retirement	12,320.46
2233 · Deferred comp withheld	0.46
Total Other Current Liabilities	<u>5,696.60</u>
Total Current Liabilities	<u>38,481.88</u>
Total Liabilities	38,481.88
Equity	
Fund Balance - Assigned	73,155.00
Fund Balance - Restricted	7,250.00
Fund Balance - Unassigned	474,730.24
3900 · Retained Earnings	1,195,148.34
Net Income	-216,858.82
Total Equity	<u>1,533,424.76</u>
TOTAL LIABILITIES & EQUITY	<u>1,571,906.64</u>

11:46 AM

10/02/25

Accrual Basis

**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	301,336.25	1,232,269.00	-930,932.75	24.5%
Charges for Services				
4000 · Book Sales	1,049.96	3,000.00	-1,950.04	35.0%
4001 · Fines	193.43	750.00	-556.57	25.8%
4002 · NonResident Fees	600.00	1,000.00	-400.00	60.0%
4003 · Copier Fees	2,803.10	9,338.00	-6,534.90	30.0%
Total Charges for Services	4,646.49	14,088.00	-9,441.51	33.0%
Miscellaneous				
4004 · Gifts	211.50	300.00	-88.50	70.5%
4008 · Library Merchandise	76.90	0.00	76.90	100.0%
Total Miscellaneous	288.40	300.00	-11.60	96.1%
Operating Grants				
4023 · Local Public Funds OLA	0.00	3,000.00	-3,000.00	0.0%
4025 · State Aid LLSA	4,955.00	0.00	4,955.00	100.0%
4026 · RCLS Grnts & St. Aid thru RCLS	0.00	10,000.00	-10,000.00	0.0%
Total Operating Grants	4,955.00	13,000.00	-8,045.00	38.1%
Interest Income	11,438.25	53,500.00	-42,061.75	21.4%
4060 · Use of Fund Balance	0.00	101,000.00	-101,000.00	0.0%
Total Income	322,664.39	1,414,157.00	-1,091,492.61	22.8%
Gross Profit	322,664.39	1,414,157.00	-1,091,492.61	22.8%
Expense				
Personal Services				
6000 · Salaries Clerical FT	48,221.02	180,000.00	-131,778.98	26.8%
6001 · Salaries Clerical PT	62,233.31	232,800.00	-170,566.69	26.7%
6003 · Salaries Maintenance	14,425.60	55,185.00	-40,759.40	26.1%
Total Personal Services	124,879.93	467,985.00	-343,105.07	26.7%
Contractual				
6005 · Board Reporting	120.00	1,827.00	-1,707.00	6.6%
6030 · Books	2,856.90	25,000.00	-22,143.10	11.4%
6031 · Books Children	954.34	7,000.00	-6,045.66	13.6%
6032 · Book Friends	0.00	1,300.00	-1,300.00	0.0%
6035 · Periodicals	3,237.04	13,000.00	-9,762.96	24.9%
6038 · Audio Adult	1,369.72	4,500.00	-3,130.28	30.4%
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	9,863.50	44,000.00	-34,136.50	22.4%
6045 · Computer Eqpt/Software	208.05	20,000.00	-19,791.95	1.0%
6002 · Salaries Director	18,490.50	110,000.00	-91,509.50	16.8%
6050 · Library Supplies	7,395.75	10,000.00	-2,604.25	74.0%
6055 · Ins/Fire, Liab, Comp	28,560.04	30,000.00	-1,439.96	95.2%
6060 · Utilities Electricity	3,130.05	17,000.00	-13,869.95	18.4%
6061 · Utilities Gas	85.34	6,000.00	-5,914.66	1.4%
6062 · Utilities Water	0.00	2,000.00	-2,000.00	0.0%
6065 · Utilities Telephone/Internet	1,297.02	6,000.00	-4,702.98	21.6%
6070 · Building Janitorial Supp	1,211.30	6,000.00	-4,788.70	20.2%
6071 · Building Maintenance	3,593.27	39,977.00	-36,383.73	9.0%
6072 · Building Improvements	13,634.02	36,218.00	-22,583.98	37.6%
6075 · Copier Maintenance	845.94	7,000.00	-6,154.06	12.1%
6081 · Microfilm	0.00	750.00	-750.00	0.0%
6086 · Professional Services	54,716.05	131,000.00	-76,283.95	41.8%
6087 · HUB	973.08	1,000.00	-26.92	97.3%
6088 · Bookkeeping	16,500.00	68,000.00	-51,500.00	24.3%
6090 · Advertising	0.00	500.00	-500.00	0.0%
6095 · Conferences	206.00	700.00	-494.00	29.4%
6100 · Dues	210.00	200.00	10.00	105.0%
6120 · Postage	219.06	2,500.00	-2,280.94	8.8%
6125 · Programs	464.91	6,000.00	-5,535.09	7.7%
6126 · Programs Children	1,166.74	5,000.00	-3,833.26	23.3%
6133 · Library Election	0.00	1,000.00	-1,000.00	0.0%
6134 · Elevator	4,600.35	6,500.00	-1,899.65	70.8%
6135 · Historical Preservation	0.00	500.00	-500.00	0.0%
6137 · Security System	375.00	2,800.00	-2,425.00	13.4%
6138 · Security Services	0.00	70,000.00	-70,000.00	0.0%
Contractual - Other	320.00			
Total Contractual	176,868.36	689,422.00	-512,553.64	25.7%

11:46 AM

10/02/25

Accrual Basis

Port Jervis Free Library
Profit & Loss Budget vs. Actual

July 2025 through June 2026

	Jul '25 - Jun 26	Budget	\$ Over Budget	% of Budget
Employee Benefits				
6010 · Employer Social Security	8,888.98	45,000.00	-36,111.02	19.8%
6015 · Employer Medicare	2,078.90	9,250.00	-7,171.10	22.5%
6056 · Insurance Wkms Comp	0.00	6,500.00	-6,500.00	0.0%
6057 · Insurance Disability	0.00	1,500.00	-1,500.00	0.0%
6085 · Civil Service	0.00	4,500.00	-4,500.00	0.0%
6131 · Benefits Health Ins	35,149.51	130,000.00	-94,850.49	27.0%
6132 · Benefits Retirement	0.00	60,000.00	-60,000.00	0.0%
Total Employee Benefits	46,117.39	256,750.00	-210,632.61	18.0%
Total Expense	347,865.68	1,414,157.00	-1,066,291.32	24.6%
Net Ordinary Income	-25,201.29	0.00	-25,201.29	100.0%
Net Income	-25,201.29	0.00	-25,201.29	100.0%

Port Jervis Free Library
Payroll Summary
August 2025

Employee Wages, Taxes and Adjustments									
	Hours	Rate	Aug 25	Hours	Rate	Aug 25	Hours	Rate	Aug 25
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	47	32.51	1,527.97	73.75	16.50	1,216.88	23	16.50	379.50
retroactive pay FT			0.00			0.00			0.00
Total Gross Pay	47		1,527.97	73.75		1,216.88	23		379.50
Deductions from Gross Pay									
Health Insurance			0.00			0.00			0.00
Retirement			0.00			0.00			-17.08
Total Deductions from Gross Pay			0.00			0.00			-17.08
Adjusted Gross Pay	47		1,527.97	73.75		1,216.88	23		362.42
Taxes Withheld									
Federal Withholding			-338.00			-6.00			0.00
Medicare Employee			-22.15			-17.64			-5.50
Social Security Employee			-94.73			-75.45			-23.53
NY - Withholding			-66.40			-25.98			0.00
Medicare Employee Adcl Tax			0.00			0.00			0.00
Total Taxes Withheld			-521.28			-125.07			-29.03
Net Pay	47		1,006.69	73.75		1,091.81	23		333.39
Employer Taxes and Contributions									
Medicare Company			22.15			17.64			5.50
Social Security Company			94.73			75.45			23.53
NY - Unemployment			0.00			0.00			0.00
NY - MCTMT (Transit Tax)			0.00			0.00			0.00
Total Employer Taxes and Contributions			116.88			93.09			29.03

Port Jarvis Free Library
Payroll Summary
August 2025

Employee Wages, Taxes and Adjustments									
	Aug 25	Hours	Rate	Aug 25	Hours	Rate	Aug 25	Hours	Rate
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 M/TNC	0.00			0.00			0.00		
Salaries and Wages PT	1,256.23	23	16.75	385.25	43.75	16.50	721.88	68.5	18.95
retroactive pay FT	0.00			0.00			0.00		
Total Gross Pay	1,256.23	23		385.25	43.75		721.88	68.5	
Deductions from Gross Pay									
Health Insurance	0.00			0.00			0.00		
Retirement	-37.68			-11.56			0.00		
Total Deductions from Gross Pay	-37.68			-11.56			0.00		
Adjusted Gross Pay	1,218.55	23		373.69	43.75		721.88	68.5	
Taxes Withheld									
Federal Withholding	-72.00			0.00			0.00		
Medicare Employee	-18.22			-5.58			-10.47		
Social Security Employee	-77.89			-23.89			-44.75		
NY - Withholding	-58.11			0.00			-9.41		
Medicare Employee Addl Tax	0.00			0.00			0.00		
Total Taxes Withheld	-226.22			-29.47			-64.63		
Net Pay	992.33	23		344.22	43.75		657.25	68.5	
Employer Taxes and Contributions									
Medicare Company	18.22			5.58			10.47		
Social Security Company	77.89			23.89			44.75		
NY - Unemployment	0.00			0.00			0.00		
NY - MCTMT (Transit Tax)	0.00			0.00			0.00		
Total Employer Taxes and Contributions	96.11			29.47			55.22		

Port Jervis Free Library
Payroll Summary
August 2025

Employee Wages, Taxes and Adjustments									
	Rate	Aug 25	Hours	Rate	Aug 25	Hours	Rate	Aug 25	Hours
Gross Pay									
Salaries and Wages Director		0.00			0.00	20	264.15	5,283.00	0.00
Salaries and Wages FT		0.00			0.00			0.00	0.00
Salaries and Wages INTNC		0.00			0.00			0.00	0.00
Salaries and Wages PT	16.50	891.00	76	28.54	2,169.04			0.00	67.5
retroactive pay FT		0.00			0.00			0.00	31.01
									2,093.18
									0.00
Total Gross Pay		891.00	76		2,169.04	20		5,283.00	67.5
									2,093.18
Deductions from Gross Pay									
Health Insurance		0.00			0.00			-295.90	0.00
Retirement		0.00			0.00			-237.74	-62.80
Total Deductions from Gross Pay		0.00			0.00			-533.64	-62.80
Adjusted Gross Pay		891.00	76		2,169.04	20		4,749.36	67.5
									2,030.38
Taxes Withheld									
Federal Withholding		-40.00			-182.00			-464.00	-196.00
Medicare Employee		-12.92			-31.45			-76.60	-30.35
Social Security Employee		-55.24			-134.48			-327.54	-129.78
NY - Withholding		-12.88			-75.30			-233.48	-83.67
Medicare Employee Adcl Tax		0.00			0.00			0.00	0.00
Total Taxes Withheld		-121.04			-423.23			-1,101.62	-439.80
Net Pay		769.96	76		1,745.81	20		3,647.74	67.5
									1,590.58
Employer Taxes and Contributions									
Medicare Company		12.92			31.45			76.60	30.35
Social Security Company		55.24			134.48			327.54	129.78
NY - Unemployment		0.00			0.00			0.00	0.00
NY - IMCTMT (Transit Tax)		0.00			0.00			0.00	0.00
Total Employer Taxes and Contributions		68.16			165.93			404.14	160.13

Port Jervis Free Library Payroll Summary August 2025

	Hours	Rate	Aug 25	Hours	Rate	Aug 25	Hours	Rate	Aug 25	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	114	18.00	2,052.00			0.00		
Salaries and Wages MTNC			0.00			0.00			0.00		
Salaries and Wages PT	57	20.77	1,183.89			0.00	62.25	16.50	1,027.13	28	33.77
retroactive pay FT			0.00			0.00			0.00		
Total Gross Pay	57		1,183.89	114		2,052.00	62.25		1,027.13	28	
Deductions from Gross Pay											
Health Insurance			0.00			-295.90			0.00		
Retirement			0.00			-61.56			0.00		
Total Deductions from Gross Pay			0.00			-357.46			0.00		
Adjusted Gross Pay	57		1,183.89	114		1,694.54	62.25		1,027.13	28	
Taxes Withheld											
Federal Withholding			-5.00			-87.00			0.00		
Medicare Employee			-17.17			-29.75			-14.89		
Social Security Employee			-73.41			-127.23			-63.68		
NY - Withholding			-24.65			-65.60			-12.16		
Medicare Employee Addl Tax			0.00			0.00			0.00		
Total Taxes Withheld			-120.23			-309.58			-90.73		
Net Pay	57		1,063.66	114		1,384.96	62.25		936.40	28	
Employer Taxes and Contributions											
Medicare Company			17.17			29.75			14.89		
Social Security Company			73.41			127.23			63.68		
NY - Unemployment			0.00			0.00			0.00		
NY - MCTMT (Transit Tax)			0.00			0.00			0.00		
Total Employer Taxes and Contributions			90.58			156.98			78.57		

Port Jervis Free Library
Payroll Summary
August 2025

Employee Wages, Taxes and Adjustments									
	Aug 25	Hours	Rate	Aug 25	Hours	Rate	Aug 25	Hours	Rate
Gross Pay									
Salaries and Wages Director	0.00			0.00			0.00		0.00
Salaries and Wages FT	0.00	140	22.65	3,171.00			0.00		0.00
Salaries and Wages M/TNC	0.00			0.00			0.00		0.00
Salaries and Wages PT	945.56			0.00	48	16.50	792.00	44	16.75
retroactive pay FT	0.00			0.00			0.00		0.00
Total Gross Pay	945.56	140		3,171.00	48		792.00	44	
Deductions from Gross Pay									
Health Insurance	0.00			-295.90			0.00		0.00
Retirement	0.00			-95.14			0.00		0.00
Total Deductions from Gross Pay	0.00			-391.04			0.00		0.00
Adjusted Gross Pay	945.56	140		2,779.96	48		792.00	44	
Taxes Withheld									
Federal Withholding	-56.00			-292.00			0.00		0.00
Medicare Employee	-13.71			-45.98			-11.49		-10.68
Social Security Employee	-58.63			-196.60			-49.11		-45.69
NY - Withholding	-45.06			-125.18			-8.92		-51.40
Medicare Employee Addl Tax	0.00			0.00			0.00		0.00
Total Taxes Withheld	-173.40			-659.76			-69.52		-107.77
Net Pay	772.16	140		2,120.20	48		722.48	44	
Employer Taxes and Contributions									
Medicare Company	13.71			45.98			11.49		10.68
Social Security Company	58.63			196.60			49.11		45.69
NY - Unemployment	0.00			0.00			0.00		0.00
NY - MCTW/T (Transit Tax)	0.00			0.00			0.00		0.00
Total Employer Taxes and Contributions	72.34			242.58			60.60		56.37

Port Jervis Free Library
Payroll Summary
August 2025

	TOTAL		
	Hours	Rate	Aug 25
Employee Wages, Taxes and Adjustments			
Gross Pay			
Salaries and Wages Director	20.00		5,283.00
Salaries and Wages FT	534.00		12,977.60
Salaries and Wages MTNC	160.00		4,121.60
Salaries and Wages PT	855.50		18,054.29
retroactive pay FT			853.09
Total Gross Pay	1,569.50		41,289.58
Deductions from Gross Pay			
Health Insurance			-1,372.42
Retirement			-602.56
Total Deductions from Gross Pay			-1,974.98
Adjusted Gross Pay	1,569.50		39,314.60
Taxes Withheld			
Federal Withholding			-3,335.00
Medicare Employee			-598.67
Social Security Employee			-2,559.97
NY - Withholding			-1,522.74
Medicare Employee Addl Tax			0.00
Total Taxes Withheld			-8,016.38
Net Pay	1,569.50		31,298.22
Employer Taxes and Contributions			
Medicare Company			598.67
Social Security Company			2,559.97
NY - Unemployment			0.00
NY - MCTMT (Transit Tax)			0.00
Total Employer Taxes and Contributions			3,158.64

Port Jervis Free Library
Chase Checking account activity
August 16 to September 15, 2025

Details	Posting Date	Description	Amount	Type
CREDIT	10/2/2025	DEPOSIT	1,724.01	MISC_CREDIT
CREDIT	10/2/2025	DEPOSIT	301,336.25	MISC_CREDIT
CREDIT	10/2/2025	DEPOSIT	156.64	MISC_CREDIT
DEBIT	10/1/2025	Online Payment 26429014418 to Kanopy 10/01	(44.00)	BILLPAY
DEBIT	10/1/2025	Online Payment 26429868033 To RCLS 10/01	(79.44)	BILLPAY
DEBIT	10/1/2025	Online Payment 26424003986 To RCLS 10/01	(2,720.00)	BILLPAY
DEBIT	9/30/2025	Basic Online Payroll Payment 11189809967 to #####2214	(185.00)	BASIC_PAYROLL
DEBIT	9/30/2025	Basic Online Payroll Payment 11189809966 to #####7906	(185.00)	BASIC_PAYROLL
DEBIT	9/30/2025	Basic Online Payroll Payment 11189817625 to #####9692	(185.00)	BASIC_PAYROLL
DEBIT	9/30/2025	Basic Online Payroll Payment 11189817627 to #####3325	(185.00)	BASIC_PAYROLL
DEBIT	9/30/2025	Online ACH Payment 11189817626 To SusanMade (_#####0178)	(5,500.00)	ACH_PAYMENT
DEBIT	9/30/2025	ORIG CO NAME:JVS DTF WT ORIG ID:S146013200 DESC DATE: CO ENTRY DESCR:TAX PAYMNTSEC:CC	(721.09)	ACH_DEBIT
DEBIT	9/29/2025	Online Payment 26391400187 To Bachman Law Firm PLLC 09/29	(1,799.59)	BILLPAY
DEBIT	9/29/2025	Online Payment 26378433541 To PITNEY BOWES GLOBAL FINANCIAL SV 09/29	(219.06)	BILLPAY
DEBIT	9/29/2025	Online Payment 26371251104 To Tri State Paper and Cleaning 09/29	(466.45)	BILLPAY
DEBIT	9/29/2025	Online Payment 26371250384 To REGIONAL FOOD BANK OF NENY 09/29	(31.80)	BILLPAY
DEBIT	9/29/2025	Online Payment 26371249664 To Brodard Co 09/29	(42.62)	BILLPAY
DEBIT	9/29/2025	Online Payment 26371273537 To Baker and Taylor 09/29	(82.69)	BILLPAY
DEBIT	9/26/2025	ORIG CO NAME:JRS ORIG ID:3387702000 DESC DATE:092625 CO ENTRY DESCR:USATAXPYMTSEC:CC	(4,511.04)	ACH_DEBIT
CHECK	9/23/2025	CHECK 1185	(60.00)	CHECK_PAID
DEBIT	9/23/2025	Online ACH Payment 11188741818 To #####6097	(130.45)	ACH_PAYMENT
DEBIT	9/23/2025	Basic Online Payroll Payment 11188741819 to #####6640	(226.18)	BASIC_PAYROLL
DEBIT	9/23/2025	Online ACH Payment 11188749262 To #####6231	(236.64)	ACH_PAYMENT
DEBIT	9/23/2025	Basic Online Payroll Payment 11188741813 to #####7064	(236.65)	BASIC_PAYROLL
DEBIT	9/23/2025	Basic Online Payroll Payment 11188741820 to #####0782	(239.45)	BASIC_PAYROLL
DEBIT	9/23/2025	Online ACH Payment 11188749261 To #####1948	(243.81)	ACH_PAYMENT
DEBIT	9/23/2025	Basic Online Payroll Payment 11188741816 to #####9377	(248.78)	BASIC_PAYROLL
DEBIT	9/23/2025	Basic Online Payroll Payment 11188741810 to #####4522	(346.23)	BASIC_PAYROLL
DEBIT	9/23/2025	Basic Online Payroll Payment 11188741808 to #####0649	(386.08)	BASIC_PAYROLL
DEBIT	9/23/2025	Online ACH Payment 11188749266 To #####4789	(422.64)	ACH_PAYMENT
DEBIT	9/23/2025	Online ACH Payment 1118874925 To #####1730	(494.53)	ACH_PAYMENT
DEBIT	9/23/2025	Basic Online Payroll Payment 11188741809 to #####9748	(511.14)	BASIC_PAYROLL
DEBIT	9/23/2025	Basic Online Payroll Payment 11188741815 to #####1376	(556.83)	BASIC_PAYROLL
DEBIT	9/23/2025	Basic Online Payroll Payment 11188749260 to #####5734	(561.46)	BASIC_PAYROLL
DEBIT	9/23/2025	Basic Online Payroll Payment 11188741811 to #####1601	(739.14)	BASIC_PAYROLL
DEBIT	9/23/2025	Basic Online Payroll Payment 11188749257 to #####0031	(872.90)	BASIC_PAYROLL
DEBIT	9/23/2025	Basic Online Payroll Payment 11188741821 to #####9139	(961.14)	BASIC_PAYROLL
DEBIT	9/23/2025	Basic Online Payroll Payment 11188749258 to #####4263	(1,008.35)	BASIC_PAYROLL
DEBIT	9/23/2025	Basic Online Payroll Payment 11188749256 to #####0937	(1,060.10)	BASIC_PAYROLL
DEBIT	9/23/2025	Basic Online Payroll Payment 11188741814 to #####7671	(1,550.95)	BASIC_PAYROLL

DEBIT	9/23/2025	Basic Online Payroll Payment 1118741812 to #####2902	(1,768.57)	BASIC_PAYROLL
DEBIT	9/23/2025	Basic Online Payroll Payment 1118741817 to #####2173	(1,823.86)	BASIC_PAYROLL
CREDIT	9/22/2025	ORIG CO NAME:NYLAF ORIG ID:1113470543 DESC DATE: CO ENTRY DESCR:NYCLASS SEC:CCD TI	50,000.00	ACH_CREDIT
CHECK	9/19/2025	CHECK 1184	(3,750.00)	CHECK_PAID
DEBIT	9/12/2025	Online Payment 2620160823 To GREENWALD DOHERTY 09/12	(11,177.00)	BILLPAY
DEBIT	9/12/2025	Online Payment 26201606105 To GREENWALD DOHERTY 09/12	(8,316.00)	BILLPAY
DEBIT	9/12/2025	Online ACH Payment 11187709252 To Hartzog (_,###7014)	(10,705.00)	ACH_PAYMENT
DEBIT	9/12/2025	Online Payment 26195766542 To NY ST DEPT CIVIL SVC-AGENCY PMT 09/12	(11,901.17)	BILLPAY
DEBIT	9/12/2025	ORIG CO NAME:Equipment Financ ORIG ID:T411400571 DESC DATE:250911 CO ENTRY DESCR:OnlineInv SEI	(407.88)	ACH_DEBIT
CREDIT	9/12/2025	ORIG CO NAME:NYLAF ORIG ID:1113470543 DESC DATE: CO ENTRY DESCR:NYCLASS SEC:CCD TI	50,000.00	ACH_CREDIT
DEBIT	9/11/2025	Online Payment 26183671552 To Kanopy 09/11	(83.00)	BILLPAY
DEBIT	9/11/2025	Online Payment 2618356239 To TIME WARNER CABLE 09/11	(130.00)	BILLPAY
DEBIT	9/11/2025	Online Payment 26183565082 To TIME WARNER CABLE 09/11	(204.58)	BILLPAY
DEBIT	9/11/2025	Online Payment 26183545087 To ORANGE & ROCKLAND UTILITIES 09/11	(1,574.18)	BILLPAY
DEBIT	9/11/2025	Online Payment 26183543721 To Neversink Lumber Co. Inc 09/11	(55.79)	BILLPAY
DEBIT	9/11/2025	Online Payment 26183520350 To Frontier 09/11	(58.41)	BILLPAY
DEBIT	9/11/2025	Online Payment 26183535202 To Frontier 11182-4-09/11	(4.96)	BILLPAY
DEBIT	9/11/2025	Online Payment 26183608955 To Broadart Co 09/11	(63.53)	BILLPAY
DEBIT	9/11/2025	Online Payment 26183507669 To BLACKSTONE PUBLISHING 09/11	(443.39)	BILLPAY
DEBIT	9/11/2025	Online Payment 26183490891 To Baker and Taylor 09/11	(117.21)	BILLPAY
DEBIT	9/11/2025	Online Payment 26183489691 To Baker and Taylor 09/11	(512.62)	BILLPAY
DEBIT	9/11/2025	Online Payment 26183503312 To AMAZON CAPITAL SERVICES 09/11	(86.12)	BILLPAY
DEBIT	9/10/2025	ORIG CO NAME:NY S DTF WF ORIG ID:S148013200 DESC DATE: CO ENTRY DESCR:TAX PAYMNTSEC:CC	(699.79)	ACH_DEBIT
DEBIT	9/10/2025	ORIG CO NAME:IRS ORIG ID:3387702000 DESC DATE:091025 CO ENTRY DESCR:USATAXPYMTSEC:CC	(4,448.14)	ACH_DEBIT
DEBIT	9/10/2025	DEPOSIT ID NUMBER 664057	1,721.08	DEPOSIT
DEBIT	9/10/2025	DEPOSIT ID NUMBER 664056	5,005.00	DEPOSIT
DEBIT	9/9/2025	Online ACH Payment 11187156912 To Cheshire (_,#####5530)	(15,000.00)	ACH_PAYMENT
DEBIT	9/9/2025	Basic Online Payroll Payment 11187156909 to #####0937	(1,060.10)	BASIC_PAYROLL
DEBIT	9/9/2025	Basic Online Payroll Payment 11187156905 to #####7064	(238.15)	BASIC_PAYROLL
DEBIT	9/9/2025	Online ACH Payment 1118715691 (_,#####6097)	(338.75)	ACH_PAYMENT
DEBIT	9/9/2025	Basic Online Payroll Payment 11187156910 to #####9377	(358.11)	BASIC_PAYROLL
DEBIT	9/9/2025	Online ACH Payment 11187156915 (_,#####4789)	(480.94)	ACH_PAYMENT
DEBIT	9/9/2025	Basic Online Payroll Payment 11187156912 to #####1376	(540.55)	BASIC_PAYROLL
DEBIT	9/9/2025	Basic Online Payroll Payment 11187145862 to #####4263	(1,008.33)	BASIC_PAYROLL
DEBIT	9/9/2025	Online ACH Payment 11187156914 (_,#####1948)	(426.85)	ACH_PAYMENT
DEBIT	9/9/2025	Basic Online Payroll Payment 11187156908 to #####2902	(1,858.03)	BASIC_PAYROLL
DEBIT	9/9/2025	Basic Online Payroll Payment 11187156913 to #####3288	(83.80)	BASIC_PAYROLL
DEBIT	9/9/2025	Basic Online Payroll Payment 11187145865 to #####0649	(386.09)	BASIC_PAYROLL
DEBIT	9/9/2025	Basic Online Payroll Payment 11187156906 to #####4522	(460.71)	BASIC_PAYROLL
DEBIT	9/9/2025	Basic Online Payroll Payment 11187145869 to #####5734	(621.65)	BASIC_PAYROLL
DEBIT	9/9/2025	Basic Online Payroll Payment 11187145870 to #####0782	(168.38)	BASIC_PAYROLL
DEBIT	9/9/2025	Basic Online Payroll Payment 11187145864 to #####1601	(744.69)	BASIC_PAYROLL
DEBIT	9/9/2025	Basic Online Payroll Payment 11187156907 to #####9748	(547.78)	BASIC_PAYROLL
DEBIT	9/9/2025	Basic Online Payroll Payment 11187145863 to #####0031	(872.90)	BASIC_PAYROLL
DEBIT	9/9/2025	Online ACH Payment 1118714587 (_,#####6231)	(238.14)	ACH_PAYMENT

DEBIT	9/9/2025	Basic Online Payroll Payment 11187145871 to #####9139	(598.75)	BASIC_PAYROLL
DEBIT	9/9/2025	Basic Online Payroll Payment 11187145866 to #####7671	(1,550.95)	BASIC_PAYROLL
DEBIT	9/9/2025	Basic Online Payroll Payment 11187145868 to #####2173	(1,823.86)	BASIC_PAYROLL
CHECK	9/5/2025	CHECK 1181	(539.00)	CHECK_PAID
DEBIT	9/4/2025	SERVICE CHARGES FOR THE MONTH OF AUGUST	(130.35)	FEE_TRANSACTION
DEBIT	9/3/2025	ORIG CO NAME:Utica Mutual Ins ORIG ID:1222528268 DESC DATE:250902 CO ENTRY DESCR:CSR Pay SEC:	(28,021.04)	ACH_DEBIT
DEBIT	9/3/2025	Online Payment 26001986597 To HOME DEPOT CREDIT SERVICES 09/03	(93.11)	BILLPAY
DEBIT	9/3/2025	Online Payment 26002000758 To Baker and Taylor 09/03	(201.60)	BILLPAY
DEBIT	9/3/2025	Online Payment 26002008163 To Baker and Taylor 09/03	(265.28)	BILLPAY
DEBIT	9/3/2025	Online Payment 26001964681 To SCHINDLER ELEVATOR CORPORATION 09/03	(2,405.55)	BILLPAY
DEBIT	9/3/2025	Online Payment 26001975243 To DEMCO 09/03	(3,208.13)	BILLPAY
DEBIT	9/2/2025	Basic Online Payroll Payment 11186080640 to #####0031	(104.00)	BASIC_PAYROLL
DEBIT	9/2/2025	Basic Online Payroll Payment 11186087589 to #####7906	(185.00)	BASIC_PAYROLL
DEBIT	9/2/2025	Basic Online Payroll Payment 11186080641 to #####3325	(185.00)	BASIC_PAYROLL
DEBIT	9/2/2025	Basic Online Payroll Payment 11186080642 to #####9692	(185.00)	BASIC_PAYROLL
DEBIT	9/2/2025	Basic Online Payroll Payment 11186080643 to #####2214	(185.00)	BASIC_PAYROLL
DEBIT	9/2/2025	Online ACH Payment 11186080644 To SusanMade (_#####0178)	(5,500.00)	ACH_PAYMENT
CHECK	8/29/2025	CHECK 1183	(2,296.25)	CHECK_PAID
DEBIT	8/29/2025	ORIG CO NAME:9102716322 ORIG ID:9716322001 DESC DATE:250829 CO ENTRY DESCR:CONS COLL SE	(602.56)	ACH_DEBIT
CREDIT	8/29/2025	Online Transfer from MPA...1162 transaction#: 26002187673	10.00	ACCT_XFER
CREDIT	8/29/2025	ORIG CO NAME:NYLAF ORIG ID:1113470543 DESC DATE: CO ENTRY DESCR:NYCLASS SEC:CCD TI	50,000.00	ACH_CREDIT
DEBIT	8/27/2025	Basic Online Payroll Payment 11185546804 to #####4263	(149.69)	BASIC_PAYROLL
CHECK	8/27/2025	CHECK 1182	(320.00)	CHECK_PAID
DEBIT	8/27/2025	ORIG CO NAME:NYV DTF WFT ORIG ID:S146013200 DESC DATE: CO ENTRY DESCR:TAX PAYMNTSEC:CC	(752.02)	ACH_DEBIT
DEBIT	8/26/2025	Online ACH Payment 11185133942 to #####7064	(4,806.54)	ACH_DEBIT
DEBIT	8/26/2025	Online ACH Payment 11185133943 to #####0782	(134.69)	ACH_PAYMENT
DEBIT	8/26/2025	Online ACH Payment 11185133944 to #####6097	(179.60)	BASIC_PAYROLL
DEBIT	8/26/2025	Online ACH Payment 11185133945 to #####6231	(246.42)	ACH_PAYMENT
DEBIT	8/26/2025	Basic Online Payroll Payment 11185133928 to #####3866	(259.52)	ACH_PAYMENT
DEBIT	8/26/2025	Online ACH Payment 11185133930 to #####0649	(259.52)	BASIC_PAYROLL
DEBIT	8/26/2025	Online ACH Payment 11185133931 to #####1948	(268.79)	BASIC_PAYROLL
DEBIT	8/26/2025	Online ACH Payment 11185133932 to #####4522	(375.82)	ACH_PAYMENT
DEBIT	8/26/2025	Online ACH Payment 11185133933 to #####3288	(386.07)	BASIC_PAYROLL
DEBIT	8/26/2025	Online ACH Payment 11185133934 to #####1376	(460.72)	BASIC_PAYROLL
DEBIT	8/26/2025	Online ACH Payment 11185133935 to #####4789	(470.59)	BASIC_PAYROLL
DEBIT	8/26/2025	Online ACH Payment 11185133936 to #####8462	(506.84)	BASIC_PAYROLL
DEBIT	8/26/2025	Online ACH Payment 11185133937 to #####9139	(510.11)	ACH_PAYMENT
DEBIT	8/26/2025	Online ACH Payment 11185133938 to #####5748	(520.32)	BASIC_PAYROLL
DEBIT	8/26/2025	Online ACH Payment 11185133939 to #####5734	(531.55)	BASIC_PAYROLL
DEBIT	8/26/2025	Online ACH Payment 11185133940 to #####1601	(577.09)	BASIC_PAYROLL
DEBIT	8/26/2025	Online ACH Payment 11185133941 to #####0031	(584.44)	BASIC_PAYROLL
DEBIT	8/26/2025	Online ACH Payment 11185133942 to #####1003	(789.78)	BASIC_PAYROLL
DEBIT	8/26/2025	Online ACH Payment 11185133943 to #####4263	(872.91)	BASIC_PAYROLL
DEBIT	8/26/2025	Online ACH Payment 11185133944 to #####4263	(1,008.35)	BASIC_PAYROLL

DEBIT	8/26/2025	Basic Online Payroll Payment 11185133939 to #####0937	(1,060.10)	BASIC_PAYROLL
DEBIT	8/26/2025	Basic Online Payroll Payment 11185133927 to #####7671	(1,560.96)	BASIC_PAYROLL
DEBIT	8/26/2025	Basic Online Payroll Payment 11185133941 to #####2173	(1,823.87)	BASIC_PAYROLL
DEBIT	8/26/2025	Basic Online Payroll Payment 11185126620 to #####2902	(2,161.20)	BASIC_PAYROLL
CREDIT	8/20/2025	ORIG CO NAME:NYLAF ORIG ID:1113470543 DESC DATE:	50,000.00	ACH_CREDIT
DEBIT	8/19/2025	Basic Online Payroll Payment 11184467924 to #####5734	(26.64)	BASIC_PAYROLL
DEBIT	8/18/2025	Online Payment 25900989803 To Hartzog Law PLLC 08/18	(10,705.00)	BILLPAY
DSLIP	8/18/2025	DEPOSIT ID NUMBER 664053	131.00	DEPOSIT



JPMorgan Chase Bank, N.A.
P O Box 182051
Columbus, OH 43218 - 2051

August 01, 2025 through August 29, 2025

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



How we treat third-party endorsed check deposits is changing

A third-party endorsed check is a check that was originally payable to another person/entity that you attempt to deposit or cash. Beginning September 1, 2025, we may not accept a third-party check for deposit or to cash or we may require verification of endorsements. If we refuse a deposit, we may return the check or provide a substitute check to you.

You can find this update in Section III. A. *Our rights and responsibilities for deposits*, within the Deposit Account Agreement at chase.com/Business/Disclosures.

If you have questions, please don't hesitate to contact us by calling the number on this statement.

CONSOLIDATED BALANCE SUMMARY

ASSETS

Checking & Savings	ACCOUNT	BEGINNING BALANCE THIS PERIOD	ENDING BALANCE THIS PERIOD
Chase Platinum Business Checking	[REDACTED]	\$26,088.27	\$85,421.09
Chase Business Premier Savings	[REDACTED]	1,997.74	1,997.77
Total		\$28,086.01	\$87,418.86
TOTAL ASSETS		\$28,086.01	\$87,418.86

Please Note:
THE FUND WILL BE CLOSED OCTOBER 13TH IN OBSERVANCE OF THE
COLUMBUS DAY HOLIDAY

Activity Summary **[REDACTED]** General Account

8/1/2025 - 8/31/2025

Investment Pool Summary	
Beginning Market Balance	NYCLASS \$1,625,466.99
Dividends	\$5,472.21
Purchases	\$0.00
Redemptions	(\$150,000.00)
Ending Market Balance	\$1,480,939.20
Average Monthly Rate	4.133%
NAV / Share Price	\$1.00
Total	\$1,480,939.20
Total Fixed Income	\$0.00
Account Total	\$1,480,939.20

Your Representative(s)

Brittany Woodruff
(717) 519-5911
bwoodruff@pmanetwork.com

Representatives are associated with PMA Securities, LLC

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

Please Note:
THE FUND WILL BE CLOSED OCTOBER 13TH IN OBSERVANCE OF THE COLUMBUS DAY HOLIDAY

Activity Summary

8/1/2025 - 8/31/2025

Investment Pool Summary	
Beginning Market Balance	NYCLASS \$7,994.95
Dividends	\$28.13
Purchases	\$0.00
Redemptions	\$0.00
Ending Market Balance	\$8,023.08
Average Monthly Rate	4.133%
NAV / Share Price	\$1.00
Total	\$8,023.08
Total Fixed Income	\$0.00
Account Total	\$8,023.08

Your Representative(s)
Brittany Woodruff
(717) 519-5911
bwoodruff@pmanetwork.com
Representatives are associated with PMA Securities, LLC

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



September 12, 2025

Dear Member Library Board Presidents and Directors:

I'm pleased to share that the RCLS Board of Trustees approved the 2026 Operating Budget on August 19, 2025, with a 0% increase to the RCLS Service Fee—a significant achievement given the ongoing uncertainty surrounding State Aid for New York libraries in 2026.

For the past five years, RCLS has successfully shielded member libraries from rising operational costs by strategically utilizing unallocated funds and leveraging the favorable interest rate secured in 2024 through NYLAF, now known as NYCLASS.

As part of the 2026 budget, \$176,400 will be transferred from the ILS Capital Fund to offset ILS operating costs, in accordance with the ILS Agreement with member libraries. This year also marks the second year of our ILS contract with ByWater Solutions, which continues with 0% increase in license costs, reinforcing our commitment to minimizing the impact of State Aid unpredictability on member libraries.

Recognizing the broader fiscal challenges facing New York State — including increased demands on social services and healthcare due to federal funding cuts — RCLS has proactively planned for a 10% reduction in State Aid. This equates to a \$212,200 loss in revenue for RCLS operations and an \$83,500 decrease in funding for member libraries.

To maintain financial stability, contributions to the following RCLS capital funds have been suspended for 2026:

- RCLS Delivery Vehicle Capital Fund: \$15,000
- RCLS Building Improvement Capital Fund: \$35,000
- ILS Capital Fund: \$33,200

Despite these challenges, RCLS remains committed to supporting member libraries. In 2026, we will continue to offer professional development opportunities for staff and trustees. Our Government Relations Specialist will also maintain close collaboration with State and Federal officials to advocate for libraries and mitigate the effects of potential funding cuts.

2026 also marks the third year of RCLS's sustainability initiative, which supports member libraries in achieving their goals and celebrates their successes through RCLS social media campaigns.

The 2025 RCLS Road Trip once again demonstrates its value by drawing visitors to member libraries, reminding communities of the wide range of services and programs available—far beyond just books.

The RCLS Fiscal Officer, Stephen Hoefer, and I would like to invite all member library Trustees and Directors to participate in one of the scheduled budget discussions. We hope these discussions will be mutually beneficial and informative to everyone. Please note that registration for attendance at the Budget Discussions is required to ensure that a link to the virtual conversation is provided to you via email at least one day prior to the scheduled date.

The scheduled dates are:

Budget Discussion - Wednesday, September 17, 2025 (6:30PM – 7:30PM)

Budget Discussion - Thursday, September 25, 2025 (10:00AM – 11:00AM)

Finally, please find the following essential documents included with this letter for your review.

1. 2026 General & ILS Budgets, plus 2026 RCLS Service Fee
2. 2026 Budget Highlights Reference Guide
3. 2026 ILS Services Support Cost (displaying each member's ILS Service Support contribution)
4. 2026 Budget Voting Ballot (**due by Friday, November 21, 2025**)

If you have any questions, please don't hesitate to contact me.

Sincerely,

Grace Riario

Grace Riario
Executive Director



Ramapo Catskill Library System
2026 General and ILS Budgets
08/19/25 RCLS Board Approved

Income	2025 BUDGET			2026 BUDGET		
	GENERAL	ILS	TOTAL	GENERAL	ILS	TOTAL
NYS Aid Library Systems	\$ 2,124,200	\$ -	\$ 2,124,200	\$ 1,912,000	\$ -	\$ 1,912,000
NYS Aid Member Libraries	770,500	-	770,500	693,600	-	693,600
NYS Aid Other Agencies	66,700	-	66,700	60,100	-	60,100
ILS Services Support	-	625,400	625,400	-	625,400	625,400
Goods & Services	323,300	1,600	324,900	299,600	1,600	301,200
RCLS Service Fee	127,800	-	127,800	127,800	-	127,800
NYLA Advocacy & Donations	2,500	-	2,500	2,500	-	2,500
Interest	116,500	2,000	118,500	127,500	1,600	129,100
E-Rate Funding	-	8,000	8,000	-	-	-
Transfer from General Fund Balance	209,000	-	209,000	-	-	-
Transfer from ILS Capital Fund	-	-	-	-	-	-
Total Income	\$ 3,740,500	\$ 637,000	\$ 4,377,500	\$ 3,348,100	\$ 805,000	\$ 4,153,100
Expense						
Payroll Expenses	\$ 1,415,400	\$ 235,800	\$ 1,651,200	\$ 1,359,600	\$ 368,000	\$ 1,727,600
Employee Benefits	781,100	116,500	897,600	749,200	181,900	931,100
Equipment, Furniture & Fixtures	-	-	-	-	-	-
Vehicle Purchase/Lease	3,900	-	3,900	3,900	-	3,900
Library Materials	346,000	100	346,100	311,600	100	311,700
Office Supplies	21,600	1,700	23,300	12,700	1,300	14,000
Telecommunications	1,500	10,500	12,000	2,000	2,100	4,100
Postage	1,400	-	1,400	1,400	-	1,400
Marketing & Promotion	15,900	-	15,900	16,100	-	16,100
Advocacy Costs	19,700	-	19,700	17,200	-	17,200
Travel	39,900	6,900	46,800	33,900	1,800	35,700
Contracts with Libraries	321,800	-	321,800	298,100	-	298,100
Professional Fees	89,500	1,700	91,200	42,600	1,700	44,300
Continuing Ed - RCLS Staff	1,500	5,400	6,900	1,500	-	1,500
RCLS Programs	38,200	-	38,200	29,400	-	29,400
Membership Dues	6,300	-	6,300	7,200	-	7,200
Software/Hardware Maint. & Subs	71,300	211,800	283,100	41,600	210,200	251,800
Cataloging Tools	43,900	-	43,900	-	23,000	23,000
Building Repairs & Maint	108,700	13,400	122,100	114,400	14,900	129,300
Vehicle Maint. & Operation	44,800	-	44,800	44,800	-	44,800
NYS Aid	319,000	-	319,000	260,900	-	260,900
Transfers To Other Funds	50,000	33,200	83,200	-	-	-
Total Expense	\$ 3,740,500	\$ 637,000	\$ 4,377,500	\$ 3,348,100	\$ 805,000	\$ 4,153,100
Net Activity	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

% Change			% Change		
GENERAL	ILS	TOTAL	GENERAL	ILS	TOTAL
\$ (212,200)	\$ -	\$ (212,200)	-10%	-	-10%
(76,900)	-	(76,900)	-10%	-	-10%
(6,600)	-	(6,600)	-10%	-	-10%
(23,700)	-	(23,700)	-7%	-	-7%
11,000	(400)	10,600	9%	-20%	9%
(84,000)	(8,000)	(92,000)	-100%	-100%	-100%
-	176,400	176,400	-40%	100%	100%
\$ (392,400)	\$ 168,000	\$ (224,400)	-10%	26%	-5%
\$ (35,800)	\$ 132,200	\$ 96,400	-4%	56%	5%
(31,900)	65,400	33,500	-4%	56%	4%
(34,400)	-	(34,400)	-10%	-	-10%
(8,900)	(400)	(9,300)	-41%	-24%	-40%
500	(8,400)	(7,900)	33%	-80%	-66%
200	-	200	1%	-	1%
(2,500)	-	(2,500)	-13%	-	-13%
(6,000)	(5,100)	(11,100)	-15%	-74%	-24%
(23,700)	-	(23,700)	-7%	-	-7%
(46,900)	-	(46,900)	-52%	-	-51%
-	(5,400)	(5,400)	-	-100%	-78%
(8,800)	-	(8,800)	-23%	-	-23%
900	-	900	14%	-	14%
(29,700)	(1,600)	(31,300)	-42%	-1%	-11%
(43,000)	23,000	(20,000)	-100%	100%	-47%
5,700	1,500	7,200	5%	11%	6%
(58,100)	-	(58,100)	-18%	-	-18%
(50,000)	(33,200)	(83,200)	-100%	-100%	-100%
\$ (392,400)	\$ 168,000	\$ (224,400)	-10%	26%	-5%

Ramapo Catskill Library System

2026 RCLS Services Fee - 0% Increase for the Fifth Year

08/19/25 RCLS Board Approved

RAMAPO CATSKILL LIBRARY SYSTEM

RCLS

Library Name	Minimum Fee	Population Annual Report Question 1.24	% of Total Population	Fee Based on Population	2024 Debt Service Annual Report Question 12.31	2024 Expenditures Annual Report Question 12.31	% of Total Expenditures	Fee Based on Expenditures	TOTAL 2026 FEE	Service Fee as a % of Total Expenditures	Library	Total 2025 Fee	\$ Change From 2025	% Change From 2025
Albert Wisner Public Library	1,250	23,453	3.03%	1,066	-	1,662,075	2.34%	822	3,139	0.19%	WAR	3,100	39	1%
Blauvelt Free Library	1,250	5,548	0.72%	252	-	815,678	1.15%	404	1,906	0.23%	BLV	2,027	(121)	-8%
Chester Public Library	1,250	12,646	1.64%	575	-	675,355	0.95%	334	2,159	0.32%	CHS	2,118	41	2%
Cornwall Public Library	1,250	17,395	2.25%	791	-	1,190,117	1.68%	589	2,630	0.22%	COR	2,614	16	1%
Cradocoor Free Library	1,250	433	0.06%	20	-	142,863	0.20%	71	1,340	0.94%	CRG	1,323	17	1%
Daniel Pierce Library	1,250	6,070	0.79%	276	-	576,802	0.81%	285	1,811	0.31%	GRH	1,803	8	0%
Ellenville Public Library and Museum	1,250	12,454	1.61%	566	-	761,513	1.07%	377	2,193	0.29%	EPL	2,189	4	0%
Ethelbert B. Crawford Public Library	1,250	19,614	2.54%	892	356,663	1,542,329	2.17%	763	2,905	0.19%	ETC	2,673	232	9%
Fallsburg Library	1,250	12,045	1.56%	548	-	291,758	0.41%	144	1,942	0.67%	FBR	1,938	4	0%
Finkelstein Memorial Library	1,250	135,449	17.52%	6,159	-	8,584,358	12.08%	4,248	11,657	0.14%	FML	11,629	28	0%
Florida Public Library	1,250	5,132	0.66%	233	-	463,209	0.65%	229	1,713	0.37%	FPL	1,721	(8)	0%
Gardiner Library	1,250	5,610	0.73%	255	56,179	423,147	0.60%	209	1,714	0.41%	GAR	1,703	11	1%
Goshen Public Library And Historical Society	1,250	19,260	2.49%	876	493,094	2,374,104	3.34%	1,175	3,301	0.14%	GOS	3,062	239	8%
Greenwood Lake Public Library	1,250	5,920	0.77%	269	-	789,703	1.11%	391	1,910	0.24%	GSL	1,968	(78)	-4%
Haverstraw Kings Daughters Public Library	1,250	34,360	4.44%	1,562	624,172	6,522,954	9.18%	3,228	6,040	0.09%	HAV	5,695	345	6%
Highland Falls Library	1,250	3,684	0.48%	168	-	304,574	0.43%	151	1,568	0.51%	HFL	1,567	1	0%
Josephine-Louise Public Library	1,250	6,818	0.88%	310	-	630,238	0.89%	312	1,872	0.30%	WAL	1,849	23	1%
Liberty Public Library	1,250	10,626	1.37%	483	151,050	473,347	0.67%	234	1,967	0.42%	LIB	1,892	75	4%
Livingston Manor - Rescue Library	1,250	5,070	0.66%	231	-	380,855	0.54%	188	1,669	0.44%	LIV/ROS	2,924	(1,255)	-43%
Makmakating Library District	1,250	20,718	1.39%	487	26,200	362,836	0.51%	180	1,917	0.53%	NAM	1,914	3	0%
Morrist Library Of Washingtonville	1,250	25,789	3.34%	1,173	623,750	2,111,662	2.97%	1,045	3,468	0.16%	WAS	3,127	341	11%
Monroe Free Library	1,250	21,387	2.77%	972	90,553	1,443,423	2.03%	714	2,937	0.20%	MFL	2,901	36	1%
Montgomery Free Library	1,250	3,834	0.50%	174	-	111,431	0.16%	55	1,479	1.33%	MNG	1,466	13	1%
Nanuet Public Library	1,250	14,109	1.84%	646	-	2,912,122	4.10%	1,441	3,337	0.11%	NAN	3,323	14	0%
New City Free Library	1,250	46,916	6.07%	2,133	667,184	5,093,071	7.17%	2,520	5,903	0.12%	NWC	5,566	537	10%
Newburgh Free Library	1,250	68,215	8.82%	3,102	-	5,359,695	7.55%	2,652	7,004	0.13%	NFL	7,134	(130)	-2%
Nyack Library	1,250	14,148	1.83%	643	435,887	3,072,634	4.33%	1,520	3,414	0.11%	NYK	3,322	92	3%
Orangeburg Library	1,250	4,565	0.59%	208	-	677,432	0.95%	335	1,793	0.26%	ORG	1,801	(8)	0%
Palladas Free Library	1,250	810	0.10%	37	-	543,647	0.77%	269	1,556	0.29%	PAL	1,556	-	0%
Pearl River Public Library	1,250	15,574	2.01%	708	-	3,164,316	4.45%	1,566	3,524	0.11%	PRL	3,698	(174)	-5%
Piermont Library District	1,250	2,517	0.33%	114	-	409,567	0.58%	203	1,567	0.38%	PHI	1,576	(9)	-1%
Pine Bush Area Public Library District	1,250	14,571	1.88%	663	26,778	349,164	0.49%	173	2,085	0.60%	PBL	2,062	23	1%
Port Jervis Free Library	1,250	17,073	2.21%	776	-	1,020,937	1.44%	505	2,532	0.25%	PTD	2,524	8	0%
Rose Memorial Library Association	1,250	14,813	1.92%	674	-	776,117	1.09%	384	2,308	0.30%	STP	2,236	72	3%
Sloatsburg Public Library	1,250	3,036	0.39%	138	-	477,071	0.67%	236	1,624	0.34%	SLO	1,627	(3)	0%
Southern Free Library	1,250	30,869	3.99%	1,404	414,419	3,036,510	4.27%	1,503	4,156	0.14%	SUF	3,949	207	5%
Sunshine Hall Free Library	1,250	2,196	0.28%	100	-	92,815	0.13%	46	1,396	1.50%	ELD	1,389	7	1%
Tappan Library	1,250	6,673	0.86%	303	-	866,191	1.22%	429	1,982	0.23%	TAP	1,971	11	1%
Thrall Public Library District of Middletown	1,250	59,174	7.85%	2,691	-	3,885,511	5.47%	1,923	5,863	0.15%	MID	5,959	(96)	-2%
Tomkins Cove Public Library	1,250	1,841	0.24%	84	-	207,356	0.29%	103	1,436	0.69%	TCL	1,435	1	0%
Tuxedo Park Library	1,250	3,811	0.49%	173	-	659,560	0.93%	326	1,750	0.27%	TUX	1,735	(15)	-1%
Valley Cottage Free Library	1,250	9,038	1.17%	411	-	2,422,617	3.41%	1,189	2,860	0.12%	VCL	2,941	(81)	-3%
Wallkill Public Library	1,250	8,036	1.04%	365	-	330,920	0.47%	164	1,779	0.54%	WAK	1,787	(8)	0%
West Nyack Free Library	1,250	9,655	1.25%	439	-	1,376,929	1.94%	681	2,370	0.17%	WNY	2,354	16	1%
Western Sullivan Public Library	1,250	9,794	1.27%	445	-	951,001	1.34%	471	2,166	0.23%	WSP	2,173	(7)	0%
Woodbury Public Library	1,250	12,197	1.58%	555	-	714,804	1.01%	354	2,158	0.30%	CWL	2,126	32	2%
TOTALS	\$ 57,500	773,036		\$ 35,150	\$ 3,955,929	\$ 71,034,519		\$ 35,150	\$ 127,800	0.18%		\$ 127,800	\$ -	0%

Same as 2025



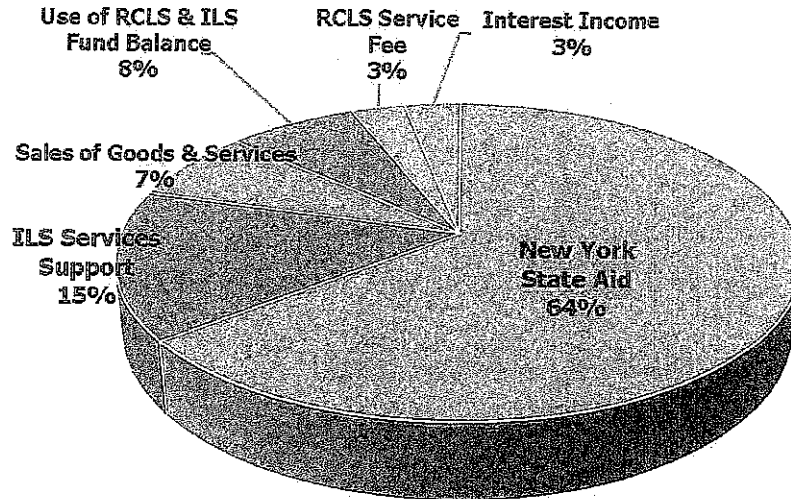
RAMAPO
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2026 RCLS Budget Highlights Reference Guide 08/19/25

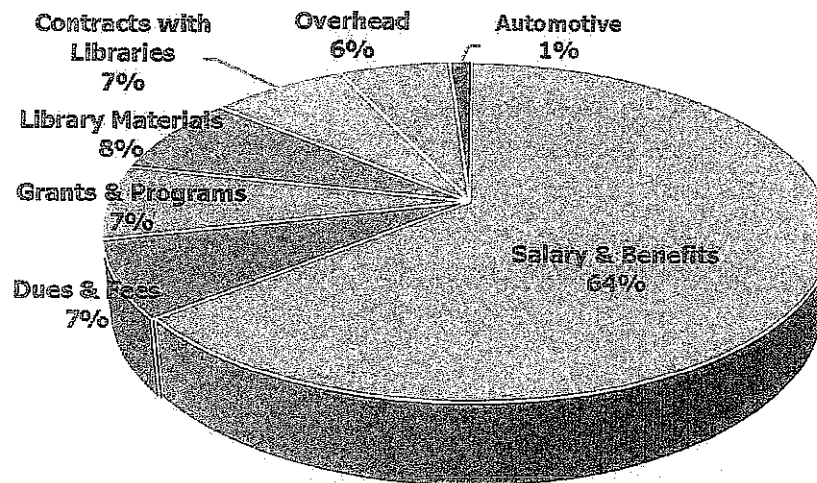
The 5 most interesting things about the 2026 RCLS Budget

1. This is the fifth year in a row that the RCLS Board of Trustees has approved a budget with no increase to the RCLS Service Fee. To accomplish this 0% increase, a total of \$125,000 from the RCLS Unallocated Fund Balance is utilized to balance the General budget.
2. The increase in 2026 ILS Services Support is \$0 due to the Transfer from ILS Capital Fund of \$176,400 to offset costs as per the ILS Agreement.
3. RCLS is budgeting for a 10% decrease in State Aid because of the federal cuts to NYS.
4. Contributions to the RCLS Delivery Vehicle Capital Fund of \$15,000, to the RCLS Building Improvement Capital Fund of \$35,000, and the ILS Capital fund of \$33,200 have been suspended for 2026.
5. ILS Payroll Expenses and Employee Benefits have increased to cover the cost of two full-time Catalogers and the associated benefits, one with an MLS and the other with 18 years' experience cataloging for member libraries. One part-time cataloger remains in the RCLS General Budget.

REFERENCE GUIDE: 2026 BUDGET HIGHLIGHTS



State Aid	\$ 2,665,700
ILS Services Support	625,400
Sales of Goods & Services	301,200
Use of RCLS & ILS Fund Balance	301,400
RCLS Service Fee	127,800
Interest Income	129,100
Other Revenue	2,500
TOTAL REVENUE	\$ 4,153,100



Salary & Benefits	\$ 2,658,700
Dues & Fees	303,300
Grants & Programs	290,300
Library Materials	311,700
Contracts with Libraries	298,100
Overhead	242,300
Automotive	48,700
Transfer to Reserves	-
TOTAL APPROPRIATIONS	\$ 4,153,100

REFERENCE GUIDE: 2026 BUDGET HIGHLIGHTS

INCOME

NYS STATE AID

New Yorkers rely on federal funding for a great deal of facets that support their daily lives - paving the highways, bolstering the schools, and putting food on the table are just some areas federal funding touches. In the State Fiscal Year 2025 budget, federal receipts totaled \$96 billion, 39% of receipts in the budget, Medicaid at \$57 billion represents 59% of federal funds and dwarves all other major grants and revenues, per the Office of the New York State Comptroller.

Federal funding pays for New York State (NYS) workers to carry out essential activities, such as administration of major benefits programs like Unemployment Insurance and the Supplemental Nutrition Assistance Program; provision of services like workforce training and in-home care for older New Yorkers; and prevention of fraud in use of Medicaid in other funds. A total of 43% of the NYS Department of Education's employees have been covered annually by federal funds.

The proposed 25/26 federal budget includes deep cuts to Medicaid spending, as well as many other programs cuts or the complete elimination of services. One such program that has been eliminated is the Institute of Museum and Library Services - an independent federal agency whose Grants to State program provided over \$8 million annually to the NYS Library. Per the Fiscal Policy Institute, New York will lose (\$15.4) billion per year under the federal budget.

Amid significant uncertainty and looming federal cuts, the NYS 25/26 budget prioritized affordability and shields New Yorks from federal threats; however, New York is limited in its capacity to contribute more financial support to the federal government than it receives in return, and in its ability to adjust the state budget to compensate for the loss of federal funding. It is for these reasons the 25/26 NYS budget has granted the Governor expanded authority to implement mid-year budget cuts in response to financial challenges.

The 2026 RCLS budget acknowledges these challenges by planning for a 10% reduction in State Aid to RCLS, which equates to a (\$212,200) loss in revenue for RCLS operations and (\$83,500) loss in revenue that supports member libraries.

REFERENCE GUIDE: 2026 BUDGET HIGHLIGHTS

INCOME

ILS SERVICES SUPPORT

The increase in 2026 ILS Services Support is \$0 due to the Transfer from ILS Capital Fund of \$176,400 to offset costs as per the ILS Agreement.

ILS Services Support Costs - Schedule B provides detailed information, per library, based on the ILS Support formula. This formula considers a 3-year average of circulation and holdings, and a minimum support amount. The 2024 State Annual Report introduced several revisions that impacted the three-year averages in the formula to calculate the ILS Services Support Costs.

GOODS & SERVICES

This line consists of estimated revenue for services and pass-through purchases with member libraries, such as: System-Wide E-Content Pool at \$206,800; Consumer Report Pool at \$39,500; movie licensing at \$16,500, MS365 email subscriptions at \$20,000; etc. This is where the purchasing power of the consortium provides outstanding returns on public dollars for member libraries. The offsetting expense code is Contracts with Libraries.

ILS Goods & Services consists of \$1,600 for PayPal funds collected to offset PayPal Fees.

RCLS SERVICE FEE

This is the fifth year in a row that RCLS Board of Trustees has approved a budget with no increase to the RCLS Service Fee.

INTEREST INCOME

RCLS continues to enjoy investments with NYLAF, now merged with NYCLASS, and is expected to result in a \$11,000 increase in the General Budget.

E-RATE FUNDING

RCLS switched from an annual reimbursement process to a monthly discounted invoice. E-Rate Funding as a discount is a non-cash item and therefore has been removed from the cash-based budget. The E-Rate funding will be recognized with the year-end accounting accruals.

TRANSFER FROM FUND BALANCE

The RCLS Board of Trustees approved the use of \$125,000 from the RCLS General Fund to support the services provided to member libraries.

REFERENCE GUIDE: 2026 BUDGET HIGHLIGHTS

EXPENSES

PAYROLL EXPENSES

The table below details the Payroll allocation for General and ILS Services. RCLS has a total of 26 Full-Time Equivalents (FTE): 16.9 FTE are General, and 4.6 FTE are ILS Services.

This method of allocation allows ILS Services to utilize highly qualified and trained RCLS employees on a pro-rated basis. For example, it takes a combination of eight specialized employees to equal the 4.6 ILS FTEs.

Job Title	General	ILS Services
Executive Director	95%	0%
Chief Financial Officer	80%	10%
Asst. Fiscal Officer	30%	25%
Software Analyst and Admin.	5%	95%
Software Support Specialist	10%	70%
IT Manager and Network Admin.	18%	25%
Assistant Network Administrator	3%	30%
Cataloger Consultant	0%	100%
ILL/Technical Services Specialist	0%	100%
% of Total Payroll	64%	17%

EMPLOYEE BENEFITS

Benefits are budgeted to increase 4% or \$33,500 overall. Benefits are allocated to General and ILS Services based on the percentage of total Payroll for each.

HOSPITALIZATION

The New York State Health Insurance Plan (NYSHIP) is budgeted to increase by 5% or \$17,600; however, retiree health insurance is reduced by (\$9,800) for a net increase of \$7,800.

RETIREMENT

The RCLS employer contribution to the NYS Retirement System is budgeted to increase 4% or \$16,300.

EQUIPMENT, FURNITURE & FIXTURES

There are no equipment, furniture or fixture purchases planned for this year.

REFERENCE GUIDE: 2026 BUDGET HIGHLIGHTS

EXPENSES

VEHICLE PURCHASE/LEASE

Annual cost to lease an all-electric Chevy Bolt.

LIBRARY MATERIALS

Central Library Service Aid (CLSA) from NYS is budgeted at \$310,100 and supports library services and the purchase of eligible library materials. RCLS and the Central Library, Newburgh Free Library, have committed \$30,000 towards a mobile app. replacement.

OFFICE SUPPLIES

Included in this line are typical office supplies, plus PCs, laptops, and equipment. The overall budget has decreased by (\$8,900) because in 2025, RCLS replaced PCs and Laptops at RCLS HQ that were not upgradable to Windows 11.

TELECOMMUNICATIONS

The General budget line has increased by \$500 to cover the cost of an in-house hotspot and Gov. Relations Specialist cell phone.

The (\$8,000) reduction in Telecommunications is because RCLS is now receiving E-Rate discounted invoices for Telecommunications, rather than paying the full invoice and receiving a rebate the following year. The telephone bill has also been reduced further as robo-calls are no longer via the RCLS phones.

TRAVEL

The Travel budget is for RCLS Staff to attend various conferences such as the New York Library Association (NYLA) conference, ALA conferences, YSS conference, etc., and has been reduced by (\$6,000) on the General side.

ILS Travel has been reduced by (\$5,100) and only includes the Software Analyst & Administrators' attendance at the annual Koha Conference.

CONTRACTS WITH LIBRARIES

This line offsets estimated revenue for services and pass-through purchases with member libraries, such as: System-Wide E-Content Pool at \$206,800; Consumer Report Pool at \$39,500; movie licensing at \$16,500, MS365 email subscriptions at \$20,000; etc. This is where the purchasing power of the consortium provides outstanding returns on public dollars for member libraries. This line has decreased by (\$23,700) mostly due to dropping the Tutor.com subscription.

REFERENCE GUIDE: 2026 BUDGET HIGHLIGHTS

EXPENSES

PROFESSIONAL FEES

Included in this line are payroll processing fees, general purpose attorney, PayPal Fees and CPA audit costs. The (\$43,900) reduction is a result of the Plan of Service focus group consultant and Public Relations Project being completed in 2025.

CONTINUING ED – RCLS Staff

The ILS budget decreased by (\$5,400) as there is no SQL Data Science online course or additional training for the ILS Software Analyst & Administrator this year.

RCLS PROGRAMS

The (\$8,800) decrease is due to a reduction in Adult, Youth & IT continuing education, and the elimination of Archival Grants to member libraries.

SOFTWARE/HARDWARE MAINT. & SUBS

This includes hardware and software support, both annual contracts and multi-year contracts. The General side shows a (\$29,700) decrease because \$30,000 to develop the RCLS Go App. has been removed.

The ILS \$210,200 Budget has decreased by (\$1,600). The budgeted amount includes the Bywater and ASPEN contract budgeted at \$146,000, EBSCO Discover Services at \$20,900, Message Bee services at \$18,000, development of the Koha software at \$10,000, RCLS IT Services Support at \$4,000, Twilio robo-calls at \$3,000, and a \$6,000 (reduced by \$4,000) buffer.

CATALOGING TOOLS

RCLS had been covering these costs for decades and with the anticipated loss of State Aid, Cataloging Tools have been shifted to the ILS budget. The General budget has decreased by (\$43,000) due to shifting \$23,000 to the ILS budget, removing the EDI consulting and editing services at (\$38,000) and eliminating two subscriptions.

BUILDING REPAIRS & MAINT

FUELS AND UTILITIES

In April 2025, Orange & Rockland Utilities announced a 10.9% increase in gas and a 4.6% increase in electricity. January 2026 there will be a 3.5% increase in gas and 3.3% increase in electricity. The RCLS third-party electricity supply contract ends 12/31/25 and so in 2026, RCLS is budgeting for a 15% overall increase in utilities, which amounts to an increase of \$3,200 on the General budget and \$1,200 on the ILS budget.

REFERENCE GUIDE: 2026 BUDGET HIGHLIGHTS

EXPENSES

OTHER OPERATION & MAINTENANCE

Includes the following: insurance, trash removal, cleaning the building, groundskeeping, snow plowing and sanding, fire extinguisher maintenance, septic cleaning, fire and burglar alarm protection and other miscellaneous items. There is a \$300 increase on the General budget.

Insurance costs on the General side have increased by \$2,300, and by \$300 for the ILS.

REPAIRS TO BUILDING

The Repairs to Building budget remains unchanged at \$8,000.

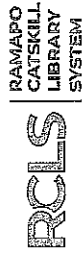
NYS Aid

The (\$58,100) decrease represents a 10% loss in Coordinated Outreach Funds and State Correctional Facilities.

TRANSFER TO OTHER FUNDS

The (\$50,000) decrease on the General side reflects a one-year suspension on transfers of (\$35,000) to the RCLS Building Improvement Capital Fund and (\$15,000) to the RCLS Delivery Vehicle Fund.

The transfer to ILS Capital Fund has been reduced from (\$33,200) to \$0 for 2026.



RAMAPO CATSKILL LIBRARY SYSTEM
2026 ILS Services Support Costs - Schedule B
07/17/25 ILS Committee Approved
08/13/25 Director's Association Approved

Total ILS Support Formula (A + (C + D = E) + F) =										1	
Library Name	Minimum Support Amount	3-Year Average Circulation	3-Year Average Holdings	3-Year Circulation + Holdings Usage	3-Year Usage Support	2026 Total ILS Support	Library	2025 ILS Service Support	\$ Increase (Decrease) from 2024	% Increase (Decrease) from 2024	ILS Support Costs have increased by \$0. The Increase/Decrease in cost is solely related to the change in 3-Year Average Circulation and 3-Year Average in Holdings.
Albert Wisner Public Library	\$ 1,750	209,935	123,175	333,110	\$ 20,100	\$ 21,850	WAR	\$ 20,330	\$ 1,520	7%	
Blauvelt Free Library	1,250	43,283	83,562	126,845	7,650	8,900	BLV	9,210	(310)	-3%	
Chester Public Library	1,250	58,115	99,128	157,244	9,490	10,740	CHS	10,880	(140)	-1%	
Cornwall Public Library	1,750	156,193	123,629	279,822	16,880	18,630	COR	18,050	580	3%	
Cragsmoor Free Library	750	3,449	57,265	60,714	3,660	4,410	CRG	5,100	(690)	-14%	
Daniel Pierce Library	1,250	35,951	87,880	123,831	7,470	8,720	GRH	8,940	(220)	-2%	
Ellenville Public Library and Museum	1,250	38,351	108,093	146,444	8,830	10,080	EPL	10,180	(100)	-1%	
Ethelbert B. Crawford Public Library	1,250	57,019	87,081	144,100	8,690	9,940	MTC	10,060	(120)	-1%	
Fallsburg Library	750	18,022	73,415	91,437	5,520	6,270	FBR	6,730	(460)	-7%	
Finkelstein Memorial Library	4,000	645,872	302,353	948,225	57,210	61,210	FML	55,560	5,650	10%	
Florida Public Library	1,250	29,549	78,793	108,342	6,540	7,790	FPL	8,100	(310)	-4%	
Gardiner Library	1,250	51,843	68,578	120,421	7,260	8,510	GAR	8,630	(120)	-1%	
Goshen Public Library And Historical Society	1,750	131,109	142,242	273,350	16,490	18,240	GOS	18,780	(540)	-3%	
Greenwood Lake Public Library	1,250	34,543	105,940	140,483	8,480	9,730	GRL	9,920	(190)	-2%	
Haverstraw Kings Daughters Public Library	2,500	203,389	206,109	409,497	24,700	27,200	HAV	24,820	2,380	10%	
Highland Falls Library	1,250	34,153	81,530	115,684	6,980	8,230	HFL	8,500	(270)	-3%	
Josephine-Louise Public Library	1,250	45,850	86,781	132,632	8,000	9,250	WAL	9,260	(10)	0%	
Liberty Public Library	750	28,241	73,073	101,315	6,110	6,860	LIB	7,220	(360)	-5%	
Livingston Manor-Roscoe Library	1,250	13,522	122,760	136,282	8,220	9,470	LIVROS	10,950	(1,480)	-14%	
Manakating Library District	750	33,806	67,913	101,719	6,140	6,890	MAM	7,290	(400)	-5%	
Moffat Library Of Washingtonville	1,250	106,181	91,330	197,510	11,920	13,170	WAS	12,710	460	4%	
Monroe Free Library	1,750	107,550	106,975	214,525	12,940	14,690	MFL	14,750	(60)	0%	
Montgomery Free Library	750	19,691	72,551	92,242	5,560	6,310	MNG	6,730	(420)	-6%	
Nanuet Public Library	1,750	147,647	165,853	313,500	18,910	20,660	NAN	19,590	1,070	5%	
New City Free Library	3,250	280,181	167,099	447,280	26,980	30,230	NWC	33,340	(3,110)	-9%	
Newburgh Free Library	2,500	199,397	215,005	414,402	25,000	27,500	NFL	26,270	1,230	5%	
Nyack Library	1,750	139,465	162,600	302,065	18,220	19,970	NYK	18,980	990	5%	
Orangeburg Library	1,250	38,637	96,508	135,145	8,150	9,400	ORG	9,690	(290)	-3%	
Palisades Free Library	750	22,204	71,372	93,576	5,650	6,400	PAL	6,900	(500)	-7%	
Pearl River Public Library	1,750	118,074	107,063	225,137	13,580	15,330	PRL	15,230	100	1%	
Piermont Library District	750	16,689	60,773	77,463	4,670	5,420	PMT	6,000	(580)	-10%	
Pine Bush Area Public Library District	1,250	44,812	74,393	119,205	7,190	8,440	PBL	8,740	(300)	-3%	
Port Jervis Free Library	1,250	62,685	93,969	156,654	9,450	10,700	PTJ	10,880	(180)	-2%	
Rosa Memorial Library Association	1,250	37,410	76,692	114,102	6,880	8,130	STP	8,730	(600)	-7%	
Staubsgburg Public Library	1,250	25,418	92,823	118,241	7,130	8,380	SLO	8,660	(280)	-3%	
Suffern Free Library	2,500	241,119	173,784	414,904	25,030	27,530	SUF	26,830	700	3%	
Sunshine Hall Free Library	750	14,400	70,488	84,887	5,120	5,870	ELD	6,480	(610)	-9%	
Tappan Library	1,250	61,071	80,825	141,896	8,560	9,830	TAP	10,480	(650)	-6%	
Trail Public Library District of Middletown	2,500	150,044	269,951	419,995	25,340	27,840	MID	28,260	(420)	-1%	
Tomkins Cove Public Library	1,250	10,400	87,021	97,421	5,880	7,130	TCL	7,850	(720)	-9%	
Tuxedo Park Library	1,250	37,087	76,985	114,073	6,880	8,130	TUX	8,440	(310)	-4%	
Valley Cottage Free Library	1,750	128,489	164,612	293,101	17,680	19,430	VCL	18,500	930	5%	
Wallkill Public Library	1,250	43,444	67,073	110,517	6,670	7,920	WAK	8,320	(400)	-5%	
West Nyack Free Library	1,250	82,827	96,289	179,116	10,810	12,060	WNY	12,240	(180)	-1%	
Western Sullivan Public Library	1,250	75,184	122,163	197,347	11,910	13,160	WSP	13,170	(10)	0%	
Woodbury Public Library	1,250	42,615	83,416	126,031	7,600	8,850	CVL	9,040	(190)	-2%	
TOTALS	\$ 67,250	4,124,917	5,126,917	9,251,833	\$ 558,130	\$ 625,400		\$ 625,400	\$ -	0%	



RAMAPO CATSKILL LIBRARY SYSTEM
2026 ILS Service Support 3-Year Circulation and Holdings Average Calculation
07/17/25 ILS Committee Approved
08/13/25 Director's Association Approved

C The 2024 State Annual Report (SAR) introduced several significant revisions that impact this report. Prior to 2024, Q4.16 Total Collection Use (Circulation) included the number of Successful Retrievals of Electronic Information - Q4.13. However, the 2024 SAR discontinued the collection of this metrics. The 2024 Collection Use is now calculated as follows: (Q4.11 Physical Item Circulation + E-Material Circulation: Q5.19 E-Books + Q5.20 E-Serials + Q5.21 E-Audio + Q5.22 E-Videos) = 2024 Collection Use.

D The 2024 SAR introduced modifications to the collection of holdings data as well. Quantities of electronic materials, including books, audio and video, are no longer recorded. Instead, the updated data point now in use is Q2.17: Total Physical Holdings.

NYS Annual Report Question #s	2022			2023			2024			3-Year Average Circulation			2022			2023			2024			3-Year Average Holdings			2022			2023			2024			3-Year Average Holdings			2022			2023			2024			3-Year Average Holdings			2022			2023			2024			3-Year Average Holdings			2022			2023			2024			3-Year Average Holdings			2022			2023			2024			3-Year Average Holdings			2022			2023			2024			3-Year Average Holdings			2022			2023			2024			3-Year Average Holdings			2022			2023			2024			3-Year Average Holdings			2022			2023			2024			3-Year Average Holdings			2022			2023			2024			3-Year Average Holdings			2022			2023			2024			3-Year Average Holdings			2022			2023			2024			3-Year Average Holdings			2022			2023			2024			3-Year Average Holdings			2022			2023			2024			3-Year Average Holdings			2022			2023			2024			3-Year Average Holdings			2022			2023			2024			3-Year Average Holdings			2022			2023			2024			3-Year Average Holdings			2022			2023			2024			3-Year Average Holdings			2022			2023			2024			3-Year 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RAMAPO
CATSKILL
LIBRARY
SYSTEM

2026 Budget Ballot

The Board of Trustees of the _____
Library on this day _____ of _____ 2025 approved a
resolution to

☐ accept

☐ not to accept

the Ramapo Catskill Library System 2026 RCLS Budget.

Board President *(signature)*

Board President *(Print)*

Please return by 4 p.m.

Friday, November 21, 2025

to

Grace Riario, Executive Director
Ramapo Catskill Library System