

Agenda
Castleton Public Library Board of Trustees Meeting
Castleton Village Hall, May 20, 2019 at 7:00pm

Welcome

Pledge of Allegiance

Roll Call

Adoption of Agenda

Public Comment

Old Business

- Library word-of-mouth advertising
- Trustees – Library program attendance

New Business

- Library Aide appointment
- UHLS Annual Celebration – Wednesday, June 12 in Latham
- Library donation – Long Range Plan
- Ribbon cutting for Community Room

President's Report

Secretary's Report

- Review of minutes from April 15, 2019

Treasurer's Report

Director's Report

Friends Report

Committee Reports

- Finance Committee – J. Farrell, N. Hans, M. Marcucci
- Administrative Committee – J. Griffin, O. Karis-Nix
- Operations/Capital projects – O. Karis-Nix, M. Marcucci, S. Mitchum
- Policy Committee – M. Aitken, N. Hans
- Long Range Plan Committees:
 - Sustainable Funding (N. Hans, O. Karis-Nix)
 - Library Space (J. Griffin, M. Marcucci)
 - Community Outreach & Visibility (M. Aitken, J. Farrell, S. Mitchum)

Announcements

Public Comment

Executive Session

Adjourn



Classes and Events at Castleton Public Library May 2019

Weekly Programs



Monday Mile Community Walk

Mondays at 5:00 p.m. May 6, 13, 20 (no walk on 5/27 – Memorial Day)

Location: Intersection of Main Street and Scott Avenue

Let's walk the Main Street Mile together every Monday (**weather permitting**)! We'll meet at the intersection of Main & Scott. All ages welcome (ages 10 & under must be accompanied by an adult).



Pajama Storytime

Tuesdays at 6:00 p.m. May 7, 14, 21, 28

Feel free to wear your pajamas or bring a stuffed animal friend to this evening storytime! Ages birth-8.



Learn & Play Storytime

Thursdays at 10:30 a.m. May 2, 9, 16, 23, 30

Children from birth to age 5 are invited to enjoy stories, rhymes, music, and movement while building their early literacy and motor skills! Join us every Thursday for fun and learning.

Other Programs



Read to Lacey the Therapy Dog

Monday, May 6, 4:00-5:00 p.m.

Lacey loves for kids to read to her! Stop in to read to Lacey, or just say hi.



After Dinner Book Club

After Dinner Book Club – *Less* by Andrew Sean Greer

Monday, May 6, 7:00 p.m.



Maple Hill Storytelling Performance

Tuesday, May 7, 6:30 p.m.

Hear tall tales, spooky stories, and stories to make you laugh out loud, performed by Maple Hill 7th graders!



Mother's Day Crafts

Thursday, May 9, 2:00-6:00 p.m.

Stop in to make a special craft for Mom, Grandma, or another special "Mom" in your life!



Bridge Club

Friday, May 10, 10:30 a.m.

Come play bridge with us! Geared toward beginners and players who need a refresher.



Family Movie Night – *The Lego Movie 2* (PG)

Friday, May 10, 6:00 p.m.



Chalk the Walk

Saturday, May 11, 10:00 a.m. – 4:00 p.m.

Bring some color to our front walkway with a variety of chalk!



Paper Clip Jewelry

Wednesday, May 15, 3:00-7:00 p.m.

Use paper clips and decorative tape to make a bracelet, necklace, or other craft!



Perler Bead Crafts

Saturday, May 18, 10:00 a.m. – 4:00 p.m.



Afternoon Book Club



Cool Science!



After Dinner Book Club



Afternoon Book Club – *Artemis* by Andy Weir

Tuesday, May 21, 1:00 p.m.

Cool Science: Optical Illusions

Tuesday, May 21, 4:00-6:00 p.m.

Learn about the science behind optical illusions and create your own. You won't believe your eyes!

Legal Clinic (appointment required; call 518-435-1770)

Tuesday, May 21, 6:30-7:30 p.m.

Fun On Two Wheels: A Short History of the Bicycle

Wednesday, May 22, 6:00 p.m.

It's National Bike Month! Join David Chinery as he traces the history of bicycles from 1815 to 1900, including the draisine, the velocipede, the boneshaker, the high wheel, and the safety bicycle. He'll also discuss the social changes bicycles brought about for men and women. On display will be an 1898 Columbia bicycle, which lacks one of today's most crucial bicycle elements.

Teen Time: Duct Tape Crafts

Thursday, May 23, 4:00-6:00 p.m.

Enjoy snacks as you create your unique duct tape designs! For teens in grades 6-12.

Legomania!

Friday, May 24, 10:00 a.m. – 6:00 p.m.

We'll have our big Lego bins out all day for this huge build-a-thon! Recommended for ages 3 and up.

Bridge Club

Friday, May 24, 10:30 a.m.

Come play bridge with us! Geared toward beginners and players who need a refresher.

Early Literacy Class: Sing, Dance & Play!

Saturday, May 25, 10:30 a.m.

Children ages birth to 5 enjoy an interactive class with songs, dance, and movement, followed by playtime!

Yard Yahtzee

Saturday, May 25, 1:00 p.m.

Come down to the library to play a giant version of one of our favorite games! We'll play Yahtzee on the front lawn, but in case of bad weather we'll play inside. For ages 7 and up.

Learn to Make Origami

Tuesday, May 28, 3:00-8:00 p.m.

Join us at the library and learn how to make an origami cat, a paper fortune teller, and more! Recommended for ages 8 and up.

After Dinner Book Club – *What She Ate: Six Remarkable Women and the Food that Tells Their Stories* by Laura Shapiro

Monday, June 3, 7:00 p.m.

Dementia Basics & The Alzheimer's Caregiver Support Initiative

Tuesday, June 4, 5:00 p.m.

Presenters from Eddy Alzheimer's Services will discuss dementia, including information about specific types, symptoms, & challenges that the person with the disease and the caregiver of that person face. The Alzheimer's Caregiver Support Initiative, a NYS Dept. of Health funded program that provides free resources and support to caregivers of individuals with Alzheimer's and other forms of dementia, will also be discussed.

Castleton Public Library

85 S. Main Street, Castleton, NY 12033

Phone: 518-732-0879

www.castletonpubliclibrary.org

www.facebook.com/castletonpubliclibrary

Library Hours:

Monday-Wednesday – 12:00-8:00 p.m.

Thursday-Friday – 10:00 a.m. – 6:00 p.m.

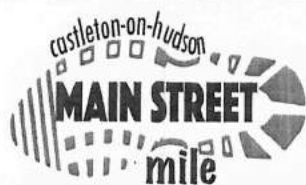
Saturday – 10:00 a.m. – 4:00 p.m.

Sunday – Closed



Classes and Events at Castleton Public Library June 2019

Weekly Programs



Monday Mile Community Walk

Mondays at 5:00 p.m. June 3, 10, 17, 24

Location: Intersection of Main Street and Scott Avenue

Let's walk the Main Street Mile together every Monday (**weather permitting**)! We'll meet at the intersection of Main & Scott. All ages welcome (ages 10 & under must be accompanied by an adult).



Pajama Storytime

Tuesdays at 6:00 p.m. June 4, 11, 18, 25

Feel free to wear your pajamas or bring a stuffed animal friend to this evening storytime! Ages birth-8.



Learn & Play Storytime

Thursdays at 10:30 a.m. June 6, 13, 20, 27

Children from birth to age 5 are invited to enjoy stories, rhymes, music, and movement while building their early literacy and motor skills! Join us every Thursday for fun and learning.

Other Programs



After Dinner Book Club

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Eddy Alzheimer's Services discusses dementia, including information about types, symptoms, & challenges that the person with the disease and their caregivers face. Learn about the Alzheimer's Caregiver Support Initiative, a NYS DOH funded program that provides free resources & support to caregivers of individuals with dementia.



Bridge Club

Friday, June 7, 10:30 a.m.

Come play bridge with us! Geared toward beginners and players who need a refresher.



Family Movie Night – *How to Train Your Dragon: The Hidden World* (PG)

Friday, June 7, 6:00 p.m.



Friends of CPL Pasta Dinner

Saturday, June 8, 5:00-7:00 p.m.

Location: Castleton Fire House, 11 Green Avenue, Castleton, NY 12033

Enjoy a pasta dinner with salad, bread, & drink for just \$8.00 per person! All proceeds benefit the library.



Read to Lacey the Therapy Dog

Monday, June 10, 4:00-5:00 p.m.

Lacey loves for kids to read to her! Stop in to read to Lacey, or just say hi.



Father's Day Crafts

Thursday, June 13, 2:00-6:00 p.m.

Stop in to make a special craft for Dad, Grandpa, or another special "Dad" in your life!



Crafternoon

Saturday, June 15, 10:00 a.m. – 4:00 p.m.



Afternoon Book Club

Afternoon Book Club – *Contagious: Why Things Catch On* by Jonah Berger

Tuesday, June 18, 1:00 p.m.

Legal Clinic (appointment required; call 518-435-1770)

Tuesday, June 18, 6:30-7:30 p.m.





Tick & Lyme Disease Prevention with Rensselaer Co. Dept. of Health

Wednesday, June 19, 6:00 p.m.

Learn how to protect yourself & your family from tick bites and tick-borne illnesses. *Register; call 518-732-0879.*



Bridge Club

Friday, June 21, 10:30 a.m.

Come play bridge with us! Geared toward beginners and players who need a refresher.

**VOLUNTEER
OPPORTUNITIES**

Summer Teen Volunteer Sign-Up

Tuesday, June 25, 2:00-8:00 p.m.

Ages 12 and up can volunteer. If you can't stop by today, that's ok! Call us at 518-732-0879 for an application.



Summer Reading Program Kickoff Party

Wednesday, June 26, 3:00-6:00 p.m.

School is out and Summer Reading is in! Sign up for our Summer Reading Program and enjoy some free ice cream. Can't make it to the party? You can sign up for SRP all summer long!



Restaurant Storytime

Thursday, June 27, 10:30 a.m.

Join us at the library to read a story about restaurants, then we'll walk down to Cherrybrook Café to meet a restaurant owner and learn about how a restaurant works!



Make a Bookmark!

Thursday, June 27, 12:00-6:00 p.m.

Get ready for a summer full of exciting reading by decorating your own bookmark!



Teen Time: Record-Breaking Challenges

Thursday, June 27, 4:00-6:00 p.m.

Ever wonder if you could break a world record? Join us to attempt fun challenges for prizes (even if you don't break a record!). For teens entering 6th-12th grades in the fall.



Early Literacy Playtime

Friday, June 28, 10:00-11:00 a.m.

Playing is learning! With a variety of age-appropriate toys and blocks provided, this drop-in playtime is designed for children ages birth to 5 to strengthen their early literacy skills while playing with caregivers & friends.



Pool Noodle Obstacle Course

Friday, June 28, 12:00-4:00 p.m.

Join us for an obstacle course full of fun! Jump, crawl, dodge, and throw all through a course made of pool noodles. Bring your friends and see who can be the champ.

CASTLETON-ON-HUDSON
FARMERS & ARTISANS
Market

CPL at the Castleton-on-Hudson Farmers and Artisans Market

Friday, June 28, 4:30-7:30 p.m.

Come visit our table at the Farmers Market! We'll have a fun craft and LEGOs for the kids.

Saturday
Storytime

Saturday Storytime

Saturday, June 29, 10:30 a.m.

Join Miss Joelle for story time and crafts! Suggested age range birth to age 6.

storytime
in the park

Storytime in the Park

Saturday, June 29, 11:30 a.m.

Location: Schodack Island State Park, 1 Schodack Island Way, Schodack Landing, NY 12156

Enjoy storytime at Schodack Island! Recommended for ages birth to 6. Park admission fee may apply.



All-Ages Book Signing – *The Dog in the Dentist's Chair: And Other True Stories of Animals Who Help, Comfort, & Love Kids*

Saturday, June 29, 2:00 p.m.

Join us for a signing of Peggy Frezon's book *The Dog in the Dentist's Chair*, and meet some of the animals featured in the book! Copies of the book will also be available for purchase from the author.

Castleton Public Library

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Phone: 518-732-0879

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Library Hours:

Monday-Wednesday – 12:00-8:00 p.m.

Thursday-Friday – 10:00 a.m. – 6:00 p.m.

Saturday – 10:00 a.m. – 4:00 p.m.

Sunday – Closed

Johnna Murray Camp
95 Fordham Road, Valatie, NY 12184
518-755-0443
johnnacamp@aol.com

Middlebury College	B.A. French, 1977
New York University	M.A. Early Childhood and Elementary Education, 1995

Current

Kinderhook Memorial Library	Library Aide since Jan 2018 (volunteer 2016-2017)
Chatham Public Library	Library Aide Substitute since early 2018

2010-2018

Rewraps, Chatham, NY	Manager of Clothing Store to benefit PS/21
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2008-2010

St. Mary's School, Lee, MA	K-8 th grade French teacher, part time
MacHaydn Music Theater Workshop	Directing kids' musicals (3 summers)

2001-2007

Berkshire Country Day School Lenox, MA	Pre-K to 4 th + 7 th & 8 th grade French teacher theater classes & production; 5 th homeroom
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<u>1993-1998</u> several schools including West Side Montessori, NY, NY	Early Childhood teacher (ass't then head) Head Teacher, Montessori 3-6 class
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1977-1992; 2000-2001 Professional theater work

Broadway:	
Into the Woods	Stage Manager
Sunday In The Park With George	Assistant to the Director/Author
Kingdoms	Stage Manager and Understudy
March of the Falsettos 1992	Consultant (orig. Stage Manager)
"Virginia Woolf" (Hagen, Pryce, Farrow, Broderick)	Benefit event. Stage Manager 1999

Off B'way, including:

Playwrights Horizons	Stage Manager, mostly new plays
Manhattan Theater Club	"
Theater at St. Peter's	" + Understudy
NY Shakespeare Festival/Public Theater	" + Shakespeare in Park
Lincoln Center Theater Institute	Stage Manager, A Winter's Tale
Madison Square Garden V-Day (70 stars)	Benefit event. Stage Manager 2001

Regional:

O'Neill National Playwrights Conference, CT	7 summers + 1 year as Managing Director
Old Globe Theater, San Diego, CA	Stage Manager
La Jolla Playhouse, La Jolla, CA	Stage Manager

*The Board of Trustees cordially
invites you to the*

UPPER HUDSON LIBRARY SYSTEM

58th ANNUAL CELEBRATION

June 12 2019

At five thirty in the evening

Holiday Inn Express

400 Old Loudon Road
Latham, NY 12110



UPPER HUDSON
LIBRARY SYSTEM

Together. For Better Libraries.

(Cut and return this side of the form - save
the invitation on the left)

Library affiliation: _____

Dinner choices:

- (V) Napoleon Vegetable Stack
- (C) Cranberry and Walnut Stuffed Chicken
- (B) Sliced Beef Tenderloin

Names

Dinner Selections (circle one)

_____	(V)	(C)	(B)
_____	(V)	(C)	(B)
_____	(V)	(C)	(B)
_____	(V)	(C)	(B)

of people _____ @ \$40.00 per person = \$ _____

Please make checks payable to:

Upper Hudson Library System
28 Essex Street
Albany, NY 12206

RSVP by May 24, 2019

Castleton Public Library Board of Trustees Meeting
Monday April 15, 2019 Minutes

Welcome/Pledge of Allegiance: Meeting called to order by President Karis-Nix at 7:03 pm.

Roll Call: Present: Olivia Karis-Nix, President; Mary Claire Aitken, Secretary; Nathan Hans, Treasurer; Maria Marcucci, Trustee; Shane Mitchum, Trustee; Jacki Griffin, Vice President; and Melissa Tacke, Library Director. Absent: Jillian Farrell, Trustee.

Adoption of Agenda: Adopted on motion of Treasurer Hans; seconded by Vice Pres. Griffin.

Old Business: The Zack Goldstein Memorial will be held April 20, 2019 at 2pm with a plaque and picture dedication. Library programs were discussed.

New Business: Quotes were reviewed for the furniture vendors for the Annex renovation. President Karis-Nix motioned to accept the quote from Creative Library Concepts and seconded by Treasurer Hans. The Board voted and the quote was unanimously approved. The Board discussed the need for a Meraki access point for WiFi access for the annex to improve library communication. The proposed cost is \$500. President Karis-Nix motioned to approve the purchase and Treasurer Hans seconded. The Board voted unanimously to approve the purchase of the Meraki access point. The Board discussed the UHLS Youth My Card project, which is designed to remove barriers to library access with a fine-free limited access library card to be given to youth, allowing Castleton Public Library to both accept the My Card and sign up participants. Vice President Griffin motioned to accept the My Card program and Trustee Marcucci seconded. Unanimously approved.

President's Report: President Karis-Nix informed the Board that she completed paperwork for our County funding, a half-day UHLS training was done with the Director, new Board member training will be instituted, and the President and Library Director will meet the first Monday of the month to discuss library issues.

Secretary's Report: Treasurer Hans motioned to approve the March 2019 meeting minutes. Seconded by Trustee Marcucci. Unanimously approved.

Treasurer's Report: President Karis-Nix motioned to approve the March 2019 Check Detail Reports. Seconded by Vice President Griffin. Unanimously approved.

Director's Report: A renovation update was provided for the Annex. Data from the elimination of fines was presented for the first quarter of 2019, which demonstrated a less than expected overall loss of 8%, with an increase of donations. Funding was also received from the Kiwanis and Stewarts.

Friends Report: Fundraising events were reviewed, such as the bottle drive.

Committee Reports: The Finance Committee reported a request for increased funding from the Village. The Operations/Capital Projects Committee reported on the other items selected for the Annex renovation such as finishes and furniture. The Community Outreach and Visibility Committee reported on action items, including suggested attendance at the Town Board meetings to present library activities such as the Summer Reading Program.

Announcements: None

Public Comment: None

Executive Session: None

Adjourned upon motion by Trustee Marcucci and seconded by Treasurer Hans at 8:06pm.

The Castleton Public Library
Check Detail

April 2019

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	DEBIT	04/01/2019	Dollar Tree	200.2 · Citizens Checking Account		-2.16
Bill		04/01/2019		7410.4D · Programs	-2.16	2.16
TOTAL					-2.16	2.16
Bill Pmt -Check	DEBIT	04/01/2019	Facebook	200.2 · Citizens Checking Account		-7.00
Bill	2109345085...	04/01/2019		7410.4D · Programs	-7.00	7.00
TOTAL					-7.00	7.00
Bill Pmt -Check	DEBIT	04/02/2019	CVS	200.2 · Citizens Checking Account		-7.55
Bill		04/02/2019		7410.4K · Miscellaneous	-7.55	7.55
TOTAL					-7.55	7.55
Bill Pmt -Check	DEBIT	04/02/2019	Michael's	200.2 · Citizens Checking Account		-16.52
Bill		04/02/2019		7410.4K · Miscellaneous	-16.52	16.52
TOTAL					-16.52	16.52
Bill Pmt -Check	DEBIT	04/02/2019	Amazon LLC	200.2 · Citizens Checking Account		-14.96
Bill	1143282311...	04/02/2019		74104B1 · DVDs & Other Materials	-14.96	14.96
TOTAL					-14.96	14.96
Bill Pmt -Check	DEBIT	04/02/2019	Amazon LLC	200.2 · Citizens Checking Account		-33.98
Bill	1140632238...	04/02/2019		74104B1 · DVDs & Other Materials	-33.98	33.98
TOTAL					-33.98	33.98
Bill Pmt -Check	DEBIT	04/05/2019	Edward Mangione...	200.2 · Citizens Checking Account		-7.70
Bill		04/05/2019		7410.4C · Equipment/Technology	-7.70	7.70
TOTAL					-7.70	7.70
Bill Pmt -Check	DEBIT	04/09/2019	Aldi	200.2 · Citizens Checking Account		-1.55
Bill		04/09/2019		7410.4D · Programs	-1.55	1.55
TOTAL					-1.55	1.55
Bill Pmt -Check	DEBIT	04/09/2019	Amazon LLC	200.2 · Citizens Checking Account		-11.22
Bill	1144519511...	04/09/2019		7410.4D · Programs	-11.22	11.22
TOTAL					-11.22	11.22
Bill Pmt -Check	DEBIT	04/09/2019	Amazon LLC	200.2 · Citizens Checking Account		-25.95
Bill	1140632238...	04/09/2019		74104B1 · DVDs & Other Materials	-25.95	25.95
TOTAL					-25.95	25.95

The Castleton Public Library
Check Detail

April 2019

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	DEBIT	04/09/2019	Amazon LLC	200.2 · Citizens Checking Account		-39.93
Bill	1147094867...	04/09/2019		74104B1 · DVDs & Other Materials	-39.93	39.93
TOTAL					-39.93	39.93
Bill Pmt -Check	DEBIT	04/09/2019	Amazon LLC	200.2 · Citizens Checking Account		-9.90
Bill	1147094867...	04/09/2019		74104B1 · DVDs & Other Materials	-9.90	9.90
TOTAL					-9.90	9.90
Bill Pmt -Check	DEBIT	04/16/2019	Amazon LLC	200.2 · Citizens Checking Account		-17.99
Bill	1140632238...	04/16/2019		74104B1 · DVDs & Other Materials	-17.99	17.99
TOTAL					-17.99	17.99
Bill Pmt -Check	DEBIT	04/16/2019	Amazon LLC	200.2 · Citizens Checking Account		-14.96
Bill	1147094867...	04/16/2019		74104B1 · DVDs & Other Materials	-14.96	14.96
TOTAL					-14.96	14.96
Bill Pmt -Check	DEBIT	04/20/2019	Aldi	200.2 · Citizens Checking Account		-25.08
Bill		04/20/2019		7410.4D · Programs	-25.08	25.08
TOTAL					-25.08	25.08
Bill Pmt -Check	DEBIT	04/22/2019	Amazon LLC	200.2 · Citizens Checking Account		-18.24
Bill	1146814415...	04/22/2019		74104B1 · DVDs & Other Materials	-18.24	18.24
TOTAL					-18.24	18.24
Bill Pmt -Check	DEBIT	04/23/2019	Amazon LLC	200.2 · Citizens Checking Account		-16.92
Bill	1149779974...	04/23/2019		74104B3 · Print Materials	-16.92	16.92
TOTAL					-16.92	16.92
Bill Pmt -Check	DEBIT	04/23/2019	Amazon LLC	200.2 · Citizens Checking Account		-19.99
Bill	1147094867...	04/23/2019		74104B1 · DVDs & Other Materials	-19.99	19.99
TOTAL					-19.99	19.99
Bill Pmt -Check	DEBIT	04/25/2019	Amazon LLC	200.2 · Citizens Checking Account		-191.69
Bill	1143610749...	04/25/2019		74104D1 · Summer Reading Program	-191.69	191.69
TOTAL					-191.69	191.69
Bill Pmt -Check	DEBIT	04/25/2019	Amazon LLC	200.2 · Citizens Checking Account		-52.48
Bill	1142865247...	04/25/2019		74104D1 · Summer Reading Program	-52.48	52.48
TOTAL					-52.48	52.48

The Castleton Public Library
Check Detail

April 2019

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	2464	04/04/2019	Lawlor Constructi...	200.2 · Citizens Checking Account		-12,000.00
Bill		04/04/2019		7410.2A · Renovation of Library Space	-12,000.00	12,000.00
TOTAL					-12,000.00	12,000.00
Bill Pmt -Check	2465	04/08/2019	Village of Castleto...	200.2 · Citizens Checking Account		-3,976.70
Bill	84134	04/02/2019		7410.1A · Gross wages - Director	-1,864.41	1,864.41
				7410.1B · Gross wages - Librarian	-574.88	574.88
				7410.1C · Gross wages - Assistant	-1,258.67	1,258.67
				9030.8 · Social Security/Medicare	-278.74	278.74
TOTAL					-3,976.70	3,976.70
Bill Pmt -Check	2466	04/08/2019	Village of Castleto...	200.2 · Citizens Checking Account		-548.72
Bill	84135	04/02/2019		9060.8 · Health Insurance	-548.72	548.72
TOTAL					-548.72	548.72
Bill Pmt -Check	2467	04/08/2019	UHLS	200.2 · Citizens Checking Account		-913.25
Bill	19-155	04/04/2019		7410.4E · Automated Services	-913.25	913.25
TOTAL					-913.25	913.25
Bill Pmt -Check	2468	04/08/2019	Village of Castleto...	200.2 · Citizens Checking Account		-103.50
Bill	84138	04/04/2019		9055.8 · Disability	-103.50	103.50
TOTAL					-103.50	103.50
Bill Pmt -Check	2469	04/08/2019	Brodart	200.2 · Citizens Checking Account		-221.92
Bill	MULTIPLE	04/04/2019		74104B3 · Print Materials	-221.92	221.92
TOTAL					-221.92	221.92
Bill Pmt -Check	2470	04/08/2019	Time Warner Cable	200.2 · Citizens Checking Account		-91.94
Bill	8688574010...	04/01/2019		7410.4H · Telephone/Data Links	-91.94	91.94
TOTAL					-91.94	91.94
Bill Pmt -Check	2471	04/10/2019	Insul-Tech Energy...	200.2 · Citizens Checking Account		-1,350.00
Bill		04/10/2019		7410.2A · Renovation of Library Space	-1,350.00	1,350.00
TOTAL					-1,350.00	1,350.00
Bill Pmt -Check	2472	04/12/2019	Awards by Walsh'...	200.2 · Citizens Checking Account		-50.00
Bill	147861	04/04/2019		7410.4K · Miscellaneous	-50.00	50.00
TOTAL					-50.00	50.00
Bill Pmt -Check	2473	04/11/2019	OverDrive	200.2 · Citizens Checking Account		-159.00
Bill	MULTIPLE	04/09/2019		74104B2 · Electronic Content	-159.00	159.00
TOTAL					-159.00	159.00

The Castleton Public Library
Check Detail

April 2019

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	2474	04/23/2019	Lawlor Constructi...	200.2 · Citizens Checking Account		-10,000.00
Bill		04/23/2019		7410.2A · Renovation of Library Space	-10,000.00	10,000.00
TOTAL					-10,000.00	10,000.00
Bill Pmt -Check	2475	04/23/2019	Wolberg Lighting	200.2 · Citizens Checking Account		-543.40
Bill	1930557	04/23/2019		7410.2A · Renovation of Library Space	-543.40	543.40
TOTAL					-543.40	543.40
Bill Pmt -Check	2476	04/15/2019	Village of Castlato...	200.2 · Citizens Checking Account		-4,167.23
Bill	84144	04/15/2019		7410.1A · Gross wages - Director	-1,864.41	1,864.41
				7410.1B · Gross wages - Librarian	-720.88	720.88
				7410.1C · Gross wages - Assistant	-1,289.66	1,289.66
				9030.8 · Social Security/Medicare	-292.28	292.28
TOTAL					-4,167.23	4,167.23
Bill Pmt -Check	2477	04/15/2019	MiSci	200.2 · Citizens Checking Account		-150.00
Bill	2018-40	04/15/2019		74104D1 · Summer Reading Program	-150.00	150.00
TOTAL					-150.00	150.00
Bill Pmt -Check	2478	04/20/2019	Brodart	200.2 · Citizens Checking Account		-745.68
Bill	MULTIPLE	04/18/2019		74104B3 · Print Materials	-745.68	745.68
TOTAL					-745.68	745.68
Bill Pmt -Check	2479	04/19/2019	Recorded Books, ...	200.2 · Citizens Checking Account		-39.99
Bill		04/05/2019		74104B4 · Audiobooks	-39.99	39.99
TOTAL					-39.99	39.99
Bill Pmt -Check	2480	04/19/2019	Times Union	200.2 · Citizens Checking Account		-102.00
Bill		04/15/2019		74104B5 · Magazines and Newspapers	-102.00	102.00
TOTAL					-102.00	102.00

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05/03/19

The Castleton Public Library
Reconciliation Summary

200.1 · Citizens Money Market, Period Ending 04/30/2019

	<u>Apr 30, 19</u>
Beginning Balance	214,172.63
Cleared Transactions	
Checks and Payments - 3 items	-45,000.00
Deposits and Credits - 3 items	333.51
Total Cleared Transactions	<u>-44,666.49</u>
Cleared Balance	<u>169,506.14</u>
Register Balance as of 04/30/2019	169,506.14
Ending Balance	169,506.14

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The Castleton Public Library
Reconciliation Detail

200.1 · Citizens Money Market, Period Ending 04/30/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						214,172.63
Cleared Transactions						
Checks and Payments - 3 items						
Transfer	04/04/2019			X	-12,000.00	-12,000.00
Transfer	04/16/2019			X	-20,000.00	-32,000.00
Transfer	04/29/2019			X	-13,000.00	-45,000.00
Total Checks and Payments					-45,000.00	-45,000.00
Deposits and Credits - 3 items						
Deposit	04/04/2019			X	275.45	275.45
Deposit	04/19/2019			X	54.89	330.34
Deposit	04/30/2019			X	3.17	333.51
Total Deposits and Credits					333.51	333.51
Total Cleared Transactions					-44,666.49	-44,666.49
Cleared Balance					-44,666.49	169,506.14
Register Balance as of 04/30/2019					-44,666.49	169,506.14
Ending Balance					-44,666.49	169,506.14

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The Castleton Public Library
Reconciliation Summary

200.2 · Citizens Checking Account, Period Ending 04/30/2019

	Apr 30, 19
Beginning Balance	22,148.63
Cleared Transactions	
Checks and Payments - 41 items	-36,577.34
Deposits and Credits - 3 items	45,000.00
Total Cleared Transactions	8,422.66
Cleared Balance	<u>30,571.29</u>
Register Balance as of 04/30/2019	30,571.29
Ending Balance	30,571.29

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05/03/19

The Castleton Public Library Reconciliation Detail

200.2 - Citizens Checking Account, Period Ending 04/30/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						22,148.63
Cleared Transactions						
Checks and Payments - 41 items						
Bill Pmt -Check	03/11/2019	2451	William C. Adams	X	-420.00	-420.00
Bill Pmt -Check	03/25/2019	2460	Hancock Shaker Vil...	X	-250.00	-670.00
Bill Pmt -Check	03/29/2019	2462	U.S. Bank	X	-133.25	-803.25
Bill Pmt -Check	03/29/2019	2463	Recorded Books, L...	X	-74.99	-878.24
Bill Pmt -Check	04/01/2019	DEBIT	Facebook	X	-7.00	-885.24
Bill Pmt -Check	04/01/2019	DEBIT	Dollar Tree	X	-2.16	-887.40
Bill Pmt -Check	04/02/2019	DEBIT	Amazon LLC	X	-33.98	-921.38
Bill Pmt -Check	04/02/2019	DEBIT	Michael's	X	-16.52	-937.90
Bill Pmt -Check	04/02/2019	DEBIT	Amazon LLC	X	-14.96	-952.86
Bill Pmt -Check	04/02/2019	DEBIT	CVS	X	-7.55	-960.41
Bill Pmt -Check	04/04/2019	2464	Lawlor Constructio...	X	-12,000.00	-12,960.41
Bill Pmt -Check	04/05/2019	DEBIT	Edward Mangione ...	X	-7.70	-12,968.11
Bill Pmt -Check	04/08/2019	2465	Village of Castleton...	X	-3,976.70	-16,944.81
Bill Pmt -Check	04/08/2019	2467	UHLS	X	-913.25	-17,858.06
Bill Pmt -Check	04/08/2019	2466	Village of Castleton...	X	-548.72	-18,406.78
Bill Pmt -Check	04/08/2019	2469	Brodart	X	-221.92	-18,628.70
Bill Pmt -Check	04/08/2019	2468	Village of Castleton...	X	-103.50	-18,732.20
Bill Pmt -Check	04/08/2019	2470	Time Warner Cable	X	-91.94	-18,824.14
Bill Pmt -Check	04/09/2019	DEBIT	Amazon LLC	X	-39.93	-18,864.07
Bill Pmt -Check	04/09/2019	DEBIT	Amazon LLC	X	-25.95	-18,890.02
Bill Pmt -Check	04/09/2019	DEBIT	Amazon LLC	X	-11.22	-18,901.24
Bill Pmt -Check	04/09/2019	DEBIT	Amazon LLC	X	-9.90	-18,911.14
Bill Pmt -Check	04/09/2019	DEBIT	Aldi	X	-1.55	-18,912.69
Bill Pmt -Check	04/10/2019	2471	Insul-Tech Energy ...	X	-1,350.00	-20,262.69
Bill Pmt -Check	04/11/2019	2473	OverDrive	X	-159.00	-20,421.69
Bill Pmt -Check	04/12/2019	2472	Awards by Walsh's ...	X	-50.00	-20,471.69
Bill Pmt -Check	04/15/2019	2476	Village of Castleton...	X	-4,167.23	-24,638.92
Bill Pmt -Check	04/15/2019	2477	MiSci	X	-150.00	-24,788.92
Bill Pmt -Check	04/16/2019	DEBIT	Amazon LLC	X	-17.99	-24,806.91
Bill Pmt -Check	04/16/2019	DEBIT	Amazon LLC	X	-14.96	-24,821.87
Bill Pmt -Check	04/19/2019	2480	Times Union	X	-102.00	-24,923.87
Bill Pmt -Check	04/19/2019	2479	Recorded Books, L...	X	-39.99	-24,963.86
Bill Pmt -Check	04/20/2019	2478	Brodart	X	-745.68	-25,709.54
Bill Pmt -Check	04/20/2019	DEBIT	Aldi	X	-25.08	-25,734.62
Bill Pmt -Check	04/22/2019	DEBIT	Amazon LLC	X	-18.24	-25,752.86
Bill Pmt -Check	04/23/2019	2474	Lawlor Constructio...	X	-10,000.00	-35,752.86
Bill Pmt -Check	04/23/2019	2475	Wolberg Lighting	X	-543.40	-36,296.26
Bill Pmt -Check	04/23/2019	DEBIT	Amazon LLC	X	-19.99	-36,316.25
Bill Pmt -Check	04/23/2019	DEBIT	Amazon LLC	X	-16.92	-36,333.17
Bill Pmt -Check	04/25/2019	DEBIT	Amazon LLC	X	-191.69	-36,524.86
Bill Pmt -Check	04/25/2019	DEBIT	Amazon LLC	X	-52.48	-36,577.34
Total Checks and Payments					-36,577.34	-36,577.34

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The Castleton Public Library
Reconciliation Detail

200.2 · Citizens Checking Account, Period Ending 04/30/2019

Type	Date	Num	Name	Clr	Amount	Balance
Deposits and Credits - 3 items						
Transfer	04/04/2019			X	12,000.00	12,000.00
Transfer	04/16/2019			X	20,000.00	32,000.00
Transfer	04/29/2019			X	13,000.00	45,000.00
Total Deposits and Credits					45,000.00	45,000.00
Total Cleared Transactions					8,422.66	8,422.66
Cleared Balance					8,422.66	30,571.29
Register Balance as of 04/30/2019					8,422.66	30,571.29
Ending Balance					8,422.66	30,571.29

The Castleton Public Library

Profit & Loss

April 2019

	Apr 19
Ordinary Income/Expense	
Income	
2082 · Library Charges	
2082.1 · Library Fines & Fees	
2082.11 · Fines	5.93
2082.12 · Lost Books	12.40
2082.13 · Copies, Prints and Faxes	37.65
2082.14 · Register Overage/Shortage	0.00
Total 2082.1 · Library Fines & Fees	55.98
Total 2082 · Library Charges	55.98
2401 · Interest & Earnings	3.17
2705 · Gifts & Donations	274.36
Total Income	333.51
Gross Profit	333.51
Expense	
7410.1 · Personal Services	
7410.11 · Employee Gross Wages	
7410.1A · Gross wages - Director	3,728.82
7410.1B · Gross wages - Librarian	1,295.76
7410.1C · Gross wages - Assistant	2,548.33
Total 7410.11 · Employee Gross Wages	7,572.91
Total 7410.1 · Personal Services	7,572.91
7410.2 · Equipment & Capital Outlay	
7410.2A · Renovation of Library Space	23,893.40
Total 7410.2 · Equipment & Capital Outlay	23,893.40
7410.4 · Contractual Expenses	
7410.4B · Library Materials	
74104B5 · Magazines and Newspapers	102.00
74104B4 · Audiobooks	39.99
74104B3 · Print Materials	984.52
74104B2 · Electronic Content	159.00
74104B1 · DVDs & Other Materials	195.90
Total 7410.4B · Library Materials	1,481.41
7410.4C · Equipment/Technology	7.70
7410.4D · Programs	
74104D1 · Summer Reading Program	394.17
7410.4D · Programs - Other	47.01
Total 7410.4D · Programs	441.18
7410.41 · Operations and Administrative	
7410.4E · Automated Services	913.25
7410.4H · Telephone/Data Links	91.94
Total 7410.41 · Operations and Administrative	1,005.19
7410.4K · Miscellaneous	74.07
Total 7410.4 · Contractual Expenses	3,009.55

The Castleton Public Library

Profit & Loss

April 2019

	Apr 19
9000 · Employee - Benefits	
9030.8 · Social Security/Medicare	571.02
9055.8 · Disability	103.50
9060.8 · Health Insurance	548.72
Total 9000 · Employee - Benefits	1,223.24
Total Expense	35,699.10
Net Ordinary Income	-35,365.59
Net Income	-35,365.59

The Castleton Public Library
Profit & Loss Budget vs. Actual

January through April 2019

	Jan - Apr 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
2082 · Library Charges				
2082.1 · Library Fines & Fees				
2082.11 · Fines	35.84	0.00	35.84	100.0%
2082.12 · Lost Books	66.38	0.00	66.38	100.0%
2082.13 · Copies, Prints and Faxes	217.45	700.00	-482.55	31.1%
2082.14 · Register Overage/Shortage	0.05	0.00	0.05	100.0%
Total 2082.1 · Library Fines & Fees	319.72	700.00	-380.28	45.7%
Total 2082 · Library Charges	319.72	700.00	-380.28	45.7%
2360 · Intergovernmental Revenues				
2360.1 · Town of Schodack	130,410.00	130,410.00	0.00	100.0%
2360.2 · Village of Castleton	0.00	14,000.00	-14,000.00	0.0%
2360.3 · Rensselaer County	0.00	3,325.00	-3,325.00	0.0%
Total 2360 · Intergovernmental Revenues	130,410.00	147,735.00	-17,325.00	88.3%
2401 · Interest & Earnings	10.75	35.00	-24.25	30.7%
2705 · Gifts & Donations				
2705.1 · Friend's SRP	1,000.00	1,000.00	0.00	100.0%
2705 · Gifts & Donations - Other	4,428.88	4,000.00	428.88	110.7%
Total 2705 · Gifts & Donations	5,428.88	5,000.00	428.88	108.6%
2760 · Library System Grants				
2760.3 · Grants - Library Renovation	0.00	21,480.00	-21,480.00	0.0%
2760.1 · LLSA and ERATE (UHLS)	0.00	1,400.00	-1,400.00	0.0%
2760.9 · Grants - Other	4,200.00	3,500.00	700.00	120.0%
Total 2760 · Library System Grants	4,200.00	26,380.00	-22,180.00	15.9%
599 · Appropriated Fund Balance	0.00	5,000.00	-5,000.00	0.0%
Total Income	140,369.35	184,850.00	-44,480.65	75.9%
Gross Profit	140,369.35	184,850.00	-44,480.65	75.9%
Expense				
7410.1 · Personal Services				
7410.11 · Employee Gross Wages				
7410.1A · Gross wages - Director	14,879.44	48,661.00	-33,781.56	30.6%
7410.1B · Gross wages - Librarian	5,502.99	18,985.00	-13,482.01	29.0%
7410.1C · Gross wages - Assistant	10,345.17	37,300.00	-26,954.83	27.7%
Total 7410.11 · Employee Gross Wages	30,727.60	104,946.00	-74,218.40	29.3%
Total 7410.1 · Personal Services	30,727.60	104,946.00	-74,218.40	29.3%
7410.2 · Equipment & Capital Outlay				
7410.2A · Renovation of Library Space	23,893.40	42,962.00	-19,068.60	55.6%
Total 7410.2 · Equipment & Capital Outlay	23,893.40	42,962.00	-19,068.60	55.6%
7410.4 · Contractual Expenses				
7410.4B · Library Materials				
74104B6 · Museum Passes	845.00	1,600.00	-755.00	52.8%
74104B5 · Magazines and Newspapers	348.97	960.00	-611.03	36.4%
74104B4 · Audiobooks	159.98	480.00	-320.02	33.3%
74104B3 · Print Materials	3,487.04	6,750.00	-3,262.96	51.7%
74104B2 · Electronic Content	1,634.31	2,754.00	-1,119.69	59.3%
74104B1 · DVDs & Other Materials	722.95	1,900.00	-1,177.05	38.1%
7410.4B · Library Materials - Other	128.52	110.00	18.52	116.8%
Total 7410.4B · Library Materials	7,326.77	14,554.00	-7,227.23	50.3%
7410.4C · Equipment/Technology	422.40	2,500.00	-2,077.60	16.9%
7410.4D · Programs				
74104D1 · Summer Reading Program	394.17	3,000.00	-2,605.83	13.1%
7410.4D · Programs - Other	588.87	2,500.00	-1,911.13	23.6%
Total 7410.4D · Programs	983.04	5,500.00	-4,516.96	17.9%

The Castleton Public Library
Profit & Loss Budget vs. Actual

January through April 2019

	Jan - Apr 19	Budget	\$ Over Budget	% of Budget
7410.41 · Operations and Administrative				
7410.4A · Staff Development/Edu	137.73	800.00	-662.27	17.2%
7410.4E · Automated Services	1,826.50	3,275.00	-1,448.50	55.8%
7410.4G · Postage	167.13	250.00	-82.87	66.9%
7410.4H · Telephone/Data Links	354.50	1,050.00	-695.50	33.8%
7410.4I · Insurance	1,621.05	2,300.00	-678.95	70.5%
7410.4F · Office and Library Supplies	549.29	1,200.00	-650.71	45.8%
7410.4J · Professional Services	420.00	640.00	-220.00	65.6%
Total 7410.41 · Operations and Administrative	5,076.20	9,515.00	-4,438.80	53.3%
7410.4K · Miscellaneous	74.07	25.00	49.07	296.3%
Total 7410.4 · Contractual Expenses	13,882.48	32,094.00	-18,211.52	43.3%
9000 · Employee - Benefits				
9010.8 · NYS Retirement	0.00	7,100.00	-7,100.00	0.0%
9030.8 · Social Security/Medicare	2,317.41	7,800.00	-5,482.59	29.7%
9040.8 · Workers Comp	156.84	1,000.00	-843.16	15.7%
9055.8 · Disability	207.00	650.00	-443.00	31.8%
9060.8 · Health Insurance				
9060.81 · HRA Funding	0.00	1,500.00	-1,500.00	0.0%
9060.8 · Health Insurance - Other	2,194.88	8,280.00	-6,085.12	26.5%
Total 9060.8 · Health Insurance	2,194.88	9,780.00	-7,585.12	22.4%
Total 9000 · Employee - Benefits	4,876.13	26,330.00	-21,453.87	18.5%
Total Expense	73,379.61	206,332.00	-132,952.39	35.6%
Net Ordinary Income	66,989.74	-21,482.00	88,471.74	-311.8%
Net Income	66,989.74	-21,482.00	88,471.74	-311.8%

The Castleton Public Library
Profit & Loss Forecast vs. Actual

Accrual Basis

January through April 2019

	Jan - Apr 19	Forecast	\$ Over Forecast	% of Forecast
Ordinary Income/Expense				
Income				
2082 · Library Charges				
2082.1 · Library Fines & Fees				
2082.11 · Fines	35.84	567.38	-531.54	6.3%
2082.12 · Lost Books	66.38			
2082.13 · Copies, Prints and Faxes	217.45	318.58	-101.13	68.3%
2082.14 · Register Overage/Shortage	0.05	-0.28	0.33	-17.9%
Total 2082.1 · Library Fines & Fees	319.72	885.68	-565.96	36.1%
Total 2082 · Library Charges	319.72	885.68	-565.96	36.1%
2360 · Intergovernmental Revenues				
2360.1 · Town of Schodack	130,410.00	113,400.00	17,010.00	115.0%
2360.2 · Village of Castleton	0.00	0.00	0.00	0.0%
2360.3 · Rensselaer County	0.00	0.00	0.00	0.0%
Total 2360 · Intergovernmental Revenues	130,410.00	113,400.00	17,010.00	115.0%
2401 · Interest & Earnings	10.75	11.46	-0.71	93.8%
2705 · Gifts & Donations				
2705.1 · Friend's SRP	1,000.00	1,000.00	0.00	100.0%
2705 · Gifts & Donations - Other	4,428.88	3,105.20	1,323.68	142.6%
Total 2705 · Gifts & Donations	5,428.88	4,105.20	1,323.68	132.2%
2760 · Library System Grants				
2760.1 · LLSA and ERATE (UHLS)	0.00	0.00	0.00	0.0%
2760.9 · Grants - Other	4,200.00	750.00	3,450.00	560.0%
Total 2760 · Library System Grants	4,200.00	750.00	3,450.00	560.0%
Total Income	140,369.35	119,152.34	21,217.01	117.8%
Gross Profit	140,369.35	119,152.34	21,217.01	117.8%
Expense				
7410.1 · Personal Services				
7410.11 · Employee Gross Wages				
7410.1A · Gross wages - Director	14,879.44	16,134.48	-1,255.04	92.2%
7410.1B · Gross wages - Librarian	5,502.99	5,802.33	-299.34	94.8%
7410.1C · Gross wages - Assistant	10,345.17	9,884.72	460.45	104.7%
Total 7410.11 · Employee Gross Wages	30,727.60	31,821.53	-1,093.93	96.6%
Total 7410.1 · Personal Services	30,727.60	31,821.53	-1,093.93	96.6%
7410.2 · Equipment & Capital Outlay				
7410.2A · Renovation of Library Space	23,893.40			
Total 7410.2 · Equipment & Capital Outlay	23,893.40			
7410.4 · Contractual Expenses				
7410.4B · Library Materials				
74104B6 · Museum Passes	845.00	670.00	175.00	126.1%
74104B5 · Magazines and Newspapers	348.97	328.70	20.27	106.2%
74104B4 · Audiobooks	159.98	106.77	53.21	149.8%
74104B3 · Print Materials	3,487.04	1,915.30	1,571.74	182.1%
74104B2 · Electronic Content	1,634.31	1,069.81	564.50	152.8%
74104B1 · DVDs & Other Materials	722.95	612.52	110.43	118.0%
7410.4B · Library Materials - Other	128.52	106.92	21.60	120.2%
Total 7410.4B · Library Materials	7,326.77	4,810.02	2,516.75	152.3%
7410.4C · Equipment/Technology	422.40	934.70	-512.30	45.2%
7410.4D · Programs				
74104D1 · Summer Reading Program	394.17	0.00	394.17	100.0%
7410.4D · Programs - Other	588.87	917.06	-328.19	64.2%
Total 7410.4D · Programs	983.04	917.06	65.98	107.2%
7410.41 · Operations and Administrative				
7410.4A · Staff Development/Edu	137.73	302.88	-165.15	45.5%
7410.4E · Automated Services	1,826.50	1,637.50	189.00	111.5%
7410.4G · Postage	167.13	40.64	126.49	411.2%
7410.4H · Telephone/Data Links	354.50	344.20	10.30	103.0%
7410.4I · Insurance	1,621.05	1,304.98	316.07	124.2%
7410.4F · Office and Library Supplies	549.29	8.50	540.79	6,462.2%
7410.4J · Professional Services	420.00	420.00	0.00	100.0%
Total 7410.41 · Operations and Administrative	5,076.20	4,058.70	1,017.50	125.1%
7410.4K · Miscellaneous	74.07	8.00	66.07	925.9%
Total 7410.4 · Contractual Expenses	13,882.48	10,728.48	3,154.00	129.4%

The Castleton Public Library
Profit & Loss Forecast vs. Actual

Accrual Basis

January through April 2019

	Jan - Apr 19	Forecast	\$ Over Forecast	% of Forecast
9000 · Employee - Benefits				
9010.8 · NYS Retirement	0.00	0.00	0.00	0.0%
9030.8 · Social Security/Medicare	2,317.41	2,415.13	-97.72	96.0%
9040.8 · Workers Comp	156.84	182.55	-25.71	85.9%
9055.8 · Disability	207.00	88.30	118.70	234.4%
9060.8 · Health Insurance	2,194.88	2,194.88	0.00	100.0%
Total 9000 · Employee - Benefits	4,876.13	4,880.86	-4.73	99.9%
Total Expense	73,379.61	47,430.87	25,948.74	154.7%
Net Ordinary Income	66,989.74	71,721.47	-4,731.73	93.4%
Net Income	66,989.74	71,721.47	-4,731.73	93.4%

The Castleton Public Library

Balance Sheet

As of April 30, 2019

	Apr 30, 19
ASSETS	
Current Assets	
Checking/Savings	
200.1 · Citizens Money Market	169,506.14
200.2 · Citizens Checking Account	30,571.29
200.9 · Petty Cash	50.00
Total Checking/Savings	200,127.43
Other Current Assets	
395 · Deposits with Other Government	3,500.00
Total Other Current Assets	3,500.00
Total Current Assets	203,627.43
TOTAL ASSETS	203,627.43
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
600 · Accounts Payable	-0.02
Total Accounts Payable	-0.02
Total Current Liabilities	-0.02
Total Liabilities	-0.02
Equity	
914 · Assigned Appropriated Fund Bal	5,073.00
917 · Unassigned Fund Balance	131,564.71
Net Income	66,989.74
Total Equity	203,627.45
TOTAL LIABILITIES & EQUITY	203,627.43

Director's Report – April

April 2019 – Usage Statistics in Comparison

	April 2019	April 2018	Percent Change
Circulation			
Circulation of materials at CPL	2,373	2,208	+7.5%
Items loaned to other libraries	495	455	+8.8%
Items borrowed from other libraries	970	923	+5.1%
eContent circulation	421	298	+41.3%
Programming			
Number of programs offered	39	40	-2.5%
Program attendance	330	314	+5.4%
Public Computer Use			
Public Computer Sessions	NO DATA	139	N/A
Marketing Reach			
Website visits	10,831	11,664	-7.1%
Website unique visitors	2,965	3,091	-4.1%
Email newsletter list size	1,254	1,129	+11.1%
Facebook page likes	691	566	+22.1%
Facebook total reach	8,208	3,735	+119.8%

Library News

- Our Youth Services Librarian, Joelle Adler, received a full scholarship through UHLS to attend the New York Library Association Youth Services Section Spring Conference in Tarrytown, NY on April 26.
- The library has hired Johnna Murray Camp as a Library Aide. Johnna will begin working at CPL on May 13. She is also currently a part-time Library Assistant at Kinderhook Public Library.

Programs & Outreach – April

4/1/2019	Monday Mile Community Walk	0	4/18/2019	Learn & Play Storytime	14
4/1/2019	After Dinner Book Club	3	4/18/2019	Visit to Castleton Kids	25
4/2/2019	Rainbow Art	1	4/19/2019	Recycled Art: Robots & Monsters	8
4/2/2019	Pajama Storytime	5	4/20/2019	Zack Goldstein Children's Area Dedication	50
4/3/2019	So You Want to Be an Entrepreneur	1	4/22/2019	Perler Bead Crafts	13
4/4/2019	Learn & Play Storytime	7	4/22/2019	Monday Mile Community Walk	3
4/4/2019	Visit to Castleton Kids	25	4/23/2019	Cool Science: Rain Clouds	5
4/5/2019	Family Movie Night	12	4/23/2019	Pajama Storytime	10
4/8/2019	Read to Lacey	0	4/23/2019	Spring Crafts	9
4/8/2019	Monday Mile Community Walk	0	4/25/2019	Community Garden Storytime	10
4/9/2019	Castle Hill Bookmobile	5	4/25/2019	Build with Keva Planks	1
4/9/2019	Pajama Storytime	8	4/25/2019	Teen Time: Design Your Own Bookends	0
4/10/2019	Career Coaching w/Marsha Lazarus	3	4/26/2019	Marble Run Fun	14
4/11/2019	Learn & Play Storytime	14	4/26/2019	Bridge Club	3
4/12/2019	Bridge Club	7	4/27/2019	Cat Rescue Storytime	15
4/12/2019	Girl Scouts Visit	11	4/29/2019	Riverside Lending Library	8
4/13/2019	Saturday Storytime	0	4/29/2019	Monday Mile Community Walk	0
4/13/2019	Make a Suncatcher	12	4/30/2019	Pajama Storytime	10
4/16/2019	Afternoon Book Club	8		Month total	330
4/16/2019	Pajama Storytime	7			
4/16/2019	Legal Clinic	3			

Outreach – May & June

- Thursday, May 2 – Visit to Castleton Kids (grades K-1)
- Sunday, May 5 – Table at Literacy Volunteers of Rensselaer County, Literacy 5K, Schodack Island State Park
- Tuesday, May 14 – Castle Hill Bookmobile
- Thursday, May 16 – Visit to Castleton Kids (grades K-1)
- Monday, May 20 – Lending Library at Riverside Center for Rehabilitation & Nursing
- Friday, May 31 – Table at Schodack Central School District Wildcat Marathon
- Thursday, June 6 – Visit to Castleton Kids (grades K-1)
- Tuesday, June 11 – Castle Hill Bookmobile
- Tuesday, June 18 – Visit to all 7th & 8th grade English classes at Maple Hill
- Thursday, June 20 – Visit to Castleton Kids (grades K-1)
- Monday, June 24 – Lending Library at Riverside Center for Rehabilitation & Nursing

Youth Services Librarian – Meetings, Outreach, and Continuing Education (April)

- April 2 – Webinar: “Enhancing Your Summer Programming with Out-of-This-World Family Programs.”
- April 4 – Outreach visit to Castleton Kids after-school program (grades K-1).
- April 11 – Teen Librarian Meetup at East Greenbush Community Library.
- April 12 – After-hours visit to library by Daisies Girl Scout troop (ages 5-7).
- April 18 – Outreach visit to Castleton Kids after-school program (grades K-1).
- April 26 – NYLA Youth Services Section Spring Conference, Tarrytown, NY.

Director – Meetings, Outreach, and Continuing Education (April)

- April 1 – Meeting with Olivia Karis-Nix (monthly meeting).
- April 1 – Operations & Capital Projects Committee meeting
- April 4 – Presentation at Friends of Schodack Island State Park meeting.
- April 5 – Directors' Association meeting at UHLS.
- April 8 – Community Outreach & Visibility Committee meeting.
- April 8 – Village Board meeting.
- April 9 – Castle Hill Bookmobile.
- April 9-12 – Interviews for Library Aide position (5 total).
- April 12 – After-hours visit to library by Daisies Girl Scout troop (ages 5-7).
- April 17 – Friends of CPL meeting.
- April 29 – Lending Library at Riverside Center for Rehabilitation and Nursing.