

AMITYVILLE PUBLIC LIBRARY

AGENDA

Wednesday, April 23rd, 2025
7:00 p.m.

- I. Call to order.
- II. Approval of the minutes from the March 19th meeting.
- III. Financial Officer
 - Warrant Sheet # 25-9B
 - Warrant Sheet # 25-10A
 - Report of Receipts and Disbursements
- IV. Director's Report
 - Treasurer's Report/Hours
 - Building Update
 - Personnel
- V. Old Business
- VI. New Business
- VII. Adjournment

AMITYVILLE PUBLIC LIBRARY
REGULAR BOARD OF TRUSTEES MEETING

Wednesday, April 23rd, 2025

6:00 P.M.

MINUTES

MEETING was called to order at 6:06 P.M., by Anthony Ceriello

PRESENT **Trustees:** Anthony Ceriello, MaryBeth Scarola and Sharon Tener; Library Director; Todd Schlitt, Assistant Director; Shadd Jamison, and Business Manager; Donna Gellineau-Matone

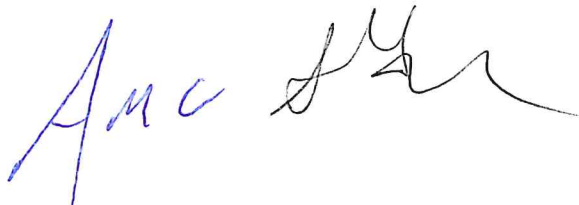
Absent: Eileen Taylor and Leslie Kretz

MINUTES of the "Regular Board of Trustees Meeting" held on Wednesday, March 19th, 2025, were approved as submitted, upon motion made by MaryBeth Scarola and seconded by Anthony Ceriello. All in favor.

FINANCE Warrant Sheet #25-9B in the amount of \$ 107,485.23, \$ 950.00 & \$ 111,491.10; approved by motion made by MaryBeth Scarola and seconded by Sharon Tener. All in favor.

Warrant Sheet #25-10A in the amount of \$ 150,807.43, \$ 8,370.00 & \$ 234,871.23; approved by motion made by MaryBeth Scarola and seconded by Sharon Tener. All in favor.

The Claims Auditor Reports and Treasurer's Report approved upon motion by MaryBeth Scarola and seconded by Sharon Tener. All in favor.

The Claim's Auditor worked 6.75 hours in March. The Treasurer worked 5.5 hours in March. Motion made by MaryBeth Scarola and seconded by Sharon Tener to approve the hours for the Claims Auditor and Treasurer for March 2025. All in favor.

PERSONNEL

One, Circulation employee will be working Part-Time on Saturday's.

BUILDING UPDATE

Todd Schlitt discussed the status of the ground water testing and alternative procedures to ensure compliance with water quality standards are met. Pumping will begin relatively soon.

Todd Schlitt discussed the construction timeline and other building updates. He will continue to meet with the general contractor in the upcoming weeks.

OLD BUSINESS

Budget passed 288 Y and 45 N. MaryBeth Scarola Made a motion to approving the Resolution of the budget vote; the total 333 votes tally of 288 Yes and 45 No. Sharon Tener seconded. All in favor.

The projected timeline for the new website and new calendar is tentatively set to launch with the next newsletter by June's Board Meeting.

The new calendar will also have a link to e-commerce payment that will be connected with a new M&T bank account.

NEW BUSINESS

Todd Schlitt discussed sponsoring the July 3rd Street Fair in the village.

The Union agreement has been reached and the contract signed. A Resolution to approve Retro Checks in the amount of \$35,250.87; motion was made by MaryBeth Scarola and seconded by Sharon Tener, all in favor.

Todd Schlitt, discussed additional details regarding calculations and compensation for birthday.

Upon motion made by MaryBeth Scarola and seconded by Sharon Tener to approve the Resolution for the following purchase orders (Construction Grant):

Vendor	PO#	Description	Amount
Stalco	LM032401-25	Construction Project	\$155,890.91
Stalco	LM040701-25	Construction Project	24,731.87
CDJ Electric	LM040401-25	Electrical	23,445.04
ARK	LM042401-25	New Shelving system	200,192.02

A motion was made by MaryBeth Scarola and seconded by Anthony Ceriello to approve the following purchase orders (Capital Project) All in Favor.:

Vendor	PO#	Description	Amount
Advance Door Solutions	LM042401-25	New doors	\$ 45,160.00

A motion was made by MaryBeth Scarola and seconded by Sharon Tener to approve the following purchase orders (Capital Project) All in Favor.:

Vendor	PO#	Description	Amount
Digital Provision	LM042401-25	Security Cameras	42,275.00

A motion was made by MaryBeth Scarola and seconded by Sharon Tener to approve the opening for a new bank account for e-commerce through Square platform. All in Favor.

A motion was made by MaryBeth Scarola and seconded by Sharon Tener to approve the Resolution for Low voltage wiring to bids under budget of \$35,000.00. All in Favor.

EXECUTIVE SESSION:

ADJOURNMENT

Motion made by MaryBeth Scarola and seconded by Sharon Tener to adjourn the meeting at 7:04 PM. All in favor.

Amityville Public Library

#25-9B

Check Register

March 2025

DATE	NUM	VENDOR	MEMO/DESCRIPTION	AMOUNT
01-0200-000-1		M&T/Checking		
03/04/2025	14566	Nadia Campbell-Mitchell	Feb.2025 Reiki on Zoom	200.00-
03/04/2025	14567	Anchor Coffee LLC	Feb. 2025 Winter Bingo	250.00-
03/04/2025	14568	Geetu Makin	Feb 2025 Healthy Kebabs	425.00-
03/04/2025	14569	Mayrel Coba	Jan-Feb 2025 Conversational English	375.00-
03/04/2025	14570	Ramiro Coba	Jan-Feb 2025 Conversational English	375.00-
03/04/2025	14571	Organize Me ! of NY , LLC	Feb 2025 Getting Organized	250.00-
03/04/2025	14572	Christopher Fiore	Feb 2025 Guitar / Ukulele	720.00-
03/04/2025	14573	Fortunate Hand LLC	Feb 2025 BYOB	200.00-
03/04/2025	14574	Kate Ciannella	Feb 2025 Qigong	600.00-
03/04/2025	14575	Lauren Jamison	Feb 2025 CE and SL	1,600.00-
03/04/2025	14576	Jill Zoccoli	Jan-Feb 2025 Beginners Mahjongg	1,620.00-
03/04/2025	14577	Danielle Hitner	Feb 2025 Zumba	500.00-
03/04/2025	14578	Howard Dashkin	Feb 2025 Learn Canasta	800.00-
03/04/2025	14579	Howard Rosenberg	Feb 2025 Unsung Heroes	250.00-
03/04/2025	14580	Jean A Pulvidente	Jan-Feb 2025 Conversational English	525.00-
03/04/2025	14581	Jolanta Bazyte	Feb 2025 Relax & Recharge and Yoga	750.00-
03/04/2025	14582	Just a Hobby Inc.	Feb 2025 Learn Canasta	500.00-
03/04/2025	14583	Rosemary Algios	Feb 2025 ASL	450.00-
03/04/2025	14584	Sandra Rovira	Feb 2025 Beginners Yoga & Chair Yoga	450.00-
03/04/2025	14585	Frances Millnamow	Reimbursement - March 2025	185.00-
03/04/2025	14586	Harriet Garelick	Reimbursement - March 2025	370.00-
03/04/2025	14587	Joan Monteleone	Reimbursement - March 2025	370.00-
03/04/2025	14588	Joan Traugott	Reimbursement - March 2025	185.00-
03/04/2025	14589	Linda Ferraro	Reimbursement - March 2025	185.00-
03/04/2025	14590	Mary Gordon-Ray	Reimbursement - March 2025	185.00-
03/04/2025	14591	Nora Schual	Reimbursement - March 2025	185.00-
03/04/2025	14592	Susan Handler	Reimbursement - March 2025	370.00-
03/04/2025	14593	Ann Guarascio		345.00-
03/04/2025	14594	Steven Soper	Mileage Reimbursement - Feb 2025	13.44-
03/04/2025	14595	Amazon Capital Services	A3COCO37OGIAVX	84.84-
03/04/2025	14596	Blackstone Publishing	168108	140.59-
03/04/2025	14597	Bold Systems, LLC		1,495.55-
03/04/2025	14598	Cengage Learning Inc / Gale	123506	78.72-
03/04/2025	14599	Coachman Luxury Transport	Client ID AmityPLMC	2,542.00-
03/04/2025	14600	Cullen & Danowski, LLP	ID# 70550	1,200.00-
03/04/2025	14601	DRP Solutions	AP11	2,123.28-
03/04/2025	14602	Fusion Networks		100.00-
03/04/2025	14603	Hartcorn Plumbing & Heating, Inc.	AMI-190	475.00-
03/04/2025	14604	Midwest-Adult AV	2000001615	179.27-
03/04/2025	14605	Newsday	53493683	278.32-
03/04/2025	14606	Ocean Janitorial Supply, Inc		321.83-
03/04/2025	14607	PSEGLI	0346-5000-72-1	4,898.22-
03/04/2025	14608	Quatela Chimeri PLLC		1,794.00-
03/04/2025	14609	SCLS - Overdues	AMTY	50.54-

DATE	NUM	VENDOR	MEMO/DESCRIPTION	AMOUNT
03/04/2025	14610	Searles Graphics, Inc.		5,836.00-
03/04/2025	14611	Skinnon & Faber, CPAs, P.C.		210.00-
03/04/2025	14612	Sunrise Window Cleaning		155.00-
03/04/2025	14613	Ultimate Pest Control Inc	13020	125.00-
03/04/2025	14614	Verizon		375.84-
03/04/2025	14615	Verizon	455-917-039-0001-41	119.00-
03/04/2025	14616	Williamson Law Book Co.	4AMITYVILLE	428.44-
03/04/2025	14617	Winters Bros. Hauling of LI, LLC	21-15788 0	518.95-
03/04/2025	14618	B&T - Continuations	C0574483	32.26-
03/04/2025	14619	B&T - Instant books	L0269893	39.13-
03/04/2025	14620	B&T - Aut. Yours	L0771083	280.52-
03/04/2025	14622	B&T - Proc/Fiction	L2124653	669.20-
03/04/2025	14622	B&T - Large Print	L4088893	261.75-
03/04/2025	14623	B&T - YA Instant	L4106363	11.73-
03/04/2025	14624	B&T - Children's Bks	L8002843	17.73-
03/04/2025	14625	B&T - Processed	L9304793	539.55-
03/04/2025	14626	B&T - YA	L9422923	69.78-
03/05/2025	14627	CCP Solutions, LLC	AP03	250.30-
03/05/2025	14628	FNBO	**** * 5913	5,372.45-
03/05/2025	14629	Staples	NYC 1007943	233.44-
03/05/2025	14630	Suffolk Cooperative Library System	ID# AMTY	266.98-
03/18/2025	14631	Mary Kearns	Feb.2025 One on One Citizenship	600.00-
03/18/2025	14632	Marcia L Olsen	March.6 2025 Paper Cutting	300.00-
03/18/2025	14633	Donna Carucci Krumm	March 10th 2025 Tiffany Candleholder	300.00-
03/18/2025	14634	Anchor Coffee LLC	March 11 2025 Coffee & Books	125.00-
03/18/2025	14635	Green Earth Craft, Inc.	March 13 2025 Fresh Smiles YA	250.00-
03/18/2025	14636	A Time for Kids, Inc.	March 18th 2025 Tiny Tots	160.00-
03/18/2025	14637	Todd Schlitt	Reimbursement for Mayors Spring Social	50.00-
03/18/2025	14638	Amazon Capital Services	A3COCO37OGIAVX	1,166.04-
03/18/2025	14639	Cengage Learning Inc / Gale	123506	78.72-
03/18/2025	14640	CNA Surety		70.00-
03/18/2025	14641	CSEA, Inc.	March 2025 Dues	708.50-
03/18/2025	14642	First-Citizens Bank & Trust Co.	1750795	121.00-
03/18/2025	14643	Johnson Controls Security Solutions	01300 105203849	1,112.61-
03/18/2025	14644	Metropolitan Data Solutions Management		684.56-
03/18/2025	14645	Midwest-Adult AV	2000001615	105.40-
03/18/2025	14646	National Grid	56405-34000	1,245.81-
03/18/2025	14647	NYS Employees' Health Insurance Pending Account	03577	44,184.27-
03/18/2025	14648	Ocean Janitorial Supply, Inc		254.22-
03/18/2025	14649	Playaway Products LLC		371.19-
03/18/2025	14650	Skinnon & Faber, CPAs, P.C.		297.50-
03/18/2025	14651	Staples	NYC 1007943	367.24-
03/18/2025	14652	Suffolk Cooperative Library System	ID# AMTY	97.99-
03/18/2025	14653	Suffolk County Vanderbilt Museum		600.00-
03/18/2025	14654	Supplies Hotline		1,997.50-
03/18/2025	14655	The Hartford	14807494	4,650.25-
03/18/2025	14656	The New York Times	904126000	82.00-
03/18/2025	14657	The Long Island Museum		300.00-
03/18/2025	14658	B&T - Continuations	C0574483	76.99-
03/18/2025	14659	B&T - Instant books	L0269893	94.96-
03/18/2025	14660	B&T - Aut. Yours	L0771083	764.35-

DATE	NUM	VENDOR	MEMO/DESCRIPTION	AMOUNT
03/18/2025	14661	B&T - Proc/Fiction	L2124653	342.66-
03/18/2025	14662	B&T - Large Print	L4088893	133.32-
03/18/2025	14663	B&T - Children's Bks	L8002843	202.53-
03/18/2025	14664	B&T - Processed	L9304793	269.37-
03/18/2025	14665	Interactive Sciences, Inc.	3041	499.16-
03/18/2025	14666	Steven Soper	Feb/March 2025 Travel Reimbursement	13.44-
Total for 01-0200-000-1 M&T/Checking				\$ 107,485.23-
02-0201-004 M&T/Capital				
03/18/2025	1135	Flanagan Electric Corp	FEC Job #3912	950.00-
Total for 02-0201-004 M&T/Capital				\$ 950.00-
02-0201-005 M&T/2024 Library Bonds				
03/04/2025	1047	CALL-A-HEAD	Customer No. AMITYVILL3	20.00-
03/04/2025	1048	Hirsch & Co LLC	Project No. SED# 58-01-06-03-6-015-008	19,000.00-
03/04/2025	1049	Hirsch & Co LLC		42,275.00-
03/04/2025	1050	Intricate Tech Solutions	Project # 58-01-06-03-6-015-008	36,805.85-
03/04/2025	1051	Quatela Chimeri PLLC		2,392.00-
03/05/2025	1052	Park East Construction Corp.		10,998.25-
Total for 02-0201-005 M&T/2024 Library Bonds				\$ 111,491.10-

Amityville Public Library

25-10A

Check Register

April 1-18, 2025

DATE	NUM	VENDOR	MEMO/DESCRIPTION	AMOUNT
01-0200-000-1		M&T/Checking		
04/01/2025	14667	Mary Kearns	March 2025 One on One Citizenship	750.00-
04/01/2025	14668	Fortunate Hand LLC	March 2025 BYOB & Trivia Night	450.00-
04/01/2025	14669	Quadrone Enterprise Inc.	March 2025 Flower Pops - YA & Children's	280.00-
04/01/2025	14670	Stephanie Ann Jodlowski	March 2025 Career Coaching	190.00-
04/01/2025	14671	Howard Dashkin	Feb/March 2025 Latin Mix	800.00-
04/01/2025	14672	Maria D'Andrea	March 2025 Reincarnation	150.00-
04/01/2025	14673	Brian Zimmerman	March 2025 Gainful Gardening & Autographed Books	370.00-
04/01/2025	14674	Kate Ciannella	March 2025 Qigong	600.00-
04/01/2025	14675	Lauren Jamison	March 2025 CE/SL	1,600.00-
04/01/2025	14676	Nadia Campbell-Mitchell	March 11th & 25th 2025 Reiki & Meditation	200.00-
04/01/2025	14677	Danielle Hitner	March 2025 Zumba	500.00-
04/01/2025	14678	Sandra Rovira	March 2025 Chair/Beginners Yoga	600.00-
04/01/2025	14679	Jolanta Bazyte	March 2025 Morning I Yoga/ R&R	900.00-
04/01/2025	14680	Rosemary Algios	March 2025 ASL	600.00-
04/01/2025	14681	Harriet Garelick	Reimbursement April 2025	370.00-
04/01/2025	14682	Susan Handler	Reimbursement April 2025	370.00-
04/01/2025	14683	Joan Monteleone	Reimbursement April 2025	370.00-
04/01/2025	14684	Linda Ferraro	Reimbursement April 2025	185.00-
04/01/2025	14685	Frances Millnamow	Reimbursement April 2025	185.00-
04/01/2025	14686	Mary Gordon-Ray	Reimbursement April 2025	185.00-
04/01/2025	14687	Nora Schual	Reimbursement April 2025	185.00-
04/01/2025	14688	Joan Traugott	Reimbursement April 2025	185.00-
04/01/2025	14689	Ann Guarascio		330.00-
04/01/2025	14690	Edgardo Estrada Najera	Feb/March 2025 Mileage Reimbursement	14.70-
04/01/2025	14691	Todd Schlitt	March 2025 Mileage Reimbursement	171.64-
04/01/2025	14692	Amazon Capital Services	A3COCO37OGIAVX	70.94-
04/01/2025	14693	Amity Vacuum, Inc.		69.85-
04/01/2025	14694	Carmine's	Group Dining May 28th 2025	1,925.00-
04/01/2025	14695	Cengage Learning Inc / Gale	123506	79.47-
04/01/2025	14696	Coachman Luxury Transport	Bus Trips 5/28/25 & 6/19/2025	4,298.00-
04/01/2025	14697	CSEA Employee Benefit Fund	Group#289	1,266.75-
04/01/2025	14698	First-Citizens Bank & Trust Co.	1750795	532.15-
04/01/2025	14699	Group Sales Box Office	Order # 828812	2,429.50-
04/01/2025	14700	Hartcorn Plumbing & Heating, Inc.	AMI-190	1,650.00-
04/01/2025	14701	JD INOVATIONS LLC	Season Pass Entry Membership	99.00-
04/01/2025	14702	Long Island Library Resources Council	2025 LILRC Membership	850.00-
04/01/2025	14703	Midwest-J-AV	2000015408	25.19-
04/01/2025	14704	National Trust for Historic Preservation Lyndhurst Receipts	Inside/Outside Tour 6/19/2025	1,400.00-
04/01/2025	14705	PSEGLI	0346-5000-72-1	3,877.56-
04/01/2025	14706	Skinnon & Faber, CPAs, P.C.		175.00-
04/01/2025	14707	Staples	NYC 1007943	271.24-
04/01/2025	14708	Suffolk Cooperative Library System	ID# AMTY	44.99-

DATE	NUM	VENDOR	MEMO/DESCRIPTION	AMOUNT
04/01/2025	14709	Sunrise Window Cleaning		155.00-
04/01/2025	14710	The Hartford -Disability	Pol# LNY 334759	249.15-
04/01/2025	14711	The Mark Twain House & Museum	Order# PR101749200	800.00-
04/01/2025	14712	The New York Times	904126000	82.00-
04/01/2025	14713	Verizon	Account#651-755-985-0001-74/455-917-039-0001-41	492.76-
04/01/2025	14714	Verizon Business	Y2750953	2.59-
04/01/2025	14716	SCLS-PALS	ID#AMTYP	4,505.03-
04/01/2025	14718	Central Business Systems	AP00	99.64-
04/01/2025	14719	Fusion Networks		100.00-
04/01/2025	14720	Midwest Tape, LLC	2000015934	278.46-
04/01/2025	14721	Ultimate Pest Control Inc	13019	125.00-
04/01/2025	14722	FNBO	**** * 5913	2,149.09-
04/01/2025	14723	Christopher Fiore	March.2025 Ukulele/Guitar	1,200.00-
04/01/2025	14724	B&T - Instant books	L0269893	464.81-
04/01/2025	14725	B&T - Aut. Yours	L0771083	428.38-
04/01/2025	14726	B&T - Proc/Fiction	L2124653	317.82-
04/01/2025	14727	B&T - Large Print	L4088893	316.86-
04/01/2025	14728	B&T - Children's Bks	L8002843	35.71-
04/01/2025	14729	B&T - Processed	L9304793	334.34-
04/01/2025	14730	B&T - YA	L9422923	12.10-
04/02/2025	14731	DRP Solutions	AP11	2,123.86-
04/14/2025	14732	Jill Zoccoli	March.2025 Advanced Beginner Mahjong	960.00-
04/14/2025	14733	Key to My Art	April 7th 2025 Key to My Art	375.00-
04/14/2025	14734	Lauren Blum	April 8th 2025 Zumbini	185.00-
04/14/2025	14735	Anchor Coffee LLC	April 8th 2025 Coffee & Books	125.00-
04/14/2025	14736	Steven Soper	March/April 2025 Mileage Reimbursement	12.18-
04/14/2025	14737	Amazon Capital Services	A3COCO37OGIAVX	1,180.49-
04/14/2025	14738	Blackstone Publishing	168108	110.79-
04/14/2025	14739	Cullen & Danowski, LLP	ID# 70550	1,200.00-
04/14/2025	14740	First-Citizens Bank & Trust Co.	1750795	121.00-
04/14/2025	14741	Hartcorn Plumbing & Heating, Inc.	AMI-190	350.00-
04/14/2025	14742	Long Island Media Group	1182	6,790.00-
04/14/2025	14743	Midwest-Adult AV	2000001615	32.24-
04/14/2025	14744	Midwest-J-AV	2000015408	42.68-
04/14/2025	14745	National Grid	56405-34000	812.42-
04/14/2025	14746	Noble Elevator Comp. Inc.		422.30-
04/14/2025	14747	NYS Employees' Health Insurance Pending Account	03577	86,480.27-
04/14/2025	14748	Playaway Products LLC		374.19-
04/14/2025	14749	Quatela Chimeri PLLC		1,794.00-
04/14/2025	14750	Richner Communications		2,501.56-
04/14/2025	14751	SCLS - Overdues	AMTY	82.46-
04/14/2025	14752	Skinnon & Faber, CPAs, P.C.		245.00-
04/14/2025	14753	The Hartford	14807494	709.00-
04/14/2025	14754	Winters Bros. Hauling of LI, LLC	21-15788 0	518.95-
04/15/2025	14755	B&T - Instant books	L0269893	196.70-
04/15/2025	14756	B&T - Aut. Yours	L0771083	307.69-
04/15/2025	14757	B&T - Proc/Fiction	L2124653	159.55-
04/15/2025	14758	B&T - Large Print	L4088893	152.01-
04/15/2025	14759	B&T - Children's Bks	L8002843	64.33-
04/15/2025	14760	B&T - Processed	L9304793	295.36-

DATE	NUM	VENDOR	MEMO/DESCRIPTION	AMOUNT
04/15/2025	14761	Quadron Enterprise Inc.	April 2025 YA/C Bunny Bites Take & Make	280.00-
04/15/2025	14762	Amazon Capital Services	A3COCO37OGIAVX	48.68-
Total for 01-0200-000-1 M&T/Checking				\$
				150,807.43-
02-0201-004 M&T/Capital				
04/01/2025	1136	Hartcorn Plumbing & Heating, Inc.	AMI-190 Project 3447	7,530.00-
04/02/2025	1137	Cleanco Distributors		840.00-
Total for 02-0201-004 M&T/Capital				\$ 8,370.00-
02-0201-005 M&T/2024 Library Bonds				
04/01/2025	1053	CALL-A-HEAD	Cust # AMITYVILL3	40.00-
04/01/2025	1054	Cassone Leasing, Inc	Cust # 98613	2,014.00-
04/01/2025	1055	Stalco Construction, Inc.	SED#58-01-06-03-6-015-008	24,731.87-
04/02/2025	1056	John Miccoli	Id# 6	3,375.00-
04/14/2025	1057	CALL-A-HEAD	Cust # AMITYVILL3	791.00-
04/14/2025	1058	Cassone Leasing, Inc	Cust # 98613	2,014.00-
04/14/2025	1059	CDJ Electric Inc.		23,445.04-
04/14/2025	1060	Intricate Tech Solutions		22,335.41-
04/14/2025	1061	Quatela Chimeri PLLC		234.00-
04/14/2025	1062	Stalco Construction, Inc.	Project No: 2409	155,890.91-
Total for 02-0201-005 M&T/2024 Library Bonds				\$
				234,871.23-
Not Specified				
04/01/2025	14717	Central Business Systems	Voided	0.00
Total for Not-Specified				\$0.00

**Amityville Public Library
Treasurer's Report
March 2025**

I worked at the library last month on March 10 and March 20 for a total of 5.5 hours. During this time, I verified cash disbursements and signed checks, reviewed payroll adjusting journal entries, verified cash receipts and reconciled the accounts. I continue to review for appropriateness of expenditures, proper assignment of expense and income accounts, and internal controls in place.

Four accounts have been reconciled for the period ending March 31, 2025
(Bank reconciliations are attached).

<u>Account</u>	<u>Acct. #</u>	<u>Ending Book Balance</u>
M&T Bank/Checking	3420002848	\$ 5,420,044.23
M&T Bank/Capital	5010002540	697,312.55
M&T Bank/Library Bonds	9888109254	1,088,061.84
NYLAF	73306-201	5,866,413.59

Total Warrants reviewed:	\$ 107,485.23	Operating Check #'s:	14566-14666
Total Warrants reviewed:	\$ 111,491.10	Lib Bond Check #'s:	1047-1052
Total Warrants reviewed:	\$ 950.00	Capital Fund Check #:	1135
VOIDS:	-0-		

The negative balance in last months' Library Bonds account had been the result of a bank transfer into that account that had not been recorded in QuickBooks. Todd had made the transfer in a timely manner, prior to my performing reconciliations.

One of our Vendors, John Miccoli, was anticipating a 1099 for FYE 12/31/2024. He acts in a consulting capacity, and because his expenses were categorized as Capital Improvement, the account was not mapped for 1099 compensation. I took care of this one afternoon on my time and made a note for next year.

I advised Liz to ensure that Donna plan to spend several hours with her every Monday morning to safeguard consistency of work-flow transactions at the start of each week. Payroll is executed every other Monday, and as Business Manager, Donna should have the ability to perform that task in the event of Liz's absence. In addition, I recommend that several of the other payroll related transactions currently performed by Shadd and Liz (such as the submission of NYSLERS Retirement and Union Dues fees) be performed by Donna so she can also record the transaction in QuickBooks. I had been recording these fees when I perform my bank reconciliations.

Today Liz and I reviewed Todd's spreadsheet and Liz's calculations for retro payroll checks. We ensured the formulas were correct and spot checked each calculation. For clarification and audit purposes, I advised Liz to insert two additional columns to the spreadsheet - total hours, and the difference in hourly pay - to reflect the actual retro pay to be distributed. Liz had manually calculated and entered the values. In addition, the retro-checks need to be processed through AccuData, rather than manual checks prepared in QuickBooks, as the wages are considered taxable income.

Hoping for a positive response during next Tuesday's Library Budget Vote!

Ann R. Guarascio
516-317-2372
April 3, 2025

Amityville Public Library

M&T/Checking, Period Ending 03/31/2025

RECONCILIATION REPORT

Reconciled on: 04/03/2025

Reconciled by: Ann Guarascio

Any changes made to transactions after this date aren't included in this report.

Summary	USD
Statement beginning balance	5,611,825.48
Service charge	-3,317.08
Interest earned	11,735.11
Checks and payments cleared (109)	-153,912.12
Deposits and other credits cleared (24)	10,379.23
Statement ending balance	5,476,710.62
Uncleared transactions as of 03/31/2025	-56,666.39
Register balance as of 03/31/2025	5,420,044.23
Cleared transactions after 03/31/2025	0.00
Uncleared transactions after 03/31/2025	-80,401.69
Register balance as of 04/03/2025	5,339,642.54

Details

Checks and payments cleared (109)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/17/2025	Bill Payment	14438	Catherine Ortiz	-60.00
02/04/2025	Bill Payment	14493	Nassau County Library Associ...	-73.45
02/04/2025	Bill Payment	14473	Frances Milnamow	-185.00
02/04/2025	Bill Payment	14472	Linda Ferrara	-185.00
02/10/2025	Bill Payment	14527	The New York Times	-82.00
02/18/2025	Bill Payment	14536	Bold Systems, LLC	-1,525.48
02/18/2025	Bill Payment	14550	The New York Times	-82.00
02/18/2025	Bill Payment	14542	National Grid	-1,418.89
02/18/2025	Bill Payment	14541	First-Citizens Bank & Trust Co.	-121.00
02/18/2025	Bill Payment	14529	Green Earth Craft, Inc.	-525.00
02/18/2025	Bill Payment	14532	Lauren Blum	-185.00
02/18/2025	Bill Payment	14560	B&T - YA	-25.25
02/18/2025	Bill Payment	14559	B&T - Processed	-40.10
02/19/2025	Bill Payment	14557	B&T - Large Print	-143.73
02/19/2025	Bill Payment	14558	B&T - Children's Bks	-58.39
02/19/2025	Bill Payment	14562	First-Citizens Bank & Trust Co.	-487.34
03/03/2025	Journal	PR 030125		-45,059.45
03/03/2025	Journal	PR 030125		-587.50
03/04/2025	Bill Payment	14522	B&T - Large Print	-261.75
03/04/2025	Bill Payment	14588	Joan Traugott	-185.00
03/04/2025	Bill Payment	14589	Linda Ferrara	-185.00
03/04/2025	Bill Payment	14590	Mary Gordon-Ray	-185.00
03/04/2025	Bill Payment	14591	Nora Schual	-185.00
03/04/2025	Bill Payment	14592	Susan Handier	-370.00
03/04/2025	Bill Payment	14593	Ann Guarascio	-145.00
03/04/2025	Bill Payment	14594	Steven Soper	-13.44
03/04/2025	Bill Payment	14595	Amazon Capital Services	-84.84
03/04/2025	Bill Payment	14596	Blackstone Publishing	-140.59
03/04/2025	Bill Payment	14597	Bold Systems, LLC	-1,495.55
03/04/2025	Bill Payment	14598	Cengage Learning Inc / Gale	-78.72
03/04/2025	Bill Payment	14599	Coachmen Luxury Transport	-2,542.00
03/04/2025	Bill Payment	14600	Cullen & Danowski, LLP	-1,200.00
03/04/2025	Bill Payment	14601	DRP Solutions	-2,123.28
03/04/2025	Bill Payment	14602	Fusion Networks	-100.00
03/04/2025	Bill Payment	14603	Harcam Plumbing & Heating...	-475.00
03/04/2025	Bill Payment	14604	Midwest-Adult AV	-179.27
03/04/2025	Bill Payment	14605	Newsday	-278.32
03/04/2025	Bill Payment	14606	Ocean Janitorial Supply, Inc	-321.83

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
03/04/2025	Bill Payment	14607	PSEGLI	4,898.22
03/04/2025	Bill Payment	14608	Quatela Chimeri PLLC	-1,794.00
03/04/2025	Bill Payment	14609	SCLS - Overdues	-50.54
03/04/2025	Bill Payment	14610	Searies Graphics, Inc.	-5,836.00
03/04/2025	Bill Payment	14611	Skinner & Faber, CPAs, P.C.	-210.00
03/04/2025	Bill Payment	14612	Sunrise Window Cleaning	-155.00
03/04/2025	Bill Payment	14613	Ultimate Pest Control Inc	-125.00
03/04/2025	Bill Payment	14614	Verizon	-375.84
03/04/2025	Bill Payment	14615	Verizon	-119.00
03/04/2025	Bill Payment	14616	Williamson Law Book Co.	-420.44
03/04/2025	Bill Payment	14617	Winters Bros. Hauling of LI, LLC	-516.95
03/04/2025	Bill Payment	14618	B&T - Continuations	-32.26
03/04/2025	Bill Payment	14619	B&T - Instant books	-39.13
03/04/2025	Bill Payment	14620	B&T - Aut. Yours	-260.52
03/04/2025	Bill Payment	14622	B&T - ProxFiction	-469.20
03/04/2025	Bill Payment	14623	B&T - YA Instant	-11.73
03/04/2025	Bill Payment	14624	B&T - Children's Bks	-17.73
03/04/2025	Bill Payment	14625	B&T - Processed	-538.55
03/04/2025	Bill Payment	14626	B&T - YA	-69.78
03/04/2025	Bill Payment	14566	Nadia Campbell-Mitchell	-200.00
03/04/2025	Bill Payment	14567	Anchor Coffee LLC	-250.00
03/04/2025	Bill Payment	14569	Mayrel Cuba	-375.00
03/04/2025	Bill Payment	14570	Ramiro Cuba	-375.00
03/04/2025	Bill Payment	14571	Organize Me ! of NY , LLC	-250.00
03/04/2025	Bill Payment	14572	Christopher Flare	-720.00
03/04/2025	Bill Payment	14574	Kate Ciannella	-800.00
03/04/2025	Bill Payment	14575	Lauren Jamison	-1,600.00
03/04/2025	Bill Payment	14576	Jill Zaccoli	-1,620.00
03/04/2025	Bill Payment	14577	Danielle Hltnr	-500.00
03/04/2025	Bill Payment	14578	Howard Dashkin	-800.00
03/04/2025	Bill Payment	14579	Howard Rosenberg	-250.00
03/04/2025	Bill Payment	14580	Jean A Pulvidente	-525.00
03/04/2025	Bill Payment	14581	Jolanta Gazyte	-750.00
03/04/2025	Bill Payment	14582	Just a Hobby Inc.	-500.00
03/04/2025	Bill Payment	14583	Rosemary Algios	-450.00
03/04/2025	Bill Payment	14584	Sandra Ravira	-450.00
03/04/2025	Bill Payment	14586	Harriet Garelick	-370.00
03/04/2025	Bill Payment	14587	Joan Monteleone	-370.00
03/04/2025	Bill Payment	14627	CCP Solutions, LLC	-250.30
03/05/2025	Bill Payment	14628	FNBO	-5,372.45
03/05/2025	Bill Payment	14629	Staples	-233.44
03/05/2025	Bill Payment	14630	Suffolk Cooperative Library Sy...	-286.98
03/16/2025	Bill Payment	14652	Suffolk Cooperative Library Sy...	-97.99
03/18/2025	Bill Payment	14639	Cengage Learning Inc / Gale	-78.72
03/18/2025	Bill Payment	14638	Amazon Capital Services	-1,166.04
03/18/2025	Bill Payment	14637	Todo Schlitt	-60.00
03/18/2025	Bill Payment	14636	A Time for Kids, Inc.	-100.00
03/18/2025	Bill Payment	14660	B&T - Aut. Yours	-764.35
03/18/2025	Bill Payment	14634	Anchor Coffee LLC	-125.00
03/18/2025	Bill Payment	14658	B&T - Continuations	-76.98
03/18/2025	Bill Payment	14659	B&T - Instant books	-94.96
03/18/2025	Bill Payment	14635	Green Earth Craft, Inc.	-250.00
03/18/2025	Bill Payment	14633	Donna Canucci Krumm	-300.00
03/18/2025	Bill Payment	14632	Marcia L Olsen	-300.00
03/18/2025	Bill Payment	14657	The Long Island Museum	-300.00
03/18/2025	Bill Payment	14653	Suffolk County Vanderbilt Mus...	-600.00
03/18/2025	Bill Payment	14631	Mary Kearns	-600.00
03/18/2025	Bill Payment	14661	B&T - ProxFiction	-342.66
03/18/2025	Bill Payment	14649	Playaway Products LLC	-371.18
03/18/2025	Bill Payment	14650	Skinner & Faber, CPAs, P.C.	-297.50
03/18/2025	Bill Payment	14651	Staples	-357.24
03/18/2025	Bill Payment	14641	CSEA, Inc.	-738.50
03/18/2025	Bill Payment	14654	Supplies Hotline	-1,997.50
03/18/2025	Bill Payment	14666	Steven Soper	-13.44

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
03/18/2025	Bill Payment	14664	B&T - Processed	-269.37
03/18/2025	Bill Payment	14663	B&T - Children's Bks	-202.53
03/18/2025	Bill Payment	14662	B&T - Large Print	-133.32
03/18/2025	Bill Payment	14648	Ocean Janitorial Supply, Inc	-254.22
03/20/2025	Journal	PR 031525		-45,542.87
03/20/2025	Journal	PR 031525		-587.50
03/25/2025	Journal	AG 2025-04		-2,408.02
Total				-153,912.12

Deposits and other credits cleared (24)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
03/09/2025	Deposit			1,296.00
03/10/2025	Deposit			479.85
03/12/2025	Deposit			3,080.00
03/13/2025	Deposit			479.85
03/14/2025	Deposit			311.65
03/14/2025	Deposit			500.00
03/14/2025	Deposit			440.00
03/14/2025	Deposit			380.00
03/14/2025	Deposit			280.00
03/14/2025	Deposit			75.00
03/14/2025	Deposit			30.00
03/14/2025	Deposit			75.00
03/14/2025	Deposit			55.00
03/14/2025	Deposit			230.00
03/14/2025	Deposit			500.00
03/14/2025	Deposit			520.00
03/14/2025	Deposit			50.00
03/14/2025	Deposit			30.00
03/14/2025	Deposit			341.00
03/14/2025	Deposit			16.10
03/24/2025	Deposit			479.85
03/28/2025	Deposit			348.74
03/28/2025	Deposit			192.54
03/28/2025	Deposit			188.65
Total				10,379.23

Additional Information

Uncleared checks and payments as of 03/31/2025

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
11/03/2023	Bill Payment	12839	Johnson Controls Security Sol...	-1,054.23
11/08/2023	Bill Payment	12877	Nadia Campbell-Mitchell	-100.00
12/28/2023	Bill Payment	13054	Christopher Fiore	-600.00
07/03/2024	Bill Payment	13711	Danielle Hltnr	-500.00
09/30/2024	Bill Payment	14026	Amityville Historical Society	-50.00
11/12/2024	Bill Payment	14184	Kristen Bott-Hayes	-200.00
12/10/2024	Bill Payment	14299	Maria Izagurre	-240.00
12/19/2024	Bill Payment	14342	Sandra Ravina	-225.00
12/23/2024	Journal	PR 122124		-487.50
01/17/2025	Bill Payment	14447	Viviane Noel	-60.00
03/04/2025	Bill Payment	14573	Fortunate Hand LLC	-200.00
03/04/2025	Bill Payment	14568	Costa Maion	-425.00
03/04/2025	Bill Payment	14585	Frances Milkamow	-185.00
03/18/2025	Bill Payment	14647	NYS Employees' Health Insur...	-44,184.27
03/18/2025	Bill Payment	14640	CNA Surety	-70.00
03/18/2025	Bill Payment	14655	The Hartford	-4,650.25
03/18/2025	Bill Payment	14656	The New York Times	-82.00
03/18/2025	Bill Payment	14665	Interactive Sciences, Inc.	-499.16

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
03/18/2025	Bill Payment	14640	National Grid	-1,245.21
03/18/2025	Bill Payment	14643	Johnson Controls Security Sol...	-1,112.61
03/18/2025	Bill Payment	14644	Metropolitan Data Solutions M...	-684.56
03/18/2025	Bill Payment	14645	Midwest-Adult AV	-105.40
03/18/2025	Bill Payment	14642	First-Citizens Bank & Trust Co.	-121.00
Total				-57,081.79

Uncleared deposits and other credits as of 03/31/2025

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/31/2024	Journal			200.00
03/31/2025	Deposit			215.40
Total				415.40

Uncleared checks and payments after 03/31/2025

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
04/01/2025	Bill Payment	14703	Sunrise Window Cleaning	-155.00
04/01/2025	Bill Payment	14726	B&T - Proof/Fiction	-317.82
04/01/2025	Bill Payment	14727	B&T - Large Print	-316.86
04/01/2025	Bill Payment	14728	B&T - Children's Bks	-35.71
04/01/2025	Bill Payment	14729	B&T - Processed	-334.34
04/01/2025	Bill Payment	14730	B&T - YA	-12.10
04/01/2025	Bill Payment	14667	Mary Kearns	-750.00
04/01/2025	Bill Payment	14668	Fortunate Hand LLC	-450.00
04/01/2025	Bill Payment	14669	Quadrono Enterprise Inc.	-280.00
04/01/2025	Bill Payment	14670	Stephanie Ann Jodkowski	-190.00
04/01/2025	Bill Payment	14671	Howard Oushkin	-800.00
04/01/2025	Bill Payment	14672	Maria D'Andrea	-150.00
04/01/2025	Bill Payment	14673	Brian Zimmerman	-370.00
04/01/2025	Bill Payment	14674	Kate Ciannella	-600.00
04/01/2025	Bill Payment	14675	Lauren Jamison	-1,600.00
04/01/2025	Bill Payment	14676	Nadia Campbell-Mitchell	-200.00
04/01/2025	Bill Payment	14677	Daniella Hittner	-500.00
04/01/2025	Bill Payment	14678	Sandra Rovira	-600.00
04/01/2025	Bill Payment	14679	Jolanta Bazyle	-900.00
04/01/2025	Bill Payment	14680	Rosemary Algisas	-600.00
04/01/2025	Bill Payment	14681	Harnet Garelick	-370.00
04/01/2025	Bill Payment	14682	Susan Handler	-370.00
04/01/2025	Bill Payment	14683	Joan Monteleone	-370.00
04/01/2025	Bill Payment	14684	Linda Ferraro	-185.00
04/01/2025	Bill Payment	14685	Frances Millenrow	-185.00
04/01/2025	Bill Payment	14686	Mary Gordon-Ray	-185.00
04/01/2025	Bill Payment	14687	Nora Schual	-185.00
04/01/2025	Bill Payment	14688	Joan Traugott	-185.00
04/01/2025	Bill Payment	14689	Ann Guarascio	-330.00
04/01/2025	Bill Payment	14690	Eduardo Estrada Najera	-14.70
04/01/2025	Bill Payment	14691	Tedd Schilt	-171.64
04/01/2025	Bill Payment	14692	Amazon Capital Services	-70.34
04/01/2025	Bill Payment	14693	Amity Vacuum, Inc.	-69.85
04/01/2025	Bill Payment	14694	Carrine's	-1,325.00
04/01/2025	Bill Payment	14695	Cengage Learning Inc / Gale	-79.47
04/01/2025	Bill Payment	14696	Coachman Luxury Transport	4,298.00
04/01/2025	Bill Payment	14697	CSEA Employee Benefit Fund	-1,266.75
04/01/2025	Bill Payment	14698	First-Citizens Bank & Trust Co.	-532.15
04/01/2025	Bill Payment	14699	Group Sales Box Office	-2,429.50
04/01/2025	Bill Payment	14700	Hardcom Plumbing & Heating,...	-1,650.00
04/01/2025	Bill Payment	14701	JD INOVATIONS LLC	-98.00
04/01/2025	Bill Payment	14702	Long Island Library Resource...	-850.00
04/01/2025	Bill Payment	14703	Midwest-JAV	-25.19
04/01/2025	Bill Payment	14704	National Trust for Historic Pre...	-1,400.00

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
04/01/2025	Bill Payment	14705	PSEOLI	-3,877.58
04/01/2025	Bill Payment	14706	Skinner & Faber, CPAs, P.C.	-175.00
04/01/2025	Bill Payment	14707	Staples	-271.24
04/01/2025	Bill Payment	14708	Suffolk Cooperative Library Sy...	-44.59
04/01/2025	Bill Payment	14710	The Hartford -Disability	-249.15
04/01/2025	Bill Payment	14711	The Mark Twain House & Mus...	-800.00
04/01/2025	Bill Payment	14712	The New York Times	-82.00
04/01/2025	Bill Payment	14713	Verizon	-492.76
04/01/2025	Bill Payment	14714	Verizon Business	-2.55
04/01/2025	Bill Payment	14716	SCLS-PALS	-1,505.03
04/01/2025	Bill Payment	14718	Central Business Systems	-89.64
04/01/2025	Bill Payment	14719	Fusion Networks	-100.00
04/01/2025	Bill Payment	14720	Midwest Tape, LLC	-278.46
04/01/2025	Bill Payment	14721	Ultimate Pest Control Inc	-125.00
04/01/2025	Bill Payment	14722	FNBO	-2,149.09
04/01/2025	Bill Payment	14723	Christopher Fiore	-1,200.00
04/01/2025	Bill Payment	14724	R&T - Instant books	-464.81
04/01/2025	Bill Payment	14725	B&T - Aut. Yours	-428.38
04/02/2025	Bill Payment	14731	DRP Solutions	-2,123.86
04/03/2025	Journal	PR 03292026		-45,885.81
04/03/2025	Journal	PR 03292026		-637.50
Total				-90,401.69

Amityville Public Library

M&T/Capital, Period Ending 03/31/2025

RECONCILIATION REPORT

Reconciled on: 04/03/2025

Reconciler by: Ann Guarascio

Any changes made to transactions after this date aren't included in this report.

Summary	USD
Statement beginning balance	746,455.18
Service charge	-148.50
Interest earned	1,510.48
Checks and payments cleared (4)	-39,010.00
Deposits and other credits cleared (0)	0.00
Statement ending balance	708,806.17
Uncleared transactions as of 03/31/2025	-11,493.62
Register balance as of 03/31/2025	697,312.55
Cleared transactions after 03/31/2025	0.00
Uncleared transactions after 03/31/2025	-8,370.00
Register balance as of 04/03/2025	688,942.55

Details

Checks and payments cleared (4)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/26/2025	Bill Payment	1133	Health & Educational Equipm...	-7,580.00
02/26/2025	Bill Payment	1134	AT Equipment Sales Corporati...	-10,530.00
02/28/2025	Journal	DM 022825 9		-11,950.00
03/18/2025	Bill Payment	1135	Flanagan Electric Corp	-950.00
Total				-39,010.00

Additional Information

Uncleared checks and payments as of 03/31/2025

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
04/04/2024	Bill Payment	1082	Man On The Move Inc.	-946.00
02/05/2025	Bill Payment	To print	Parsons Commercial LLC	-967.07
02/05/2025	Bill Payment	To print	Cleanco Distributors	-8,580.55
Total				-11,493.62

Uncleared checks and payments after 03/31/2025

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
04/01/2025	Bill Payment	1136	Hartcorn Plumbing & Heating,...	-7,530.00
04/02/2025	Bill Payment	1137	Cleanco Distributors	-840.00
Total				-8,370.00

Amityville Public Library

M&T/2024 Library Bonds, Period Ending 03/25/2025

RECONCILIATION REPORT

Reconciled on: 04/03/2025

Reconciled by: Ann Guarascio

Any changes made to transactions after this date aren't included in this report.

Summary	USD
Statement beginning balance	503,328.25
Service charge	-110.75
Interest earned	640.89
Checks and payments cleared (12)	-924,748.30
Deposits and other credits cleared (3)	1,519,950.00
Statement ending balance	1,099,060.09
Uncleared transactions as of 03/25/2025	-10,998.25
Register balance as of 03/25/2025	1,088,061.84
Cleared transactions after 03/25/2025	0.00
Uncleared transactions after 03/25/2025	-30,180.87
Register balance as of 04/03/2025	1,057,900.97

Details

Checks and payments cleared (12)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/05/2025	Bill Payment	1034	CDJ Electric Inc.	-351,028.70
02/05/2025	Bill Payment	1035	Cleance Distributors	-9,580.55
02/05/2025	Bill Payment	1037	John Miccoli	-3,250.00
02/05/2025	Bill Payment	1038	John Tanzi Architects	-30,968.88
02/05/2025	Bill Payment		Parsons Commercial LLC	-667.07
02/05/2025	Bill Payment	1041	Stalco Construction, Inc.	-426,446.25
02/18/2025	Bill Payment	1043	Cassone Leasing, Inc.	-2,014.00
03/04/2025	Bill Payment	1048	Hirsch & Co LLC	-42,275.00
03/04/2025	Bill Payment	1047	CALL-A-HEAD	-20.00
03/04/2025	Bill Payment	1048	Hirsch & Co LLC	-18,000.00
03/04/2025	Bill Payment	1050	Intricate Tech Solutions	-36,805.85
03/04/2025	Bill Payment	1051	Qualista Chimera PLLC	-2,392.00
Total				-924,748.30

Deposits and other credits cleared (3)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
03/03/2025	Journal	DM 2025 - 5		500,000.00
03/04/2025	Journal	DM 022825 9		19,950.00
03/25/2025	Journal	AG 2025-03		1,000,000.00
Total				1,519,950.00

Additional Information

Uncleared checks and payments as of 03/25/2025

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
03/05/2025	Bill Payment	1052	Park East Construction Corp.	-10,998.25
Total				-10,998.25

Uncleared checks and payments after 03/25/2025

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
04/01/2025	Bill Payment	1055	Stalco Construction, Inc.	-24,731.87
04/01/2025	Bill Payment	1053	CALL-A-HEAD	-40.00

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
04/01/2025	Bill Payment	1054	Cassone Leasing, Inc	-2,014.00
04/02/2025	Bill Payment	1056	John Miccoli	-3,375.00
Total				-30,160.87

Amityville Public Library

NYLAF/2024 Library Bonds, Period Ending 03/31/2025

RECONCILIATION REPORT

Reconciled on: 04/03/2025

Reconciled by: Ann Guarascio

Any changes made to transactions after this date aren't included in this report.

Summary	USD
Statement beginning balance	7,342,571.10
Interest earned	23,842.49
Checks and payments cleared (2)	-1,500,000.00
Deposits and other credits cleared (0)	\$ 0.00
Statement ending balance	5,866,413.59
Register balance as of 03/31/2025	5,866,413.59

Details

Checks and payments cleared (2)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
03/03/2025	Journal	DM 2025 - 5		-500,000.00
03/25/2025	Journal	AG 2025-03		-1,000,000.00
Total				-1,500,000.00



Monthly Progress Report

March 2025

Amityville Public Library



Report prepared by Christopher Bueno



PARK EAST
CONSTRUCTION
CORP.



Table of Contents

Section I – Program Summary

Section II – Work Progress March 2025

Section III – Projected Work April 2025

Section IV – Progress Photos

Section V – Monthly Workforce Summary

*Providing Leadership,
Integrity, and Building
Excellence since 1989*



Section I – Program Summary

March 2025

Project Summary

- New Children Areas Sections.
- New Circulation Areas.
- New Study Rooms.
- New Public Restrooms.
- New Meeting Rooms.
- New Exterior 2nd floor Terrace.
- New 2nd Floor Staff Work Rooms.
- New Elevator.
- New Mechanical Equipment for Extension.
- New Building Fire Alarm System.
- New Light Fixtures.



Section II - Work Progress

March 2025

- Hirsch Plumbing installed new flushometer toilet rough plumbing on the first-floor bathrooms.
- Park East soliciting proposals for the low-voltage scope of work.
- Renu completed carpentry work on the 2nd-floor dormer, leaving all newly installed sheetrock ready for painting.
- Stalco started taping and spackling the second-floor dormer.
- JCB collected the final samples requested from the DEC for copper and zinc.
- Stalco provided periodic updates from Matt Durcan on the status of the dewatering permit with the DEC.
- Stalco has no field work scheduled until the dewatering permit is in place.
- Continued submission of submittals.
- Continued with RFI submission.
- Continue tracking long-lead items.
- Continue to follow up with the dewatering permit.



Section III – Work Planned April 2025

- Park East will continue soliciting bids for the low voltage/IT/Security work; upon receipt, they will be reviewed and potentially awarded.
- Stalco will start installing the underground discharge pipeline for the dewatering pump.
- Stalco will return and install the second-floor windows at the new dormer, weather permitting.
- Stalco will mobilize with the EIFS at the second-floor dormer once the window has been installed, weather permitting.
- Stalco will continue taping and spackling the 2nd-floor dormer to prepare for the final skim coat polish.
- Continued submission of submittal.
- Continued submission of RFI.
- Continue tacking long lead items.
- Continue to follow up with the dewatering permit.



Section IV – Progress Photos



Renu finished installing the new sheetrock columns and box beam rafters. With two coats of tape and spackle.



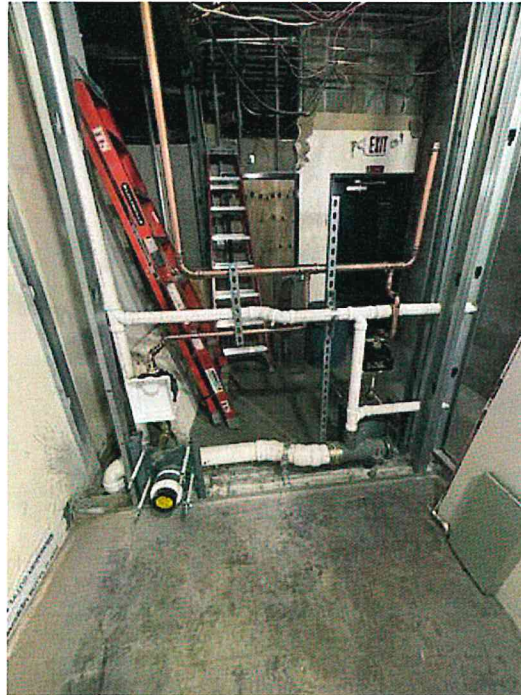
Section IV – Progress Photos



New access doors with knee wall and vaulted ceiling have been installed.



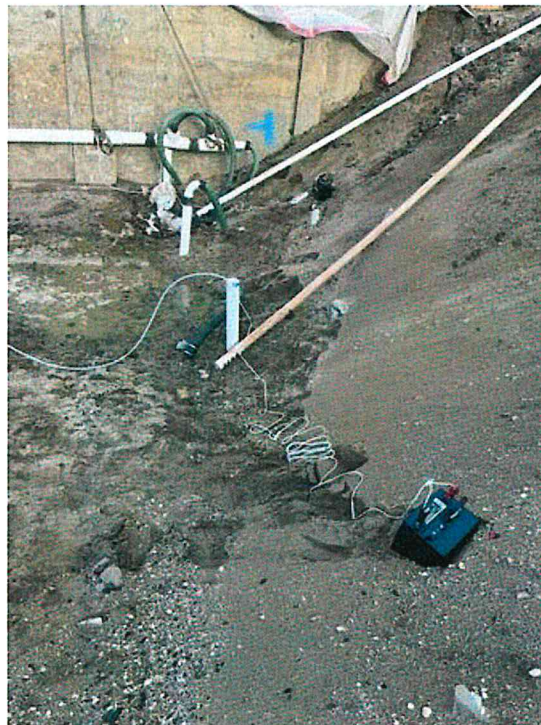
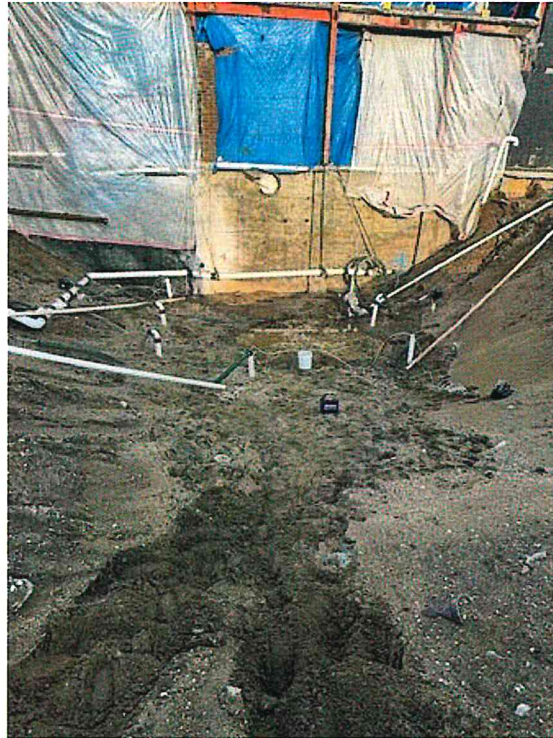
Section IV – Progress Photos



Hirsch Plumbing installed a new flushometer toilet rough plumbing on the first-floor bathrooms.



Section IV – Progress Photos



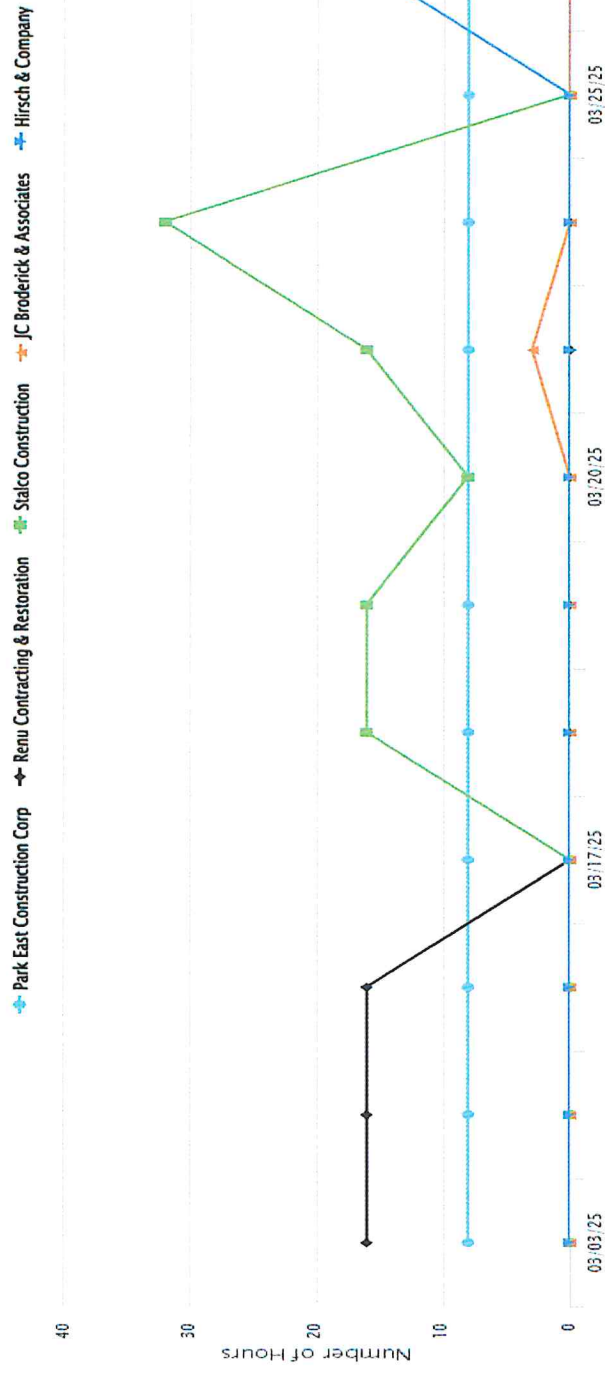
JCB collected the final samples requested from the DEC
for copper and zinc.



Section V – Workforce Summary – Company/Hours March 2024

Daily Log Manpower Report

MANPOWER GRAPH





Amityville Public Library

March 2025

End of Progress Report

APPLICATION AND CERTIFICATE FOR PAYMENT

ALA DOCUMENT G702/Cma

TO OWNER:

AMITYVILLE PUBLIC LIBRARY
19 JOHN STREET
AMITYVILLE, NY 11701

PROJECT:

ADDITION & ALTERATIONS TO
AMITYVILLE PUBLIC LIBRARY
19 JOHN STREET
AMITYVILLE, NY 11701

FROM CONTRACTOR:

INTRICATE TECH SOLUTIONS
98 MAHAN STREET
WEST BABYLON NY 11704

VIA CONSTRUCTION MANAGER:

PARK EAST CONSTRUCTION CORP.
266 EAST JERICHO TURNPIKE
HUNTINGTON STATION, NY 11747

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in accordance with the Contract. Continuation Sheet, ALA Document G703, is attached.

1. ORIGINAL CONTRACT SUM
2. Net Change By Change Orders.....
3. CONTRACT SUM TO DATE (Line 1 +2).....
4. TOTAL COMPLETED & STORED TO DATE.....

RETAINAGE:

- a. 5% % of Completed Work (Column D & E on G703)
 - b. 5% % of Stored Material (Column F on G703)
- Total Retainage (Line 5a + 5b or Total in Column 1 of G703)

TOTAL EARNED LESS RETAINAGE.....

(Line 4 less Line 5 Total)

LESS PREVIOUS CERTIFICATES FOR PAYMENT

(Line 6 from prior Certificate)

CURRENT PAYMENT DUE

BALANCE TO FINISH, INCLUDING RETAINAGE

(Line 3 less Line 6)

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$41,902.55	
Total Approved this Month	\$41,902.55	\$0.00
TOTALS		\$41,902.55
NET CHANGES by Change Order		

CONSTRUCTION MANAGER-ADVISOR EDITION

PAGE 1 OF 2 PAGES

Distribution to:

OWNER
CONSTRUCTION MANAGER
ARCHITECT
CONTACTOR

PERIOD TO: 3/14/2025

PROJECT NOS: 58-01-06-03-6-015-008

CONTRACT DATE:

ORIGINAL

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: Dorota Karwowski Date: 3/24/25

County of: Suffolk

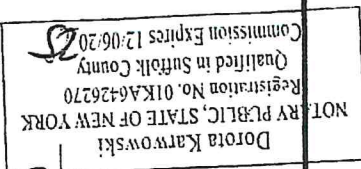
March 24, 2025

Subscribed and sworn before me on this

Notary Public:

My commission expires:

Notary: Dorota Karwowski



CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Construction Manager certifies that to the best of his knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED.....

(Attach explanation of amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that changed to conform to the amount certified.)

CONSTRUCTION MGR:

By: [Signature] Date: 4/1/25

ARCHITECT:

By: [Signature] Date: 4-2-25

This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

\$22,335.41

3933

1054

AIA Document G732 TM - 2009

Application and Certificate for Payment, Construction Manager as Advisor Edition

Amityville Public Library
19 John Street
Amityville, New York 11701

CDJ Electric, Inc.
91 Bridge Road
Hauppauge, New York 11788

Project: Amityville Public Library
Addition and Alterations
Via Construction Manager:
Park East Construction
266 East Main Street
Huntington Station, New York 11746

APPLICATION NO: 3
PERIOD TO: 28-Feb-25
CONTRACT DATE: 20-Mar-24
PROJECT NO: n/a
Contract EC - Electrical Contract
SED No.: 58-01-06-03-6-015-008

John Tanzi Architects
129 Main Street
Stony Brook, New York 11790

CONTRACTORS APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
AIA Document G723 TM, Continuation Sheet, is attached:

1. Original Contract Sum \$ 957,000.00
2. Net Change by Change Orders \$ 10,082.42
3. Contract Sum to Date (Line 1+2) \$ 967,082.42
4. Total Completed and Stored to Date \$ 494,182.89

Retainage:
a. 5% of Completed Work (Column D+E on G703) \$ 24,709.15
b. % of Stored Material

5. Total Retainage (Line 5a + 5b or Total of Column 1 on G703) \$ 24,709.15

6. Total Earned Less Retainage (Line 4 minus Line 5 Total) \$ 469,473.74

7. Less Previous Certificates for Payment (Line 6 from Prior Certificate) \$ 446,028.70

8. Current Payment Due \$ 23,445.04

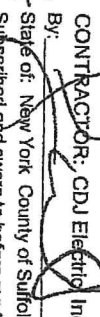
9. Balance to Finish, Including Retainage (Line 3 minus Line 6) \$ 497,608.68

SUMMARY OF CHANGES IN THE WORK		ADDITIONS	DEDUCTIONS
Total changes approved		\$ 10,082.42	
In previous months by Owner			
Total approved this Month		\$ 10,082.42	
TOTALS		\$ 10,082.42	
NET CHANGES BY Change Order		\$ 10,082.42	

CAUTION: You should sign an original AIA Contract Document, on which this form appears in RED. An original assures that changes will not be obscured.

AIA Document G732 TM - 2009 (formerly G702 TM/CMs - 1982) Copyright © 1982 and 2009 by The American Institute of Architects. All rights reserved. (WARNING: This AIA Document produced by U.S. Copyright Law and International Treaties - Unauthorized reproduction or distribution of this AIA Document or any portion of it may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under the law. Purchasers are permitted to reproduce ten (10) copies of this document when completed report copyright violations of AIA Contract Documents, email The American Institute of Architects legal counsel, copyright@aia.org.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payments shown herein is now due.

CONTRACTOR: CDJ Electric, Inc.
By: 
State of: New York County of Suffolk
Subscribed and sworn to before me this 16 day of March, 2025
Notary Public: MARIA REBELLE
No. 01RE4870323
Qualified in Suffolk County
Commission Expires September 2, 2026

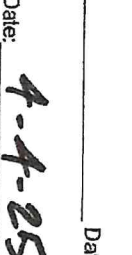
CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on evaluation of the Work and the data completing this application, the Construction Manager and Architect certify to the Owner, that to the best of their knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: \$ 23,445.04

(Attach explanation if amount certified differs from the amount applied for, with figures on this Application and on the Continuation Sheet that changed to conform the amount certified.)

CONSTRUCTION MANAGER:

By: 
ARCHITECT: 
Date: 4-4-25

(Note: Multiple Prime Contractors are responsible for performing portions of the Project, the Architect's Certification is not required.)

This Amount Certified is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this contract.

95,000
351,038.20X
446,028.70

9/18/24
10/21/24
12/4/25

Previous payment

A agreed upon invoice

4/11/25

TO OWNER/CLIENT:
Amityville - Public Library
19 John Street
Amityville, New York 11701

PROJECT:
Amityville - Public Library
19 John Street
Amityville, New York 11701
SED #: 58-01-06-03-6-015-008

FROM CONTRACTOR:
Stalco Construction, Inc.
1316 Motor Parkway
Islandia, New York 11749

VIA ARCHITECT/ENGINEER:
John Tanzi, Architects
1115 North Country Road
Stony Brook, New York 11790

CONTRACT FOR: Amityville - Public Library GC Contract
CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

1. Original Contract Sum \$ 5,782,000.00
2. Net change by change orders \$ 10,459.67
3. Contract sum to date (line 1 + 2) \$ 5,792,459.67
4. Total completed and stored to date (Column G on detail sheet) \$ 1,986,336.46
5. Retainage $\frac{10}{100}$ of completed work: \$ 99,316.83
a. 5.00% of completed work: $\frac{10}{100} \times 99,316.83 = 9,931.68$
b. 0.00% of stored material: \$ 0.00
6. Total retainage (Line 5a + 5b or total in column I of detail sheet) \$ 99,316.83
7. Total earned less retainage (Line 4 less Line 5 Total) \$ 1,887,019.63
8. Less previous certificates for payment (Line 6 from prior certificate) \$ 1,731,128.72
9. Current payment due: \$ 155,890.91
10. Balance to finish, including retainage (Line 3 less Line 6) \$ 3,905,440.04

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	\$ 10,459.67	\$ 0.00
Total approved this Month:	\$ 0.00	\$ 0.00
Totals:	\$ 10,459.67	\$ 0.00
Net change by change orders:	\$ 10,459.67	

APR 04 2025
VERED

39831 - 1,887,019.63
Total Payments Received

APPLICATION NO: 11
INVOICE NO: 2409-011
PERIOD: 02/01/25 - 02/28/25
PROJECT NO: 2409
CONTRACT DATE:

CONSTRUCTION MANAGER:
Park East Construction Corp
266 East Jericho Turnpike
South Huntington, New York 11745

The undersigned certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract documents, that all amounts have been paid by the Contractor for Work which previous Certificates for Payment were issued and payments received from the Owner/Client, and that current payments shown herein is now due.

CONTRACTOR: Stalco Construction, Inc.

By: [Signature]
State of: New York
County of: Suffolk
Subscribed and sworn to before me this 24th day of March 2025

JOANNA LEE MARTINO
NOTARY PUBLIC, STATE OF NEW YORK
Registration No. 01M46424343
Qualified in Suffolk County
Commission Expires Nov. 01, 2025

My commission expires:

ARCHITECT/ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on the on-site observations and the data comprising this application, the Architect/Engineer certifies to the Owner/Client that to the best of the Architect's/Engineer's knowledge, information and belief that Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: \$ 155,890.91
Application and the Continuation Sheet that are changed to confirm to the amount certified)
ARCHITECT/ENGINEER: [Signature]
By: [Signature] Date: 4-4-25

This certificate is not negotiable. The amount certified is payable only to the contract named herein. Issuance, payment and acceptance of payment are without prejudice to the rights of the Owner/Client or Contractor under this Contract.

CONSTRUCTION MANAGER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on the on-site observations and the data comprising this application, the Construction Manager certifies to the Owner/Client that to the best of the Construction Manager's knowledge, information and belief that Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: \$ 155,890.91
(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to confirm to the amount certified)

CONSTRUCTION MANAGER:

By: [Signature] Date: 3/25/25
This certificate is not negotiable. The amount certified is payable only to the contract named herein. Issuance, payment and acceptance of payment are without prejudice to the rights of the Owner/Client or Contractor under this Contract.

Approved prior invoice

TO OWNER/CLIENT:
Amityville Public Library
19 John Street
Amityville, New York 11701

PROJECT:
Amityville - Public Library
19 John Street
Amityville, New York 11701
SED #: 58-01-06-03-6-015-008

FROM CONTRACTOR:
Stalco Construction, Inc.
Stalco Construction, Inc. 1316 Motor Parkway
Islandia, New York 11749

VIA ARCHITECT/ENGINEER:
John Tanzi, Architects
1115 North Country Road
Stony Brook, New York 11790

CONTRACT FOR: Amityville - Public Library GC Contract
CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

1. Original Contract Sum	\$ 5,782,000.00
2. Net change by change orders	\$ 10,459.67
3. Contract sum to date (Line 1 + 2)	\$ 5,792,459.67
4. Total completed and stored to date (Column G on detail sheet)	\$ 1,822,240.76
5. Retainage	
a. 5.00% of completed work:	\$ 91,112.04
b. 0.00% of stored material:	\$ 0.00
Total retainage (Line 5a + 5b or total in column I of detail sheet)	\$ 91,112.04
6. Total earned less retainage (Line 4 less Line 5 Total)	\$ 1,731,128.72
7. Less previous certificates for payment (Line 6 from prior certificate)	\$ 1,706,396.85
8. Current payment due:	\$ 24,731.87
9. Balance to finish, including retainage (Line 3 less Line 6)	\$ 4,061,330.95

X approved previous certificate

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	\$ 10,459.67	\$ 0.00
Total approved this Month:	\$ 0.00	\$ 0.00
Totals:	\$ 10,459.67	\$ 0.00
Net change by change orders:	\$ 10,459.67	

APPLICATION NO: 10
INVOICE NO: 2409-010
PERIOD: 01/01/25 - 01/31/25
PROJECT NO: 2409
CONTRACT DATE:

CONSTRUCTION MANAGER:
Park East Construction Corp
266 East Jericho Turnpike
South Huntington, New York 11746

The undersigned certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract documents, that all amounts have been paid by the Contractor for Work which previous Certificates for payment were issued and payments received from the Owner/Client, and that current payments shown herein is now due.

CONTRACTOR: Stalco Construction, Inc.

By: _____

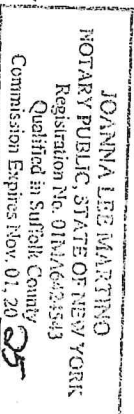
State of: New York

County of: Suffolk

Subscribed and sworn to before me this 11th day of March 2025

Notary Public: Joanna Lee Martino

My commission expires: _____



ARCHITECT/ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on the on-site observations and the data comprising this application, the Architect/Engineer certifies to the Owner/Client that to the best of the Architect/Engineer's knowledge, information and belief that Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: \$ 24,731.87

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to confirm to the amount certified)

ARCHITECT/ENGINEER:

By: John Tanzi

Date: 3-20-25

This certificate is not negotiable. The amount certified is payable only to the contract named herein. Issuance, payment and acceptance of payment are without prejudice to the rights of the Owner/Client or Contractor under this Contract.

CONSTRUCTION MANAGER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on the on-site observations and the data comprising this application, the Construction Manager certifies to the Owner/Client that to the best of the Construction Manager's knowledge, information and belief that Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: \$ 24,731.87

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to confirm to the amount certified)

CONSTRUCTION MANAGER:

By: _____

Date: 3/17/25

This certificate is not negotiable. The amount certified is payable only to the contract named herein. Issuance, payment and acceptance of payment are without prejudice to the rights of the Owner/Client or Contractor under this Contract.

RECORDED

MAR 24 2025

APR 01 2025
1,731,128.72
XTA1 pntsbob