Rose Memorial Library 79 East Main Street, Stony Point, NY 10980

ANNUAL MEETING OF THE BOARD OF TRUSTEES Wednesday, December 15, 2021 AGENDA

- I. Call to Order
- II. Public Comments
- III. Presentation and Nomination of Candidates for Trustee Vacancies
 - a. Richard Eggers, for a three-year term commencing January 1, 2022 and ending December 31, 2025, succeeding himself from a one-year term expiring December 31, 2021.
- IV. Executive Session*
- V. Announcements
- VI. Adjournment

Next scheduled Annual Meeting ~ December 21, 2022

*motion required

Rose Memorial Library 79 East Main Street, Stony Point, NY 10980 Regular Meeting of the Board of Trustees Wednesday, December 15, 2021 AGENDA

- I. Call to Order
- II. Adoption of Minutes
- III. Public Comments
- IV. Finance
 - a. Narrative Report, November 2021
 - b. Approval of Disbursements: November 2021
 - c. Financial Reports for November 2021
- V. Reports
 - a. Director's Report November 2021
 - b. Board Committees
 - i. Marketing & Fundraising
 - ii. Facilities & Capital Projects
 - iii. Finance & Budget
 - iv. Long Range Plan Committee
 - v. Technology

VI. Old Business

- a. Approval of 2022 Budget*
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VII. New Business

- a. Consideration of expanding membership in the Association to include owners/operators of businesses in the Town*
- VIII. Executive Session*
- IX. Announcements
- X. Adjournment

Next scheduled Board Meeting ~ January 19, 2022

*motion required

ROSE MEMORIAL LIBRARY ASSOCIATION DECEMBER 2021 BOARD MEETING FINANCIAL NARRATIVE

The financial reports for this month, posted on Google Drive, reflect income and expenses as of November 30, 2021. As of that date, RML had on deposit in TD Bank:

Operating Account:

\$451,422.47

Savings Account:

\$7,503.31

• Payroll Account:

\$1,444.17

The Merrill Lynch investment accounts had a value of \$437,064.84 as of November 30, 2021. Monthly change: \$1,794.62

There were two payrolls in the month of November 2021 totaling \$23,579.

The largest expenditures include:

O & R (utilities)	\$674.25
Key Bank (children's & adult craft supplies), library supplies	\$733.64
Diamond Shine (cleaning service)	\$760.00
Baker & Taylor (books, adult/children/YA)	\$1,022.01
Star Press (quarterly newsletter)	\$1,050.00
Amazon~Children's Books, Supplies (children's & adults, DVDs, Games, Music	\$1,089.25
Utica Insurance	\$2,106.00
Oxford Health Insurance	\$3,746.00

Rose Memorial Library Association Cash Disbursement Report

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As of November 30, 2021

Name

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Cash Basis

3:27 PM 12/14/21 1006 · Savings - Special Funds Total 1006 · Savings - Special Funds **1040 · Petty Cash** Total 1040 · Petty Cash

TOTAL

Paid Amount			(40,579)
Memo			

Rose Memorial Library Association Balance Sheet

As of November 30, 2021

	Nov 30, 21
ASSETS	
Current Assets	
Checking/Savings 1000 · Operating Account - TD Bank	474 000 05
1000 · Operating Account - 1D Bank 1005 · Payroll Acct - TD Bank	474,003.95
1006 · Savings - Special Funds	1,394.17 7,503.10
1040 · Petty Cash	7,503.19 101.27
Total Checking/Savings	483.002.58
Accounts Receivable	463,002.56
1110 · Accounts Receivable	
1111 · Accrued Interest Income	7 670 70
1110 · Accounts Receivable - Other	-7,678.72
1110 · Accounts Receivable - Other	1,089.63
Total 1110 · Accounts Receivable	-6,589.09
Total Accounts Receivable	-6,589.09
Other Current Assets	
1033 · Merrill Lynch Cash Acct	95,138.24
1036 · Merill Lynch Cash - Future Fund	82,337.66
1201 · Merrill Lynch Investment Acct	
1202 · Municipal Bonds	
1206 · Discount/Premiums Paid	34,245.46
1202 · Municipal Bonds - Other	264,309.74
Total 1202 · Municipal Bonds	298,555.20
1208 · Municipal Bonds - Future Fund	
1209 · Discounts/Premiums-Future Fund	10,045.20
1208 · Municipal Bonds - Future Fund - Other	75,172.00
Total 1208 · Municipal Bonds - Future Fund	85,217.20
1201 · Merrill Lynch Investment Acct - Other	-113,372.77
Total 1201 · Merrill Lynch Investment Acct	270,399.63
Total Other Current Assets	447,875.53
Total Current Assets	924,289.02
Fixed Assets	
1802 · Land - 61 East Main Street	472,263.00
1803 · Land Improvements-61 E. Main	5,850.00
1804 · Land Improve - 61 E Acc Depr	-5,291.00
1808 · Land Improve - 79 E - Acc Depr	-105,044.00
1810 · Buildings	
1811 · Acc Depr - Bldg	-115,709.00
1810 · Buildings - Other	137,574.00
Total 1810 · Buildings	21,865.00
1814 · Bldg Improvements-Sewer	186,556.00
1820 · Furniture & Fixtures	
1821 · Acc Depr -F & F	-13,097.00
1820 · Furniture & Fixtures - Other	18,885.13
Total 1820 · Furniture & Fixtures	5,788.13
1830 · Books/Videos	
1831 · Acc Depr - B/V/S	-233,000.00
1830 · Books/Videos - Other	337,578.58
	207,010.00
Total 1830 · Books/Videos	104,578.58

3:52 PM 12/14/21 Cash Basis

Rose Memorial Library Association Balance Sheet

As of November 30, 2021

	Nov 30, 21
1835 · Equipment 1836 · Acc Depr - Euipmnt 1835 · Equipment - Other	-16,832.00 17,140.20
Total 1835 · Equipment	308.20
1840 · Building-61 East Main Street 1841 · Acc Depr-Building-61 East Main 1840 · Building-61 East Main Street - Other	-28,975.00 95,150.26
Total 1840 · Building-61 East Main Street	66,175.26
Total Fixed Assets	753,049.17
TOTAL ASSETS	1,677,338.19
LIABILITIES & EQUITY Equity 3010 · Unrestrict (retained earnings) 3998 · Fund Balance Net Income	-350,014.27 1,679,401.80 347,950.66
Total Equity	1,677,338.19
TOTAL LIABILITIES & EQUITY	1,677,338.19

Rose Memorial Library Association Profit & Loss Prev Year Comparison January through November 2021

	Jan - Nov 21	Jan - Nov 20	\$ Change	% Change
Ordinary Income/Expense	,			
Income				
4000 · Tax Levy	200,000.00	200,000.00	0.00	0.0%
4001 · Local Public Funds	295,000.00	295,000.00	0.00	0.0%
4010 · LLSWA State Aid	5,075.40	3,097.00	1,978.40	63.9%
4014 · Fundraising Income - Appeal	4,305.00	2,747.17	1,557.83	56.7%
4015 · Investment Income	12,839.03	16,506.34	-3,667.31	-22.2%
4016 · Gifts and Donations	485.48	222.95	262.53	117.8%
4031 · Library Charges	778.48	1,163.43	-384.95	-33.1%
4032 · Other Income	1,667.65	1,778.00	-110.35	-6.2%
4037 · Exp. Reimbursements-61 E. Main	282,844.03	0.00	282,844.03	100.0%
4038 · Rental Income - 61 E. Main	0.00	13,475.00	-13,475.00	-100.0%
Total Income	802,995.07	533,989.89	269,005.18	50.4%
Gross Profit	802,995.07	533,989.89	269,005.18	50.4%
Evnonos		,		331.70
Expense 4002 · Reconciliation Discrepancies	1.90	0.00	1.90	100.0%
6001 · Salaries	266,194.52	320,762.20	-54,567.68	-17.0%
6002 · Benefits	31,123.10	29,975.24	1,147.86	3.8%
6007 ⋅ Office Postage	1,462.16	1,715.74	-253.58	-14.8%
6008 · Accounting & Other Prof Fees 6009 · Legal	1,800.00	5,519.00	-3,719.00	-67.4%
6010 · Repairs and Maintenance	5,510.09	3,170.00	2,340.09	73.8%
oo to Repairs and maintenance	17,807.63	27,732.44	-9,924.81	-35.8%
6011 · Health Insurance Premiums Paid	17,803.14	16,460.71	1,342.43	8.2%
6015 · Telecommunications	1,345.09	1,228.65	116.44	9.5%
6017 · Utilities	8,646.59	7,580.20	1,066.39	14.1%
6018 · Insurance	6,391.24	6,180.35	210.89	3.4%
6019 · Dues/Fees	1,168.04	2,452.11	-1,284.07	-52.4%
6028 · Sewer Taxes	1,490.27	1,455.73	34.54	2.4%
6031 · Internet Access	1,738.20	1,585.64	152.56	9.6%
6032 · Ansernet Service Fee	14,706.56	13,641.38	1,065.18	7.8%
6035 · Newsletters	4,591.64	1,512.08	3,079.56	203.7%
6036 · Fundraising	0.00	537.99	-537.99	-100.0%
6043 · Retirement 403B	0.00	0.00	0.00	0.0%
6045 · Advertising and Promotion	35.00	1,936.00	-1,901.00	-98.2%
6046 · Movie Licensing Contract	0.00	387.00	-387.00	-100.0%
6050 · RCLS Service Fee	2,296.16	2,195.23	100.93	4.6%
6051 · Computer Technical Support	5,462.50	6,340.00	-877.50	-13.8%
6052 · New Library Website	134.93	0.00	134.93	100.0%
6053 · Website Hosting Fee	559.75	419.68	140.07	33.4%
6101 · Capital Expenditures	39,746.38	39,602.14	144.24	0.4%
6125 · Serials	1,968.58	3,947.21	-1,978.63	-50.1%
6200 · Programs	5,254.75	3,901.00	1,353.75	34.7%
6300 · Supplies	8,757.21	8,639.11	118.10	1.4%
6819 · Covid 19 Expenses	-300.29	4,605.72	-4,906.01	-106.5%
Total Expense	445,695.14	513,482.55	-67,787.41	-13.2%
Net Ordinary Income	357,299.93	20,507.34	336,792.59	1,642.3%

3:23 PM 12/14/21 Cash Basis

Rose Memorial Library Association Profit & Loss Prev Year Comparison January through November 2021

	Jan - Nov 21	Jan - Nov 20	\$ Change	% Change
Other Income/Expense				
Other Expense				
6800 · Net Payroll	9,349.27	0.00	9,349.27	100.0%
Total Other Expense	9,349.27	0.00	9,349.27	100.0%
Net Other Income	-9,349.27	0.00	-9,349.27	-100.0%
Net Income	347,950.66	20,507.34	327,443.32	1,596.7%

Rose Memorial Library December 2021 Board Meeting

Alice Meacham, Library Director

- November was a busy month at Rose Memorial Library. With Laura gone and Carole out, I learned rapidly how to make sure the bills were paid, and everything was accounted for. I would like to thank the staff and board for their guidance, patience, and understanding during those stressful weeks.
- We are thrilled to welcome Carole back to the office, and excited she will be our new bookkeeper, in addition to her current role of office manager!
- The library looks especially spiffy now thanks to some fresh furniture arrangement ideas from staff members, as well as adorable book displays. I love seeing our team get inspired and creative!
- Finally, we were saddened to hear of the loss of long-time Stony Point resident, and Rose Memorial Library devotee, Theresa Evangelista. I know the Board joins me in sharing our condolences with her loved ones. We appreciate her dedication to the library, as well as the donations that were made in her memory. In honor of Theresa, we will be placing a small memorial plaque in the library in the new year.

Oscar Chrin, Adult Services

- Due to issues with our postal account (which have thankfully now been resolved) the latest print newsletter has gone out late. I posted the PDF version to our website and Facebook page as usual. This will be our first newsletter on the new quarterly schedule.
- We have replaced the printer in the office due to irreparable issues with the document scan feeder. Unfortunately, using the flatbed to fax or scan multipage documents is not a practical long-term solution. The old printer will be relocated to Alice's office as all of its other functions are still in good working order.

Susan Babcock, Children's Services

- Currently working on finishing a major weed of the Teen section. Both Samantha and Toni Ann have been super helpful with the process.
- Gingerbread House Kits and Gingerbread Cookie Kits filled up in a matter of hours. We received lots of positive feedback on social media in regards to these kits.

Carole Gomez, Office Manager and Bookkeeper

• Returned as of 11/30/2021 and happy to be back. I appreciate all of the good wishes and assistance from my RML family.

- Currently working to acclimate to the added bookkeeping responsibilities and ensure everything is current going into 2022.
- There were 23 new library cards issued in November.
- There were three curbside pickups and approximately 1,300 patrons visited Rose Memorial during the month of November.
- Going forward, we will be addressing the maintenance issues identified in October.

Additional Notes:

Ac	COI	int	N	mber	

Account Name 2021 Approved 2022 Proposed

_	h	_		_	_
L	n	а	n	g	e

INCOME		2021 Approved	2022 Proposed	
4000	Tax Levy	The state of the s	200	
North Rockland School District		\$200,000.00	\$200,000.00	\$0.00

4001	Public Funds			
Town of Stony Point		\$295,000.00	\$325,000.00	\$30,000.00

4010	State Aid	Local Library Services Aid (LLSA)			
4010	Local Library Services Aid		\$3,000.00	\$4,300.00	\$1,300.00
4011	100	Grants & Aid			The state of the s
			\$0.00	\$0.00	\$0.00
		Other Grants	ANTENIA BINES	37 Kg 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	
			\$0.00	\$0.00	\$0.00

	4014	Fundraising Income			
4014	Annual Appeal		\$8,000.00	\$8,000.00	\$0.00
4040	Newsletters	Monthly e- newsletter and quarterly	\$1,000.00	\$2,500.00	\$1,500.00
4049	Fundraising - Event	Books & Brews, Golf Tournament	, 1 50.00 1 52.500.00	\$7,500.00	\$7,500.00
4042	Other	Online Donation	\$0.00	\$500.00	\$500.00
4051	Donations - Adult Programs		\$250.00	\$250.00	\$0.00

	4016	Gifts & Donations	
4016	Miscellaneous Donations		

4018	Friends Income			
4018	Friends Income Other	\$200.00		
4044	Friends Raffles	\$0.00	\$500.00	
4046	Friend's Fundraiser			

4031	Library Charges		""等的企业的 或	
4031	Fines	\$4,000.00	\$500.00	-\$3,500.00

4032 & 4060	Other Income - Photocopier etc			a design of the	
4032	Other Income - Photocopier, Fax	\$3,200.00	\$1,500.00	-\$1,700.00	
4032	LARC Reimbusements	\$700.00	\$700.00	\$0.00	
4060	Insurance Reimbursements	\$0.00	\$0.00	\$0.00	

4033 & 4034	Investment	*Merrill Lynch *UBS
	Income	Micronic Lynch Obs

unt Numb	er	Account Name	2021 Approved	2022 Proposed	Change
4015		Investment Income - Other	\$20,000.00	\$20,000.00	\$0.00
4033	Merrill Lynch	Interest Income	\$500.00	\$500.00	\$0.00
4034	Merrill Lynch	Dividend Income	\$400.00	\$400.00	\$0.00
4035		Gain/Loss on Sale	\$500.00	\$500.00	\$0.00
4036	Merrill Lynch	Other Investment Related Income	\$500.00	\$500.00	\$0.00
	3998	Fund Balance Appropriation			All States and States
3998		Operating Budget			
		Large Projects			
TOTAL			\$537,250.00	\$573,150.00	\$35,600.00
e e	EXPENSES		2021 Approved	2022 Proposed	Change
(C	001 - Division Division 1	Salaries			
·	Library Director Librarian		\$75,000.00	\$75,000.00	\$0.00
	Department Head		\$51,286.00	\$56,037.80	\$4,741.80
	Bookkeeper		\$53,417.00	\$56,092.40	\$2,675.40
	Circulation Clerks		\$20,475.00		-\$20,475.00
	Coverage		\$111,548.50 \$6,243.00	\$112,841.98	\$1,293.48
	Office Mgr +			\$6,552.00	\$309.00
	Bookeeper		\$30,476.16	\$37,856.00	\$7,319.84
6	002	Benefits		Settle of Constitution of the	
6002	Social Security		\$22,324.00	\$22,822.00	\$498.00
6002	Medicare		\$5,221.00	\$5,381.00	\$160.00
6002	Worker's Compensation Insurance		\$3,000.00	\$2,600.00	-\$400.00
6002	PFLA				\$0.00
6002	Disability		\$1,250.00	\$1,250.00	\$0.00
6	004	Travel			
	Other Mileage for Library Business	Reimbursement	\$650.00	\$350.00	-\$300.00
		-4-75			
6	007	Postage - Office		en de la companya de La companya de la co	
	Pitney Bowes	Postage Machine	\$1,500.00	\$1,500.00	\$0.00
	Additional Postage		\$500.00	\$500.00	\$0.00
6	008	Accounting & Prof Fees			
		Accounting	\$1,000.00	\$1,350.00	\$350.00
	1	Auditor			

Legal Fees (Quarterly retainer \$500)

\$2,000.00

\$0.00

\$2,000.00

6009

ount Numb	per		2021 Approved	2022 Proposed	Change	
		Billable Expenses	\$100.00	\$250.00	\$150.00	
	6011	New York				
		Health Insurance 2 current	Proceedings of the Control of the Co		J. 87 11 7 1 2 1 1	
	Oxford	members	\$22,476.00	\$23,940.00	\$1,014.00	
	6013	Office and				
6013	Library Supplies	Library Supplies	\$2,000.00	\$2,000.00	Ć0.00	
6027	Office Supplies		\$5,500.00	\$5,500.00	\$0.00 \$0.00	
			ψ3,300.00	\$3,300.00	\$0.00	
		Equipment -				
	6014	Repairs & Maintenance	and the second			
	Avaya	Phone Rental	\$1,076.00	\$1,080.00	\$4.00	
	Optima	Repair and				+
	Оршпа	Maintenance	\$250.00	\$275.00	\$25.00	
		T. I.				
	6015	Telecommunicati ons	拉拉尔拉维斯	The second second		
				<u> </u>	34 - 3 - 40) 3444 (10 23 4 4 5 14 6 10 6 10 6 10 6 10 6 10 6 10 6 10 6	Phone and inte
	Optimum	Phone and	\$1,500.00	\$3,118.00	\$1,618.00	now share the
		Internet		75,220.00	V1,010.00	line item. See a
						6031
	6017	Utilities - 79 East			e de la companya de l	
	Suez	Main (Library) Water	A250.00			
	Orange &		\$260.00	\$360.00	\$100.00	
	Rockland	Gas & Electric	\$8,400.00	\$8,750.00	\$350.00	
				1		
11.5	6018	Property Insurance	The second of th			
	Price, Capell &	msurance	ĆE 150.00	4=		
	Assoc. Inc.		\$5,150.00	\$5,720.00	\$570.00	11
	Umbrella		\$825.00	\$907.00	\$82.00	
	Automobile		\$275.00	\$450.00	\$175.00	
6	5019	Dues, Fees				TI CONTRACTOR OF THE PROPERTY
	North Rockland	Dues, 1 ccs		LAADERALIZ TELKE		
	Chamber of		\$200.00	\$49.95	-\$150.05	
	Commerce North Rockland					
	Rotary		\$250.00	\$250.00	\$0.00	
	NYS Library Trustees		\$200.00	\$75.00	-\$125.00	
	Amazon					
	Membership		\$50.00	\$69.00	\$19.00	
	NYLA		\$200.00	\$300.00	\$100.00	
	Memberships ALA Membership		\$385.00	\$0.00		
	Rockland		,505.00	ŞU.UU	-\$385.00	
	Women's		\$0.00	\$195.00	\$195.00	
	Business Network LARC					
	memberships		\$180.00	\$80.00	-\$100.00	
				L		
6	020	Custodial		4. 4. 6. 6.	the section of	
6020	5020	Custodial Supplies	\$910.00	\$900.00	-\$10.00	

		Account Name	2021 Approved	2022 Proposed	Change	
			NYLA	Core @ ALA Annual - 6/22-28		
		Registration	\$250.00	\$320.00	\$100.00	
		Hotel	\$350.00	-	-\$350.00	
		Meals and Incidental Expenses	\$125.00	\$150.00	\$25.00	
		Travel	\$125.00	\$125.00	\$0.00	
LA	RC Conference					
		Registration	\$450.00	\$0.00	-\$450.00	
	all Into Books	Mileage			-	
	all IIIto Books	Registration	470.00	4		
		Mileage	\$70.00 \$45.00	\$70.00	\$0.00	
Pc	ower Up Virtual	Willeage	\$45.00	\$45.00	\$0.00	
	Conference					
		Registration	-	\$200.00	\$200.00	
enter and his transfer		Fixed Assets 8				
6022		Fixed Assets & Improvements			Cheff at their	
		Computer installation	-	-	\$0.00	
		2 laptops for Children's Room	-	-	\$0.00	
		Past Computers	-	-	\$0.00	
		Computer Equipment	\$2,000.00	\$2,000.00	\$0.00	
		Other	-	\$2,000.00	\$2,000.00	WiFi upgrade and new iPad for libra programming us
6023		Payroll and Timekeeping				
(18) (19) (19) (19) (19) (19) (19) (19) (19		Fees	Property of the second			
AC	OP Processing	Employee Timekeeping and Payroll Processing	\$1,700.00	\$2,500.00	\$800.00	
6024		Bank & Investment				
\$10 m 14 7 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		Charges	4.5 AC 40 图10		AL MARK WAR	
	ank Charges		\$ 150	150	\$0.00	
Long	restment Fees Merrill Lynch)		\$ 300	300	\$0.00	
	_ate fees etc		\$ 100	75	-\$25.00	
(1)						
(N						
6028		Property Tax				
(N L	wer Tax Library	Property Tax	\$700.00	\$700.00	\$0.00	
6028	wer Tax Library		\$700.00	\$700.00	\$0.00	
6028	wer Tax Library	Grounds	\$700.00	\$700.00	\$0.00	
6028 Sev	wer Tax Library oundskeeping		\$700.00			
6028 Sev 6029 Gre		Grounds Maintenance		\$700.00 \$3,000.00 \$1,500.00	\$0.00 \$0.00 \$300.00	
6028 Sev 6029 Gr	oundskeeping Ilting (\$85 per day)	Grounds Maintenance EJ Stubenvoll Building Repairs	\$3,000.00	\$3,000.00	\$0.00	
6028 Sev 6029 Gra 6406 Sa	oundskeeping Ilting (\$85 per day) oof repairs - Quatrochi -	Grounds Maintenance EJ Stubenvoll	\$3,000.00	\$3,000.00	\$0.00	
6028 Sev 6029 Gro 6406 Sa 6016 R	oundskeeping Ilting (\$85 per day)	Grounds Maintenance EJ Stubenvoll Building Repairs	\$3,000.00	\$3,000.00	\$0.00 \$300.00	

ount Numb		Account Name	2021 Approved	2022 Proposed	Change
6030	Window Washing		\$200.00	\$200.00	\$0.00
6030	Heat & AC	Culhane's	\$400.00	\$400.00	\$0.00
6030	Electrical service	Hush	\$450.00	\$500.00	\$50.00
6030	Sanitation	Rockland Carting	\$660.00	\$660.00	\$0.00
6030	Plumbing		\$400.00	\$400.00	\$0.00
6030	Alarms & Locksmith	Reddi-Alarm	\$400.00	\$450.00	\$50.00
6030	Fire Protection	Campbell	\$250.00	\$280.00	\$30.00
6030	General		\$175.00	\$369.54	\$194.54
6031		Internet Access			
	Internet Access	Optimum online	\$1,618.00	-	-
6032		ANSER Service			
	Workstations and	rees	\$13,078.14	\$10,670.39	-\$2,407.75
	Usage Scanner				
·	Telecom		\$75.00	\$75.00	\$0.00
	Tolecom		\$1,544.39	\$1,561.09	\$16.70
6034		Software Licensing Fees			
	Deep Freeze (10 licenses)public		\$288.00	-	-\$288.00
	Evanced	Calendar (Demco)	\$1,458.00	\$1,475.00	\$17.00
	Microsoft 365	via RCLS	-	\$117.00	\$117.00
6035	Commence of the second	Newsletter	5X a year	Quarterly	
6035		Printing	\$5,125.00	\$4,135.00	-\$990.00
6037		Postage	\$2,250.00	\$1,900.00	-\$350.00
6036	a contract to the second second second	Fundada:	Market Company		
0000	Fundraising	Fundraising		THE RESERVE OF THE PARTY OF THE	
	Printing Fundraising Event		\$1,800.00	\$1,800.00	\$0.00
	Costs		-	\$2,500.00	\$2,500.00
	Advertising & Misc Fundraising		\$600.00	\$600.00	\$0.00
6038	Postage		\$550.00	\$575.00	\$25.00
6041		Equipment		1.	
3041		Rental Annual			
	Copier Postago Machine	Maintenance	\$385.00	\$400.00	\$15.00
	Postage Machine	\$60/quarterly	\$240.00	\$240.00	\$0.00
6043		Retirement			
	403B		\$0.00	\$200.00	\$200.00
6045		Advertising & Promotion			
	Advertising	Summer Program	\$500.00	\$500.00	\$0.00
	Printing flyers etc		\$400.00	\$300.00	-\$100.00
	Programs		\$900.00	\$500.00	-\$400.00
	Social Media Promotions		-	\$200.00	\$200.00
	Promotional Items				

Under 6015 -Telecom

Account Numbe	r	Account Name	2021 Approved	2022 Proposed	Change
6046		Movie & Software Licensing			
	MPLC		\$194.00	\$0.00	-\$194.00
	Movie Licensing		\$371.00	\$0.00	-\$371.00
	USA			Ç0.00	-5371.00
6047		Employment Advertising			15 15 15 15 15
			\$300.00	\$100.00	-\$200.00
6050		RCLS Service			
		Fee			
			\$2,250.00	\$2,281.00	\$31.00
6051	Maria de la companya	Computer Technical Support			
	IT	Frontline	\$6,000.00	\$6,500.00	\$500.00
6052		111			
0032	Rockland Web	Library Website	the equipment of the colors of		
	Design (Tom Ossa)		\$500.00	\$500.00	\$0.00
6053		Website Hosting			
		Annual website hosting	\$600.00	\$600.00	\$0.00
			1		
6100		Library Materials Books			
		Adult Books	\$16,000.00	\$16,000.00	\$0.00
		Express Books	\$2,850.00	\$2,850.00	\$0.00
		Children's Books	\$7,500.00	\$7,500.00	\$0.00
		YA Books	\$1,500.00	\$1,500.00	\$0.00
6115		Audio Books	\$2,100.00	\$2,100.00	\$0.00
6120		Music - CDs	\$1,000.00	\$750.00	-\$250.00
6130		DVDs	\$6,500.00	\$5,000.00	-\$1,500.00
6161		Video Games	\$650.00	\$650.00	\$0.00
6125		Serials (Paper			
	Popular	copies)			多 。
	Subscription Service		\$1,850.00	\$1,300.00	-\$550.00
			\$1,495.00	¢1.002.04	\$487.04
	Journal News			\$1,982.04	
	Journal News Hornbook		\$60.00	\$1,982.04 \$0.00	-\$60.00
	Hornbook School Library			\$0.00	-\$60.00 -\$125.00
	Hornbook		\$60.00 \$125.00	\$0.00 \$0.00	-\$125.00
	Hornbook School Library Journal		\$60.00	\$0.00	
6140	Hornbook School Library Journal New York Times	Serials (magazine) electronic	\$60.00 \$125.00	\$0.00 \$0.00	-\$125.00
6140	Hornbook School Library Journal New York Times Hoopla	(magazine)	\$60.00 \$125.00	\$0.00 \$0.00	-\$125.00
6140	Hornbook School Library Journal New York Times	(magazine)	\$60.00 \$125.00 \$880.00	\$0.00 \$0.00 \$950.00	-\$125.00 \$70.00
6140 6141	Hornbook School Library Journal New York Times Hoopla Kanopy	(magazine)	\$60.00 \$125.00 \$880.00 \$600.00	\$0.00 \$0.00 \$950.00 \$2,400.00	-\$125.00 \$70.00 \$1,800.00

ount Number		Account Name	2021 Approved	2022 Proposed	Change
	Overdrive	Local purchases by RML	\$700.00	\$700.00	\$0.00
	Consumer Reports	via RCLS	\$831.00	\$873.00	\$42.00
				<u> </u>	
6170		Grant Expenditures	W. Talland		
			-	-	\$0.00
6200		Programs			
	Adult Drogram	Flograms			
6210	Adult Program Fees		\$3,000.00	\$3,250.00	\$250.00
6215	Young Adult Program Fees		\$750.00	\$1,000.00	\$250.00
	Childrents				

6200		Programs			
6210	Adult Program Fees		\$3,000.00	\$3,250.00	\$250.00
6215	Young Adult Program Fees		\$750.00	\$1,000.00	\$250.00
6220	Children's Program Fees		\$2,750.00	\$2,700.00	-\$50.00
6251	Summer Reading Program Fees - Childrens		\$3,000.00	\$2,700.00	-\$50.00
6253	Summer Reading Program Fees - Young Adult		=	-	\$0.00
6200	High Profile Events		-	\$1,500.00	\$1,500.00

6225		Museum Passes			
	Storm King Art Center		\$125.00	\$125.00	\$0.00
	Mohonk Preserve		\$150.00	\$150.00	\$0.00
	Amer Museum Natural History		\$250.00	\$250.00	\$0.00
	Empire Pass		\$100.00	\$100.00	\$0.00

6300		Program Supplies	A Company of the Comp		
6301	Program Supplies - Adult		\$600.00	\$750.00	\$250.00
6302	Program Supplies - Children		\$750.00	\$1,600.00	\$850.00
6304	Program Supplies - Young Adult		\$500.00	\$550.00	\$50.00
6252	Summer Reading Expenses - Children		\$800.00	\$800.00	\$0.00
6254	Summer Reading Expenses - YA		\$500.00	\$500.00	\$0.00

8500		Miscellaneous Expenses			
8540		Staff Development	-	\$1,250.00	\$1,250.00
8590	Other	Branding Standards & Rebranding	-	\$6,000.00	\$6,000.00

Total Expenses	\$559,305.19	\$573,150.00	\$15,322.81
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2022 Budget Notes

November 2, 2022, Rose Memorial Library's 414 passed increasing the annual funding from \$255,000 (\$295,000 including additional funding from Town Hall) to \$325,000.

The following line items have been removed as they have been blank for years, and/or the funding/expense area no longer exists:

- 4013 Kurtz Foundation Grant No longer sends funding to local libraries
- 4041 Book Sales
- 4047 Friends Book Sales
- 4038 Rental of 61 E Main St Property was sold in 2021 and line item will not be carried over to 2022.
- 6001 Salaries for Publicity and Computer Tech
- 6034 Fortres (blank)
- 6047 NYLA Job Posting Cost of job posts is now included in the organizational membership fee.
- 6140 Removal of Learning Express and Newspaper Access (blank)
- 6225 Museum passes now only include Empire Pass, Storm King, Mohonk Preserve, and American Museum of Natural History
- 6404, 6407, 6409, 6411 All related to 61 E Main St, which the library no longer owns

The following line items have been added/edited for 2022:

- 6015 Phone and internet are bundled and billed together, and are both forms of Telecom, so they now share this line item, as opposed to be separated into 6015 and 6031
- 6019 Added Rockland Women's Business Association
- 6021 Public Library Association Conference (in lieu of NYLA) and Power Up Virtual Conference
- 6023 Edited to include ADP Timekeeping
- 6036 Added Fundraising Event Costs
- 6045 Added Social Media Promotions and Promotional Items (swaq)
- 6140 Use of Hoopla has increased significantly since the pandemic began. The average monthly expenditure on Hoopla (we are charged per checkout) between 11/20 and 10/21 was \$222.
- 6200 Added High Profile Events
- 8500 Miscellaneous Expenses
 - 8540 Staff Development

- 8590 Other Branding Guidelines/Rebranding. The "Meet Me at the Rose" Rebrand. This will include the following deliverables from a professional graphic designer:
 - Logo
 - Branding standards (brand-standard fonts, colors, image aesthetic, etc.)
 - Standard customizable templates for event and programming flyers, displays, info sheets, etc.
 - New letterhead, notecards and business cards
 - Monthly e-newsletter template
 - Quarterly print newsletter template
 - Library information trifold
 - 2022-2027 Strategic Plan infographic handout
 - Customizable swag designs



845.786.2100 rosememoriallibrary.org.

OFFICIAL CALENDAR OF ROSE MEMORIAL LIBRARY BOARD OF TRUSTEES MEETINGS 2022

Wednesday, January 19, 2022
Wednesday, February 16, 2022
Wednesday, March 16, 2022
Wednesday, April 20, 2022
Wednesday, May 18, 2022
Wednesday, June 15, 2022
Wednesday, July 20, 2022
Wednesday, August 17, 2022
Wednesday, September 21, 2022
Wednesday, October 19, 2022
Wednesday, November 16, 2022
Wednesday, December 21, 2022



5:30pm, Kennedy Room
Or by ZOOM invite per NYS Guidelines
ROSE MEMORIAL LIBRARY
Third Wednesday of each month



Check our webpage for Agendas & Board Materials



The public is always invited to attend open Board Meetings.