

Saugerties Public Library Board Agenda  
February 12, 2026  
5:30 pm Social Time and 6pm Meeting

Roll Call

Public Comment

Old Business:

New Business:

1. Town Tax Money Arrived
2. Advocacy Day Report
3. Harassment Prevention Training
4. Disaster Plan

Secretary's Report

Treasurer's Report

Pay Bills

Director's Report:

Ambassador's Report:

Committee Reports:

1. Finance
2. Personnel/Policy
3. Facilities
4. Outreach

Next meeting - March 12, 2026

**Saugerties Public Library  
Regular Board Meeting  
Date: January 8, 2026**

**Present:** Trustees Paul Vanbenschoten, Timothy Scott, Erin Poll, Yosefa Karchmar, Charlotte Herscher, Alice Graves, Valentina Kielland, Rebecca Lang, Kerry McQuaide

**Excused:** Ken Goldberg, Teresa Girodano

**Staff:** Director Jennifer Russell

**Public Attendees:** Ray Rebholz, Bill Barr

**Meeting called to order at 6:00 PM by President Tim Scott**

**Public Comment:** Bill Barr new town liaison.

**Friends of Library:** Reminding us we can also be members of the friends group too. You sign up yearly. Forms are at the reference desk and online. The festival of trees went well. Bigger each year. Next meeting 1/26/26 at 7:00 pm. One of the Vice Presidents has resigned. They need to replace that position mid-term.

**Unfinished Business:** None

**New Business:**

1. ***Library Advocacy Day in Albany (February 3, 2026):*** Members of board have attended in the past. The MHLS funded bus is not an option this year. Tim is going and is asking if folks want to carpool. Long day meeting with legislatures and a mid-day rally. We will receive talking points from MHLS that we can use. Discouraging message from the governor regarding protecting the libraries. Tim would like to know who lobbied for that bill to die so he is gathering more information about that to be prepared. Advocacy day can be fun. Trustees and Librarians from all over the state come together. Talk to Tim if you want to go.
  
2. ***Postcard Campaign to Governor Hochul:*** Samples around the room. Good to send out prior to advocacy day. Put a little personal message and include that we are trustees. Tim passed along some talking points that we could include.
  
3. ***E-Book and E-Audio Material Budget:*** This is hard to keep up with. MHLS keeps tabs on how many digital items each library's residents are taking out and how much we are spending on digital materials. We take out a lot of digital materials. Last year's budget for this was \$16,000. We are still under. MHLS is taking steps and threatening to stop delivering materials to the library, unless we come up with a plan. MHLS says we need to pay \$20,544 in 2026. We

budgeted \$19,000. That's a \$1, 544 difference. We amended the budget in December to up the budget by \$3,000, making it \$22,000. Jen will be writing a plan of action to submit to the Resource Sharing committee and MHLS. If we are still under for the spring report, the board can amend the budget again. The finance committee is discussing where that would come from. She may not include the total that we will add to our budget each year in her writing. More and more people are using it and they are expensive.

At the last Ulster County Association meeting, Jen said that something needed to be done because this isn't sustainable. Spoke to the NY public library. They have reduced the number of holds that patrons can check out which decreases the number of holds. We allow 10 checkouts and 10 holds. Jen recommends we reduce this to 5 holds. Library purchases based on how many holds we have. That is how it works in the entire library system. We can't make a change because it has to be for the entire system. We can make a suggestion to the committee and it will take time for the proposal to be made at a Director's Association meeting. MHLS wants to do marketing to let the public know how the system works and how expensive digital materials are. Maybe a banner message on the Libby site to tell people how this works.

There is a formula for purchasing hard books as well but it isn't quite as expensive as the digital formula. We also have a kindle that people could borrow with titles already loaded. We can encourage folks to get audio books from alternate sources.

#### **Secretary's Report:**

##### **MOTION:**

Motion by Tim and seconded by Charlotte to approve the minutes as written. All in favor.

**Treasurer's Report:** Budget vs. Actual for 2025. The initial financial report from the accountant seems to indicate we are very over budget. That is not accurate. It includes money for retirement for 2026, and does not account for donated funds used in programs and other various budget lines. The accountant will work through this for the Annual Fiscal Report to NYS and it may take a few more months to get final numbers.

##### **MOTION:**

Motion to pay the bills in the amount of \$25,143.23 made by Charlotte and seconded by Erin .  
All in favor.

**Director's Report:** Please see the report included in the Meeting Packet.

- 1) Book purchasing: Beginning to slowly get books in from Ingram. We got a few from Inquiring Minds and one from Amazon.
- 2) Lost books: The Saugerties library went fine free a few years ago. However, if a patron never brings a book back they get a bill and they need to pay for it. A staff member

created a 2025 list of books that have not been returned and the total cost of those books is \$4,903.90. Staff is calling these patrons to remind them to return those items. We might be able to create a list to see how long people are keeping books out since we are fine free. Many of the lost books are from the same person. For example, you could check out 10 books and just not return the 10. If you owe a bill to the library, you can't take anything out until it is paid.

- 3) Programs: The artists who show in the gallery are different from groups that reserve the community room. The gallery is not considered a part of the Community Room. According to the Community Room and Outdoor Use policy, you can only use the library's address to advertise your meeting / program. Many disparate organizations or groups use the Community Room and we don't want the library to appear to align with any particular group.

**Ambassador's Report:** Teresa is the Ambassador. She is not here but the postcards are her most recent contribution.

## **Committee Reports**

**Finance:** Did not meet

Next meeting: February 9th at 6:00

**Personnel/Policy:** Did not meet

How would one suggest the creation of a policy? The suggestions could be brought to the policy committee.

Next meeting: January 28th at 6:15

**Facilities:** Did not meet

Next meeting: January 20th at 6:00

**Outreach:** Did not meet

Next meeting: January 26th at 5:30

Motion to adjourn at 6:52 PM by Tim;

Seconded by Alice.

Passes unanimously.

Submitted by Rebecca Lang

Next meeting: February 12, 2026 at 5:30 with meeting starting at 6:00

# Saugerties Public Library General Fund Budget vs. Actual

January 2026

	<u>Jan 26</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
1001 · Real Property Taxes	770,986.00	770,986.00	0.00	100.0%
2082 · Fees	442.42	9,000.00	-8,557.58	4.92%
2401 · Interest	242.90	12,000.00	-11,757.10	2.02%
2705 · Gifts & Donations				
2705.4 · Friends	2,500.00	6,000.00	-3,500.00	41.67%
2705.2 · General	50.00	13,000.00	-12,950.00	0.39%
<b>Total 2705 · Gifts &amp; Donations</b>	<b>2,550.00</b>	<b>19,000.00</b>	<b>-16,450.00</b>	<b>13.42%</b>
3840 · New York State Aid	0.00	5,500.00	-5,500.00	0.0%
3999 · Appropriated Fund Balance	0.00	25,377.24	-25,377.24	0.0%
<b>Total Income</b>	<b>774,221.32</b>	<b>841,863.24</b>	<b>-67,641.92</b>	<b>91.97%</b>
<b>Expense</b>				
7410.1 · Salaries	31,095.83	429,273.60	-398,177.77	7.24%
7410.4 · Contractual Expenses				
.4.1 · Library Material				
.4.1.7 · Streaming	620.01	9,000.00	-8,379.99	6.89%
.4.1.1 · DVD	306.62	2,500.00	-2,193.38	12.27%
.4.1.2 · Books				
4.1.2A · Adult Books	664.07	19,598.00	-18,933.93	3.39%
4.1.2J · Children's Books	720.20	8,000.00	-7,279.80	9.0%
<b>Total .4.1.2 · Books</b>	<b>1,384.27</b>	<b>27,598.00</b>	<b>-26,213.73</b>	<b>5.02%</b>
.4.1.3 · Subscriptions	34.95	1,500.00	-1,465.05	2.33%
.4.1.4 · Newspapers	199.00	2,500.00	-2,301.00	7.96%
.4.1.5 · Digital Materials	1,830.28	22,000.00	-20,169.72	8.32%
<b>Total .4.1 · Library Material</b>	<b>4,375.13</b>	<b>65,098.00</b>	<b>-60,722.87</b>	<b>6.72%</b>
.4.2 · Programs, Publicity, History				
.4.2.1 · Programs	469.71	7,000.00	-6,530.29	6.71%
.4.2.3 · Newsletter & Public Relations	85.00	4,000.00	-3,915.00	2.13%
<b>Total .4.2 · Programs, Publicity, History</b>	<b>554.71</b>	<b>11,000.00</b>	<b>-10,445.29</b>	<b>5.04%</b>
.4.3 · Operation of Building				
.4.3.1 · Utilities	3,347.95	28,000.00	-24,652.05	11.96%
.4.3.2 · Telephone	258.73	3,500.00	-3,241.27	7.39%
.4.3.3 · Insurance	6,280.75	30,000.00	-23,719.25	20.94%
.4.3.4 · Maintenance Service & Supplies	245.25	4,000.00	-3,754.75	6.13%
.4.3.5 · Lawn & Grounds	0.00	5,808.00	-5,808.00	0.0%
.4.3.6 · Building R&M	569.00	12,000.00	-11,431.00	4.74%
.4.3.7 · Snow Removal	1,600.00	2,000.00	-400.00	80.0%
.4.3.8 · Elevator	873.36	4,000.00	-3,126.64	21.83%
.4.3.9 · Geothermal	0.00	10,000.00	-10,000.00	0.0%
.4.3.12 · Internet	115.40	2,650.00	-2,534.60	4.36%
<b>Total .4.3 · Operation of Building</b>	<b>13,290.44</b>	<b>101,958.00</b>	<b>-88,667.56</b>	<b>13.04%</b>
.4.4 · Equipment R&M, Supplies				
.4.4.1 · Copier	-1,053.20	5,500.00	-6,553.20	-19.15%

# Saugerties Public Library General Fund Budget vs. Actual

January 2026

	Jan 26	Budget	\$ Over Budget	% of Budget
.4.4.2 · Office Supplies	189.13	2,500.00	-2,310.87	7.57%
.4.4.4 · Postage	0.00	800.00	-800.00	0.0%
.4.4.6 · Equipment Purchases	0.00	8,000.00	-8,000.00	0.0%
.4.4.7 · Equipment R&M	0.00	5,000.00	-5,000.00	0.0%
<b>Total .4.4 · Equipment R&amp;M, Supplies</b>	<b>-864.07</b>	<b>21,800.00</b>	<b>-22,664.07</b>	<b>-3.96%</b>
<b>.4.5 · Automation, System Fees</b>				
.4.5.1 · Automation & Online Services	451.68	4,000.00	-3,548.32	11.29%
.4.5.2 · MHLS Assessment Fees	5,518.19	22,073.00	-16,554.81	25.0%
<b>Total .4.5 · Automation, System Fees</b>	<b>5,969.87</b>	<b>26,073.00</b>	<b>-20,103.13</b>	<b>22.9%</b>
<b>.4.6 · Professional Services</b>				
.4.6.8 · Professional Memberships	0.00	1,200.00	-1,200.00	0.0%
.4.6.7 · Payroll Service Fees	542.72	3,000.00	-2,457.28	18.09%
.4.6.1 · Accounting	750.00	9,000.00	-8,250.00	8.33%
.4.6.3 · Board Expenses	0.00	300.00	-300.00	0.0%
.4.6.4 · Consulting & Legal Services	500.00	2,000.00	-1,500.00	25.0%
.4.6.5 · IT Maintenance Consultant	1,690.00	1,650.00	40.00	102.42%
.4.6.6 · Staff Development	0.00	400.00	-400.00	0.0%
<b>Total .4.6 · Professional Services</b>	<b>3,482.72</b>	<b>17,550.00</b>	<b>-14,067.28</b>	<b>19.85%</b>
<b>.4.7 · Election Expenses</b>				
.4.7.1 · Election Inspectors	0.00	450.00	-450.00	0.0%
.4.7.2 · Election Expenses	0.00	200.00	-200.00	0.0%
<b>Total .4.7 · Election Expenses</b>	<b>0.00</b>	<b>650.00</b>	<b>-650.00</b>	<b>0.0%</b>
<b>Total 7410.4 · Contractual Expenses</b>	<b>26,808.80</b>	<b>244,129.00</b>	<b>-217,320.20</b>	<b>10.98%</b>
<b>9010 · Employee Benefits</b>				
.1 · Retirement	0.00	49,950.00	-49,950.00	0.0%
.2 · Social Security & Medicare	2,334.51	31,320.00	-28,985.49	7.45%
.3 · Workers Compensation	0.00	4,700.00	-4,700.00	0.0%
.4 · Disability	-33.05	350.00	-383.05	-9.44%
.5 · Medical & Dental Benefits	7,061.60	83,978.64	-76,917.04	8.41%
.6 · Life Insurance	24.30	470.00	-445.70	5.17%
<b>Total 9010 · Employee Benefits</b>	<b>9,387.36</b>	<b>170,768.64</b>	<b>-161,381.28</b>	<b>5.5%</b>
<b>Total Expense</b>	<b>67,291.99</b>	<b>844,171.24</b>	<b>-776,879.25</b>	<b>7.97%</b>
<b>Net Ordinary Income</b>	<b>706,929.33</b>	<b>-2,308.00</b>	<b>709,237.33</b>	<b>-30,629.52%</b>
<b>Net Income</b>	<b>706,929.33</b>	<b>-2,308.00</b>	<b>709,237.33</b>	<b>-30,629.52%</b>

# Saugerties Public Library

## General Fund Revenue and Expenditure Report

	<u>Jan 26</u>	<u>Jan 25</u>
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
1001 · Real Property Taxes	770,986.00	0.00
2082 · Fees	442.42	914.86
2401 · Interest	242.90	317.75
2705 · Gifts & Donations		
2705.4 · Friends	2,500.00	0.00
2705.2 · General	50.00	100.00
<b>Total 2705 · Gifts &amp; Donations</b>	<u>2,550.00</u>	<u>100.00</u>
<b>Total Income</b>	774,221.32	1,332.61
<b>Expense</b>		
7410.1 · Salaries	31,095.83	17,989.40
7410.4 · Contractual Expenses		
.4.1 · Library Material		
.4.1.7 · Streaming	620.01	630.27
.4.1.1 · DVD	306.62	176.18
.4.1.2 · Books		
4.1.2A · Adult Books	664.07	1,094.14
4.1.2J · Children's Books	720.20	69.80
<b>Total .4.1.2 · Books</b>	<u>1,384.27</u>	<u>1,163.94</u>
.4.1.3 · Subscriptions	34.95	34.95
.4.1.4 · Newspapers	199.00	202.00
.4.1.5 · Digital Materials	1,830.28	1,936.25
<b>Total .4.1 · Library Material</b>	<u>4,375.13</u>	<u>4,143.59</u>
.4.2 · Programs, Publicity, History		
.4.2.1 · Programs	469.71	2,629.04
.4.2.3 · Newsletter & Public Relations	85.00	75.00
<b>Total .4.2 · Programs, Publicity, History</b>	<u>554.71</u>	<u>2,704.04</u>
.4.3 · Operation of Building		
.4.3.1 · Utilities	3,347.95	2,068.43
.4.3.2 · Telephone	258.73	257.54
.4.3.3 · Insurance	6,280.75	568.25
.4.3.4 · Maintenance Service & Supplies	245.25	357.00
.4.3.6 · Building R&M	569.00	1,359.48
.4.3.7 · Snow Removal	1,600.00	900.00
.4.3.8 · Elevator	873.36	831.77
.4.3.12 · Internet	115.40	0.00
<b>Total .4.3 · Operation of Building</b>	<u>13,290.44</u>	<u>6,342.47</u>
.4.4 · Equipment R&M, Supplies		
.4.4.1 · Copier	-1,053.20	706.92
.4.4.2 · Office Supplies	189.13	213.22
<b>Total .4.4 · Equipment R&amp;M, Supplies</b>	<u>-864.07</u>	<u>920.14</u>
.4.5 · Automation, System Fees		
.4.5.1 · Automation & Online Services	451.68	451.68

# Saugerties Public Library General Fund Revenue and Expenditure Report

	<u>Jan 26</u>	<u>Jan 25</u>
.4.5.2 · MHLS Assessment Fees	5,518.19	5,007.54
<b>Total .4.5 · Automation, System Fees</b>	<b>5,969.87</b>	<b>5,459.22</b>
<b>.4.6 · Professional Services</b>		
.4.6.7 · Payroll Service Fees	542.72	521.35
.4.6.1 · Accounting	750.00	600.00
.4.6.4 · Consulting & Legal Services	500.00	0.00
.4.6.5 · IT Maintenance Consultant	1,690.00	1,657.00
<b>Total .4.6 · Professional Services</b>	<b>3,482.72</b>	<b>2,778.35</b>
<b>Total 7410.4 · Contractual Expenses</b>	<b>26,808.80</b>	<b>22,347.81</b>
<b>9010 · Employee Benefits</b>		
.1 · Retirement	0.00	41,909.00
.2 · Social Security & Medicare	2,334.51	1,330.71
.3 · Workers Compensation	0.00	3,393.00
.4 · Disability	-33.05	-31.57
.5 · Medical & Dental Benefits	7,061.60	13,586.86
.6 · Life Insurance	24.30	24.30
<b>Total 9010 · Employee Benefits</b>	<b>9,387.36</b>	<b>60,212.30</b>
<b>Total Expense</b>	<b>67,291.99</b>	<b>100,549.51</b>
<b>Net Ordinary Income</b>	<b>706,929.33</b>	<b>-99,216.90</b>
<b>Net Income</b>	<b><u>706,929.33</u></b>	<b><u>-99,216.90</u></b>

# Saugerties Public Library Abstract Check Register

Type	Date	Num	Name	Memo	Amount
<b>M&amp;T General Fund Checking 6455</b>					
Check	01/22/2026	EFT	NYS Emp Retire System		-698.83
Check	01/30/2026	51891			-70.92
Check	01/31/2026	11816	National Business Technologies	Inv 710812	-173.82
Check	01/31/2026	11817	National Business Technology	Invoice: 593145288	-374.69
Check	01/31/2026	11818	Vanguard ID Systems	Inv I533039	-1,105.69
Check	01/31/2026	11819	Ingram Library Services	Inv#93419482, 934600662, 93504030, 93596283, 93739131	-947.52
Check	01/31/2026	11820	Whiteman Osterman & Hanna	Invoice: 838049	-500.00
Check	01/31/2026	11821	Welsh Sanitation	Feb Garbage Removal	-93.89
Check	01/31/2026	11822	Woodworth & Zarolnick Accountants Inc		-750.00
Check	01/31/2026	11823	Charter Communications - Internet		-115.40
Check	01/31/2026	11824	Culligan of Newburgh	Invoice: CD3321566 & CD3234848	-128.42
Check	01/31/2026	11825	Marshall & Sterling Upstate	Policy #CP4148333	-6,280.75
Check	01/31/2026	11826	Ingram Library Services		-1,229.09
Check	01/31/2026	11827	CDPHP	Invoice: 260130059140	-7,775.80
Check	01/31/2026	11828	Metropolitan Life Insurance Companies		-24.30
Check	01/31/2026	11829	ThyssenKrupp Elevator Corp	12/31/25	-873.36
Check	01/31/2026	11830	Summit Fire & Security, LLC	Invoice: 3761246	-540.00
Check	01/31/2026	11831	Mid Hudson Library System	Invoice: 2882	-7,208.19
Check	01/31/2026	11832	Amanda Wylie		-200.00
Check	01/31/2026	11833	Whiteman Osterman & Hanna	Invoice: 838033	-500.00
Check	01/31/2026	11834	Saugerties Area Chamber of Commerce		-85.00
Check	01/31/2026	EFT	Paychex		-542.72
Check	01/31/2026	EFT	Charter Communications - Phone		-258.73
Check	01/31/2026	11835	Gale/Cengage Learning	Inv 99101888098	-65.58
Check	01/31/2026	11836	OverDrive Inc		-1,830.28
Check	01/31/2026	11837	Stewart's	Jan Newspapers	-199.00
Check	01/31/2026	EFT	Central Hudson	Bill for 12/18/26 - 1/21/26	-2,726.35
Check	01/31/2026	11838	DEMCO	Invoice: 7753581	-167.96
Check	01/31/2026	11839	Quill Corp.		-22.94
Check	01/31/2026	11840	Midwest Tape		-896.64
Check	01/31/2026	11841	Uniforms USA, Inc.	Invoice: 115145	-29.00
Check	01/31/2026	11842	Custom Lawns & More	Inv 2797, 2803, 2812, 2824	-1,600.00
Check	01/31/2026	11843	Credit Card Payment Processing		-1,202.84
Check	01/31/2026	11844	National Business Technology	Invoice: 594917425	-374.69
Check	01/31/2026	11845	Amazon Capital Services	Invoice: 19H7-MF1V-17FM	-315.86

Total M&T  
General Fund  
Checking 6455

-39,908.26

**Saugerties Public Library  
Abstract Check Register**

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
M&T Capital Fund Checking 6430					
Total M&T Capital Fund Checking 6430					<u><u>-39,908.26</u></u>

# Saugerties Public Library

## Abstract

January 2026

	Num	Name	Memo	Amount
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>2082 - Fees</b>				
			Square income	257.91
				257.91
Total 2082 - Fees				257.91
Total Income				257.91
<b>Expense</b>				
<b>7410.1 - Salaries</b>				
		01.08.26 PR		15,020.90
		01.22.26 PR		16,074.93
Total 7410.1 - Salaries				31,095.83
<b>7410.4 - Contractual Expenses</b>				
<b>.4.1 - Library Material</b>				
<b>.4.1.7 - Streaming</b>				
	11840	Midwest Tape	Hoopla #508387650	590.02
	11843	Credit Card Payment Processing		29.99
Total .4.1.7 - Streaming				620.01
<b>.4.1.1 - DVD</b>				
	11840	Midwest Tape	Inv 508287849	98.96
	11840	Midwest Tape	Inv 508319867	53.23
	11840	Midwest Tape	Inv 508319868	49.48
	11840	Midwest Tape	Inv 508365957	40.48
	11840	Midwest Tape	Inv 508365957	64.47
Total .4.1.1 - DVD				306.62
<b>.4.1.2 - Books</b>				
<b>4.1.2A - Adult Books</b>				
		Ingram Library Services	2025 bills paid in 2026	-379.96
	11819	Ingram Library Services	Inv#93419482, 934600662, 93504030, 93596283, 93739131	379.96
	11826	Ingram Library Services	Inv#93960726, 93999306, 94065405, 94065406	523.04
	11835	Gale/Cengage Learning	Inv 99101888098	65.58
	11845	Amazon Capital Services	Invoice: 19H7-MF1V-17FM	75.45
Total 4.1.2A - Adult Books				664.07
<b>4.1.2J - Children's Books</b>				
		Ingram Library Services	2025 bills paid in 2026	-567.56
	11819	Ingram Library Services	Inv#93419482, 934600662, 93504030, 93596283, 93739131	567.56

# Saugerties Public Library

## Abstract

January 2026

Num	Name	Memo	Amount
11826	Ingram Library Services	Inv #93776194, 93824301, 93870006	706.05
11845	Amazon Capital Services	Invoice: 19H7-MF1V-17FM	14.15
Total 4.1.2J · Children's Books			<u>720.20</u>
Total .4.1.2 · Books			1,384.27
<b>.4.1.3 · Subscriptions</b>			
11843	Credit Card Payment Processing		34.95
Total .4.1.3 · Subscriptions			<u>34.95</u>
<b>.4.1.4 · Newspapers</b>			
11837	Stewart's	Jan Newspapers	199.00
Total .4.1.4 · Newspapers			<u>199.00</u>
<b>.4.1.5 · Digital Materials</b>			
11836	OverDrive Inc	Inv 09138CO26000343	741.84
11836	OverDrive Inc	Inv 01938DA26003964	64.99
11836	OverDrive Inc	Inv 01938CO26007810	378.42
11836	OverDrive Inc	Inv 10938CO26015088	410.85
11836	OverDrive Inc	Inv 01938DA26016816	130.69
11836	OverDrive Inc	Inv 01938DA26018434	28.50
11836	OverDrive Inc	Inv 01938DA26023907	74.99
Total .4.1.5 · Digital Materials			<u>1,830.28</u>
Total .4.1 · Library Material			4,375.13
<b>.4.2 · Programs, Publicity, History</b>			
<b>.4.2.1 · Programs</b>			
11832	Amanda Wylie		200.00
11843	Credit Card Payment Processing		64.62
11845	Services	Invoice: 19H7-MF1V-17FM	205.09
Total .4.2.1 · Programs			<u>469.71</u>
<b>.4.2.3 · Newsletter &amp; Public Relations</b>			
11834	Saugerties Area Chamber of Commerce	2026 Membership	85.00
Total .4.2.3 · Newsletter & Public Relations			<u>85.00</u>
Total .4.2 · Programs, Publicity, History			554.71
<b>.4.3 · Operation of Building</b>			
<b>.4.3.1 · Utilities</b>			
EFT	Central Hudson	Bill for 12/18/26 - 1/21/26	2,726.35
11843	Credit Card Payment Processing		621.60
Total .4.3.1 · Utilities			<u>3,347.95</u>
<b>.4.3.2 · Telephone</b>			
EFT	Charter Communications - Phone		258.73
Total .4.3.2 · Telephone			<u>258.73</u>
<b>.4.3.3 · Insurance</b>			

# Saugerties Public Library

## Abstract

January 2026

Num	Name	Memo	Amount
11825	Upstate	9/1/25 - 9/1/26	6,280.75
Total .4.3.3 · Insurance			6,280.75
<b>.4.3.4 · Maintenance Service &amp; Supplies</b>			
11821	Welsh Sanitation	Feb Garbage Removal	93.89
11824	Culligan of Newburgh	Invoice: CD3321566 & CD3234848	128.42
11839	Quill Corp.		22.94
Total .4.3.4 · Maintenance Service & Supplies			245.25
<b>.4.3.6 · Building R&amp;M</b>			
11830	LLC	Invoice: 3761246	540.00
11841	Uniforms USA, Inc.	January	29.00
Total .4.3.6 · Building R&M			569.00
<b>.4.3.7 · Snow Removal</b>			
11842	Custom Lawns & More	Inv 2797, 2803, 2812, 2824	1,600.00
Total .4.3.7 · Snow Removal			1,600.00
<b>.4.3.8 · Elevator</b>			
11829	Corp	Invoice: 3009122857	873.36
Total .4.3.8 · Elevator			873.36
<b>.4.3.12 · Internet</b>			
11823	Charter Communications - Internet		115.40
Total .4.3.12 · Internet			115.40
Total .4.3 · Operation of Building			13,290.44
<b>.4.4 · Equipment R&amp;M, Supplies</b>			
<b>.4.4.1 · Copier</b>			
	National Business Technologies	Reverse of GJE -- 2025 bills paid in 2026	-173.82
	Technology	2025 bills paid in 2026	-374.69
11816	National Business Technologies	2025	173.82
11817	Technology	Dec 2025	374.69
11844	Technology	Invoice: 594917425	374.69
Total .4.4.1 · Copier			374.69
<b>.4.4.2 · Office Supplies</b>			
	Vanguard ID Systems	2025 bills paid in 2026	-1,105.69
11818	Vanguard ID Systems	2025	1,105.69
11838	DEMCO	Invoice: 7753581	167.96
11845	Services	Invoice: 19H7-MF1V-17FM	21.17
Total .4.4.2 · Office Supplies			189.13
Total .4.4 · Equipment R&M, Supplies			563.82
<b>.4.5 · Automation, System Fees</b>			
<b>.4.5.1 · Automation &amp; Online Services</b>			
11843	Credit Card Payment Processing		451.68
Total .4.5.1 · Automation & Online Services			451.68
<b>.4.5.2 · MHLS Assessment Fees</b>			
11831	System	Invoice: 2882	5,518.19

# Saugerties Public Library

## Abstract

January 2026

	Num	Name	Memo	Amount
Total .4.5.2 · MHLS Assessment Fees				5,518.19
Total .4.5 · Automation, System Fees				5,969.87
<b>.4.6 · Professional Services</b>				
<b>.4.6.9 · Merchant Fees</b>				
			Square income	19.36
Total .4.6.9 · Merchant Fees				19.36
<b>.4.6.7 · Payroll Service Fees</b>				
	EFT	Paychex		542.72
Total .4.6.7 · Payroll Service Fees				542.72
<b>.4.6.1 · Accounting</b>				
	11822	Woodworth & Zarolnick Accountants Inc		750.00
Total .4.6.1 · Accounting				750.00
<b>.4.6.4 · Consulting &amp; Legal Services</b>				
		Hanna	2025 bills paid in 2026	-500.00
	11820	Hanna	1st quarter retainer Jan-Mar 2025	500.00
	11833	Hanna	1st quarter retainer Jan-Mar	500.00
Total .4.6.4 · Consulting & Legal Services				500.00
<b>.4.6.5 · IT Maintenance Consultant</b>				
	11831	System	Invoice: 2882	1,690.00
Total .4.6.5 · IT Maintenance Consultant				1,690.00
Total .4.6 · Professional Services				3,502.08
Total 7410.4 · Contractual Expenses				28,256.05
<b>9010 · Employee Benefits</b>				
<b>.2 · Social Security &amp; Medicare</b>				
		01.08.26 PR		1,126.77
		01.22.26 PR		1,207.74
Total .2 · Social Security & Medicare				2,334.51
<b>.4 · Disability</b>				
		01.08.26 PR		-16.45
		01.22.26 PR		-16.60
Total .4 · Disability				-33.05
<b>.5 · Medical &amp; Dental Benefits</b>				
		01.08.26 PR		-357.10
		01.22.26 PR		-357.10
	11827	CDPHP	Invoice: 260130059140	7,775.80
Total .5 · Medical & Dental Benefits				7,061.60
<b>.6 · Life Insurance</b>				
	11828	Metropolitan Life Insurance Companies	Life insurance	24.30
Total .6 · Life Insurance				24.30
Total 9010 · Employee Benefits				9,387.36
Total Expense				68,739.24
Net Ordinary Income				-68,481.33
				<b>-68,481.33</b>

## January Director's Report 2026

**Carnegie Foundation funds:** The library has received \$10,000 from the Carnegie Foundation in honor of the 250<sup>th</sup> anniversary of the signing of the Declaration of Independence. The Outreach committee is working on a series of events that "Celebrate Libraries". Staff are creating monthly book displays that showcase the development of the United States.

**Book purchasing:** Books are beginning to come in from Ingram!

**Annual Report:** Because Baker & Taylor had hosted the website that librarians entered data in for the Annual Report, NYS is scrambling to figure out an alternative. So, this report will be late.

**Lost Books:** Staff called patrons who had books checked out past all renewals, and one patron brought back \$300.00 worth of books.

**UCLA Museum passes:** Poughkeepsie's Discovery Museum (which used to be the Children's Museum) is a new option added to the list of museums that the UCLA has purchased with legislative funds. The Ulster County legislature approved spending \$10,500 on those passes. So, people should use them!

**HomeBoost:** MHLS has coordinated with Central Hudson in offering FREE home energy assessment kits to libraries for circulation. These kits include tech that is inserted into a smart phone and passed over rooms. Data is then captured and sent via email as an energy report. They also provided boxes with very basic repair materials for patrons who complete the assessment.

**Air Quality:** The library has an air quality monitor in the backyard provides by Bard College. The data from this machine is shown on the home page of our website. Now, the Ulster County Department of the Environment is upgrading to JustAir, which is a national website where anyone can log in to check the air quality locally or nationally. We will be updating our website when all of the accounts are live.

**Books as Art:** We have had 10 artists pick up a decommissioned volume of an encyclopedia to create a site specific work of art. The opening will be on Friday, February 27<sup>th</sup> from 5-7 pm.

**Meetings: Ulster County Library Association:** January 13<sup>th</sup> online.

The library was closed on Monday, January 19<sup>th</sup> for Martin Luther King Jr. Day. We closed on Monday the 26<sup>th</sup> and opened late on the 27<sup>th</sup> due to snow.

Saugerties Public Library  
Facilities Committee

Date: January 20<sup>th</sup>, 2026

Time: 6 PM

Committee Members Attending: Paul, Yosefa

Staff Attending: Jen, Sandy

Others Attending:

Absent: Tim

Discussion/Agenda Items

- We discussed outdoor and emergency lighting repairs. Paul will contact Richters Electric.
- Sandy is investigating a steam cleaner for carpets and upholstered furniture.
- Icicles have been forming on the edge of the roof over the book drop area which could be hazardous when they start dropping. Sandy has been putting out caution tape. We may need to have someone remove them if they continue.

Next Facilities Meeting

February 20<sup>th</sup>, 2026

Saugerties Public Library  
2025-2026 Statistics Compared

	Jan '25	Jan '26	Feb '25	Feb '26	March '25	March '26	April '25	April '26	May '25	May '26	June '25	June '26	July '25	July '26
<b>Circulation</b>														
Adult	2,318	2,435	2,122		2,251		2,202		2,240		2,102		2,544	
Adult renewals	1,035	988	999		1,145		992		1,038		1,024		1,024	
Juvenile	2,095	1,854	1,783		1,726		1,736		1,632		1,767		2,326	
Juvenile renewals	814	847	1,038		1,032		915		904		951		1,147	
Teen	107	128	97		70		85		132		125		184	
Teen renewals	58	80	41		41		44		43		58		83	
<b>Total Circulation</b>	6,427	6,332	6,080		6,265		5,974		5,989		6,027		7,308	
		-1%												
<b>Holds Filled</b>														
Adults	979	1,042	861		934		928		967		980		1,129	
Juvenile	547	516	370		468		423		375		355		357	
Teen	54	57	42		43		64		78		60		73	
ILL received	2	4	2		3		2		4		1		2	
ILL loaned	1	0	2		1		0		0		0		0	
<b>Total Holds</b>	1,583	1,619	1,277		1,449		1,417		1,424		1,396		1,561	
		2%												
<b>Questions Answered</b>														
Adult	742	712	718		793		843		744		840		1,014	
Children's	163	155	145		128		136		136		161		179	
<b>Total Questions</b>	905	867	863		921		979		880		1,001		1,193	
		-4%												
<b>Programs</b>														
Adult	24	26	24		33		34		31		26		24	
Teen	22	17	19		20		20		13		19		20	
Children's	26	23	29		30		31		28		29		44	
<b>Total Programs</b>	72	66	72		83		85		72		74		88	
		-8%												
<b>Program Attendance</b>														
Adult	228	292	226		552		529		566		262		196	
Teen	137	157	129		147		123		87		298		181	
Children	322	411	225		269		234		239		1,545		976	
<b>Total attendance</b>	687	860	580		968		886		892		2,105		1,353	
		25%												
<b>Computer sessions</b>	311	334	304		381		397		331		331		425	
		7%												
<b>Web Page Visits</b>	6,207	5,936	5,728		6,161		6,350		6,224		6,188		6,889	
		-4%												
<b>New Cards Issued</b>	30	41	30		33		30		32		39		84	
		37%												
<b>Overdrive Audiobook</b>	1098		1042		1058		1030		1110		1009		1155	
<b>Overdrive eBook</b>	1036		918		982		903		927		867		1051	
<b>Overdrive Magazine</b>	626		578		631		683		601		621		547	
<b>Overdrive Total</b>	2760		2538		2671		2616		2638		2497		2753	

Saugerties Public Library  
2025-2026 Statistics Compared

	August '25	August '26	Sept '25	Sept '26	Oct '25	Oct '26	Nov '25	Nov '26	Dec '25	Dec '26	TOTAL 2025	TOTAL 2026	
<b>Circulation</b>													
Adult	2,424		2,397		2,326		2,096		2,133		27,457	2,435	9%
Adult renewals	1,185		1,223		1,073		1,077		1,065		12,641	988	8%
Juvenile	2,107		1,844		1,944		1,386		1,279		23,458	1,854	8%
Juvenile renewals	1,052		1,181		1,084		1,068		859		12,215	847	7%
Teen	155		100		131		111		114		1,532	128	8%
Teen renewals	69		68		63		48		62		762	80	10%
<b>Total Circulation</b>	6,992		6,813		6,621		5,786		5,512		78,065	6,332	8%
<b>Holdings Filled</b>											0		
Adults	1,027		976		982		893		935		11,111	1,042	9%
Juvenile	401		524		482		396		411		4,830	516	11%
Teen	72		51		73		58		54		596	57	10%
ILL received	0		0		4		2		2		6	4	67%
ILL loaned	1		0		0		2		0		6	0	0%
<b>Total Holds</b>	1,501		1,551		1,541		1,351		1,402		16,549	1,619	10%
<b>Questions Answered</b>											0		
Adult	974		889		812		681		547		10,359	1,424	14%
Children's	199		121		230		171		146		2,873	310	11%
<b>Total Questions</b>	1,173		1,010		1,042		852		693		13,232	1,734	13%
<b>Programs</b>											0		
Adult	26		23		29		24		22		286	26	9%
Teen	16		17		17		12		13		193	17	9%
Children's	36		23		25		17		22		268	23	9%
<b>Total Programs</b>	78		63		71		53		57		747	66	9%
<b>Program Attendance</b>											0		
Adult	284		205		256		199		453		3,259	292	9%
Teen	127		120		101		97		89		1,396	157	11%
Children	428		348		455		209		206		5,959	411	7%
<b>Total attendance</b>	839		673		812		505		748		10,614	860	8%
<b>Computer sessions</b>	322		339		366		273		265		4,531	334	7%
<b>Web Page Visits</b>	5,799		5,510		5,943		5,250		4,796		66,546	5,936	9%
<b>New Cards Issued</b>	48		32		36		32		29		464	41	9%
<b>Overdrive Audiobook</b>	1071		1033		1062		1153		1130		9971	0	0%
<b>Overdrive eBook</b>	1080		991		970		962		927		10839	0	0%
<b>Overdrive Magazine</b>	595		592		653		622		665		5617	0	0%
<b>Overdrive Total</b>	2746		2616		2685		2737		2722		26427	0	0%

