

**PORT WASHINGTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING**

Hagedorn Meeting Room

October 15, 2025

AGENDA

- I Approval of September 17, 2025, Board of Trustees Minutes
- II Approval of September 2025 Warrants
- III Approval of September 2025 Staff Changes
- IV Financial Report September 2025
 - a) Year End 2024-2025 Memo
 - b) Budget Transfers – June 30, 2025
- V Director's Report
 - a) Member Library Support 2026/2027 – For Approval
 - b) Voting at PWPL – October 25, 2025 – November 4, 2025
 - c) Special Veteran's Day Program – November 7, 2025
 - d) Volunteer Breakfast – November 9, 2025
- VI President's Report
 - a) 40th Annual Legislative Breakfast – Report
 - b) NLS Annual Meeting – December 3, 2025, at NLS
 - c) Trustee Training Opportunities – Reminder of December 31, 2025, Deadline
 - d) AI Policy for PWPL
- VII Assistant Director
 - a) Upcoming Programs and Events
- VIII Councils
 - a) Art Advisory Council Minutes of Meeting – September 10, 2025
 - b) Health Advisory Council Programming Update
- IX Friends of the Library
 - a) Meeting Minutes of September 10, 2025
- X Staff Reports
 - a) ESOL Report
- XI Correspondence
 - a) Patron Comments

(over)

XII Old Business
a) 2025-2027 Strategic Plan

XIII New Business

XIV Staff Association

XV Public Comments

XVI Adjournment

PORT WASHINGTON PUBLIC LIBRARY
UNAPPROVED MINUTES OF
THE BOARD OF TRUSTEES MEETING
September 17, 2025

Participants: Bill Keller, Presiding
Michael Krevor Julie Lim
Matthew Straus Nancy Comer
Sima Vasa Keith Klang

Mr. Keller opened the meeting at 7:35 pm.

OPENING

Mr. Klang introduced Mr. Ronald Lazo, Head of Facilities to the Board of Trustees.

**STAFF
INTRODUCTION**

Mr. Keller requested a motion to approve the July 9, 2025, Board of Trustees meeting minutes. Mr. Straus moved to approve. Ms. Comer seconded. All agreed.

**MEETING
MINUTES
APPROVAL**

Mr. Keller requested a motion to approve the July 2025 warrants 25-7-1A and 25-7-1B, and August 25-8-2A with payrolls dated 7/17/2025, 7/31/2025, 8/14/2025 and 8/28/2025. Ms. Vasa moved to approve. Ms. Comer seconded. All agreed.

**APPROVAL OF
WARRANTS**

Mr. Keller requested a motion to approve the July and August staff changes with four July appointments, two departures and no salary adjustments and August had no appointments, three departures and no salary adjustments. Ms. Vasa moved to approve. Ms. Comer seconded. All agreed.

STAFF CHANGES

Mr. Keller asked if there were any questions on the July and August 2025 Financial Reports. There were no questions on the reports.

**FINANCIAL
REPORT**

Mr. Keller requested a motion to approve the Capital Small Projects Resolution 2025 dated September 12, 2025 to increase the General Fund transfer to the capital expenditure budget line in the amount of \$35,000 this transfer is to cover the expenditures relating to the small projects detailed in the 2025 feasibility study. Mr. Straus moved to approve. Ms. Vasa seconded. All agreed.

**CAPITAL
RESOLUTION**

Mr. Klang stated the redesign of The Lab is generally complete. Digital signage will be going up in the coming weeks. All invoices will be submitted in the coming month for reimbursement to DASNY as part of the SAM Grant the Library received from Senator Anna Kaplan for this project.

LAB UPDATE

Mr. Klang stated an electrical module for the HVAC chiller was likely damaged when the PWPL was struck by lightning in mid - July which caused the Library's cooling system to be off-line for approximately 60 hours. Mr. Klang is speaking to electrical engineers and the Library's HVAC vendor about the possibility of additional surge protection for the system. There was also a discussion about the Library's generator.

HVAC UPDATE

Mr. Klang requested the Board retroactively approve the Assurance Form signed August 6, 2025 by Mr. Keller to meet the NYS Construction Aid Grant filing date. The form is part of the grant paperwork required for the Library's application to replace the security system. Ms. Vasa moved to approve. Ms. Comer seconded. All agreed.

**ASSURANCE
FORMS**

Mr. Klang stated that the Library is hosting Early Voting at the Port Washington Public Library Lobby from October 25, 2025 to November 2, 2025. Election Day is November 4th and the Library will host voting on that day in the Lapham Meeting room for designated voters.

EARLY VOTING

Mr. Klang stated the PWPL Volunteer Appreciation Breakfast is Sunday, November 9, 2025, from 10:30 AM till Noon.

**VOLUNTEER
BREAKFAST**

Mr. Klang requested a motion to accept Assemblyman Norber's Bullet Aid Grant in the amount of \$20,000 to be used for enhancement of the Teen Area, the purchasing of new study pods, as well as the introduction of new STEM equipment. Mr. Krevor moved to approve. Ms. Vasa seconded. All agreed.

BULLET AID

Mr. Klang requested approval to dispose of items from the June 2025 and September 2025 Maintenance Excess Equipment list. Ms. Lim moved to approve. Ms. Vasa seconded. All agreed.

**EXCESS
EQUIPMENT**

Mr. Keller stated that the 34th Annual Conference on Libraries and the Future will be held October 17, 2025 at the Heritage Club in Bethpage, New York.

**LONG ISLAND
LIBRARY
CONFERENCE**

Mr. Keller stated that the NYLA Conference will be November 5-8, 2025 in Saratoga Springs, NY. Mr. Keller requested a motion to approve three staff members leave request to attend the conference. Mr. Straus moved to approve. Ms. Vasa seconded. All agreed.

**NYLA ANNUAL
CONFERENCE**

Mr. Keller stated the the 40th Annual Legislative Breakfast is October 3, 2025 at the Nassau Library System at 8:30 AM.

**LEGISLATIVE
BREAKFAST**

Mr. Keller stated NLS will be hosting a Trustee Training on September 20, 2025 from 10:00 AM – Noon at NLS and the Mid- Hudson Library System will be hosting virtual training on November 18, 2025 from 5:00 PM – 6:

**TRUSTEE
TRAINING**

Mr. Keller alerted the Board to a Newsday article about ways that libraries and others are helping seniors to keep up with technology.

**PEER TO
PEER TECH
HELP**

Mr. Keller informed the Board that an insurance audit was completed and the Library received a Workers Compensation refund of \$ 741.00. Ms. Vasa moved to approve. Ms. Comer seconded. All agreed.

**WORKERS COMP
REFUND**

Mr. Hutter provided a summer recap which included, summer reading for all ages, a library card design contest, nine concerts with over 1300 attendees, Manhasset Bay Boat Tours, a special autism film screening and the new Mason on Main exhibition.

SUMMER RECAP

Mr. Hutter reviewed the upcoming events including Hispanic Heritage Month and Italian Heritage Month.

FALL PROGRAMS

AAC MINUTES

Mr. Keller noted the Art Advisory Council minutes of August 13, 2025

**FOUNDATION
MINUTES**

Mr. Keller noted the Foundation's minutes dated March 10, 2025.

**FOUNDATION
FINANCIALS**

Mr. Keller noted the Foundations Financials.

GALA

Mr. Keller noted that the annual Library Foundations Gala will be October 12, 2025 at the Manhasset Bay Yacht Club.

**YEAR-END
STATISTICS**

Mr. Keller noted the 2024-2025 year-end statistics report. Mr. Krevor noted that Young Adults programs were higher than last year and thanked Ms. Gerbasi.

**PATRON
COMMENTS**

Mr. Keller noted the Patron comments.

**STRATEGIC PLAN
2025-2027**

Mr. Klang and Mr. Hutter presented 2025-2027 Strategic Plan for approval. Mr. Klang requested the Boards approval. Ms. Comer moved to approve subject to minor editing which will be shared with the Board before the next meeting.. Mr. Straus seconded. All agreed.

**FACILITY AND
TECHNOLOGY
GOALS 2025-
2026**

Mr. Klang requested the Board approve the Facility & Technology Goals for 2025-2026 that were recently reviewed after being tabled in July. Ms. Vasa moved to approve. Mr. Krevor seconded. All agreed.

**STAFF
ASSOCIATION**

Ms. Gerbasi, the Staff Association representative this month had no comments.

**PUBLIC
COMMENTS**

Mr. Keller noted there were no public comments.

ADJOURNMENT

Mr. Keller moved to adjourn the public meeting at 9:35 pm and immediately entered Executive Session to discuss personnel matters. The Executive session ended at 9:45 pm and Mr. Keller moved to adjourn. Ms. Vasa seconded. All agreed.

**PORT WASHINGTON PUBLIC LIBRARY
BOARD MEETING
JULY 2025 REPORTS**

WARRANTS TO BE VOTED ON

Warrant Number	Amount
25-7-1A	\$ 295,507.06
25-7-1B	\$ 71,114.40
Warrant Total	<u>\$ 366,621.46</u>

<u>Payroll Date</u>		<u>Gross</u>		<u>Net</u>		<u>Processing</u>		<u>Tax Liability</u>
7/3/2025	\$	155,077.71	\$	112,752.92				\$ 45,852.05
7/17/2025	\$	160,385.74	\$	103,877.01				\$ 42,088.51
7/31/2025	\$	152,754.02	\$	114,409.83	\$	2,285.50	\$	46,669.73
PAYROLL TOTAL	\$	313,139.76	\$	218,286.84	\$	2,285.50	\$	88,758.24

Prepared By:
Mayra Fenig
Finance Department

A
BOARD MEETING
SEPTEMBER 2025 REPORTS

WARRANTS TO BE VOTED ON

Warrant Number	Amount
25-9-3A	\$ 132,207.36
25-9-3B	\$ 240,612.10
Warrant Total	<u><u>\$ 372,819.46</u></u>

<u>Payroll Date</u>		<u>Gross</u>		<u>Net</u>		<u>Processing</u>		<u>Tax Liability</u>
9/11/2025	\$	151,617.06	\$	108,618.15				\$ 44,610.13
9/25/2025	\$	157,927.58	\$	100,496.33	\$	2,771.00	\$	40,892.29
PAYROLL TOTAL	\$	309,544.64	\$	209,114.48	\$	2,771.00	\$	85,502.42

Prepared By:
Mayra Fenig
Finance Department

PORT WASHINGTON PUBLIC LIBRARY
Balance Sheet - Governmental Funds
September 30, 2025
25% of Budget Expensed

	General	Special Aid	Capital Projects	Permanent	Total Governmental Funds	Fiduciary Fund Agency
ASSETS						
Cash						
Unrestricted	\$ 4,598,433	\$ 783,181	\$ 222,103	\$	\$ 5,603,717	\$
Restricted				148,868	148,868	
Receivables						
Accounts receivable					-	
Due from other funds	418,350	13,862			432,212	20,535
Due from component unit	23,294	199	3,500		26,993	
Due from state and federal			200,000		200,000	
Prepays		3,670			3,670	
Other Assets	630				630	
	<u>630</u>				<u>630</u>	
Total Assets	<u>\$ 5,040,707</u>	<u>\$ 800,912</u>	<u>\$ 425,603</u>	<u>\$ 148,868</u>	<u>\$ 6,416,090</u>	<u>\$ 20,535</u>
LIABILITIES						
Payables						
Accounts Payable					-	
Due to other funds	20,535	47,041	371,309	13,862	452,747	
Other liabilities					-	20,535
Due to ERS	156,388				156,388	
Deferred revenue			200,000		200,000	
	<u>176,923</u>	<u>47,041</u>	<u>571,309</u>	<u>13,862</u>	<u>809,135</u>	<u>20,535</u>
Total Liabilities	<u>176,923</u>	<u>47,041</u>	<u>571,309</u>	<u>13,862</u>	<u>809,135</u>	<u>20,535</u>
FUND BALANCES						
Nonspendable:						
Prepaid	-				-	
Endowment				135,006	135,006	
Restricted: Grants		753,871			753,871	
Assigned:						
Capital projects	2,336,903				2,336,903	
Retirement contribution	462,749				462,749	
Terminal leave	763,760				763,760	
Unappropriated fund balance	239,000				239,000	
Unassigned: Fund balance (deficit)	1,061,372		(145,706)		915,666	
	<u>4,863,784</u>	<u>753,871</u>	<u>(145,706)</u>	<u>135,006</u>	<u>5,606,955</u>	<u>-</u>
Total Fund Balances	<u>4,863,784</u>	<u>753,871</u>	<u>(145,706)</u>	<u>135,006</u>	<u>5,606,955</u>	<u>-</u>
Total Liabilities and Fund Balances	<u>\$ 5,040,707</u>	<u>\$ 800,912</u>	<u>\$ 425,603</u>	<u>\$ 148,868</u>	<u>\$ 6,416,090</u>	<u>\$ 20,535</u>

PORT WASHINGTON PUBLIC LIBRARY
Statement of Revenues and Expenditures - General Fund
For One Month and Three months Ended September 30, 2025
25% of Budget Expensed

		September 30, 2025		Balance	% of Annual
	Budget	One Month	Year to Date	Remaining	Budget
REVENUES					
REAL PROPERTY TAXES	\$ 7,505,261	\$ 1,875,987	\$ 1,876,315	\$ (5,628,946)	25.0%
OTHER TAX ITEMS	100,000			(100,000)	0.0%
FEES - LOST BOOKS	7,500	253	1,308	(6,192)	17.4%
XEROX REVENUES	9,000	1,314	3,742	(5,258)	41.6%
INTEREST	112,200	11,763	34,274	(77,926)	30.5%
SALE OF USED BOOKS	3,000	(586)		(3,000)	0.0%
SALE OF INSTRUCTIONAL SUPPLIES					N/A
REFUND OF PY EXPENSES					N/A
GIFTS & DONATIONS					N/A
MISCELLANEOUS	12,500	(514)	470	(12,030)	3.8%
STATE AID	8,800		9,223	423	104.8%
Total Revenues	7,758,261	1,888,217	1,925,332	(5,832,929)	24.8%
EXPENDITURES					
141 CERTIFIED LIBRARIANS					
.01 CERT.LIB GRADE 29-27-25	151,960	7,859	36,961	114,999	24.3%
.02 CERT.LIB GRADE 21	118,530	5,957	28,659	89,871	24.2%
.03 CERT.LIB GRADE 19	305,660	14,150	72,691	232,969	23.8%
.04 CERT.LIB GRADE 17	679,040	21,638	104,903	574,137	15.4%
.05 CERT.LIB GRADE 15	1,180,708	60,324	301,350	879,358	25.5%
.06 CERT.LIB HOLIDAY & SUNDAY	63,049	1,304	6,964	56,085	11.0%
TOTAL CERT. LIBRARIANS	2,498,947	111,232	551,528	1,947,419	22.1%
143 CLERICAL STAFF					
.01 CLERICAL GRADE 11	326,470	18,682	94,234	232,236	28.9%
.02 CLERICAL GRADE 9	111,840	5,664	27,084	84,756	24.2%
.04 CLERICAL GRADE 5	416,570	19,656	87,010	329,560	20.9%
.05 CLERICAL GRADE 3		2,221	10,694	(10,694)	N/A
.06 CLERICAL HOLIDAY & SUNDAY	25,000	718	3,714	21,286	14.9%
TOTAL CLERICAL STAFF	879,880	46,941	222,736	657,144	25.3%
143 HOURLY STAFF					
.12 BOOK SHELVERS-CHILDREN	25,000	(48)	9,468	15,532	37.9%
.13 ENGLISH AS A SECOND LANGUA	34,000	227	3,863	30,137	11.4%
.14 ISD	87,000	(2,829)	19,181	67,819	22.0%
.15 COLLECTION MANAGEMENT	161,000	222	26,046	134,954	16.2%
.18 PROCESSING OF BOOKS	36,000	546	9,219	26,781	25.6%
.19 TECHNICIANS-MEDIA	15,000	(1,797)	5,162	9,838	34.4%
.21 COMPUTER AIDES	77,000	527	12,780	64,220	16.6%
.22 SUNDAY & HOLIDAYS - SUPPORT	36,000	639	5,802	30,198	16.1%
.23 INFO. TECH SPEC. II	18,000			18,000	0.0%
.24 COMMUNITY OUTREACH	16,000	(154)	56	15,944	0.4%
TOTAL HOURLY STAFF	505,000	(2,667)	91,577	413,423	18.1%
143 BUILDING STAFF					
.31 CUSTODIAL	336,410	15,005	79,363	257,047	23.6%
.32 HOLIDAYS & SUNDAY - CUSTODIA	22,873	1,078	2,394	20,479	10.5%
TOTAL BUILDING STAFF	359,283	16,083	81,757	277,526	22.8%
SEPARATION PAYOUTS					N/A

PORT WASHINGTON PUBLIC LIBRARY
Statement of Revenues and Expenditures - General Fund (Continued)
For One Month and Three months Ended September 30, 2025
25% of Budget Expensed

	Budget	September 30, 2025		Balance Remaining	% of Annual Budget
		One Month	Year to Date		
EXPENDITURES (CONTINUED)					
9030.8 SOCIAL SECURITY	\$ 324,598	\$ 11,905	\$ 69,032	\$ 255,566	21.3%
9040.8 WORKER'S COMPENSATION	38,000		18,409	19,591	48.4%
9045.8 DISABILITY INSURANCE	10,000	(1,581)	(665)	10,665	-6.7%
9050.8 UNEMPLOYMENT INSURANCE	1,390			1,390	
9060.8 HOSPITAL & MEDICAL INSURANCE					
.01 MEDICAL	1,009,452	99,665	340,654	668,798	33.7%
.02 DENTAL	26,512	6,402	11,134	15,378	42.0%
.03 EYECARE	2,000	325	2,108	(108)	105.4%
TOTAL HOSPITAL & MEDICAL INSURANCE	1,037,964	106,392	353,896	684,068	34.1%
9010.8 STATE RETIREMENT	605,345			605,345	0.0%
203 EQUIPMENT					
.01 EQUIPMENT - LIBRARY	24,500	(1,484)	1,891	22,609	7.7%
.02 EQUIPMENT - COMPUTER	16,850			16,850	0.0%
.03 EQUIPMENT - BUILDING	15,000	4,462	4,678	10,322	31.2%
TOTAL EQUIPMENT	56,350	2,978	6,569	49,781	11.7%
410 PRINT & INFORMATION SERVICES					
.02 SERVICES & CONTINUATIONS				-	
.05 BOOKS-FICTION	50,000	257	7,399	42,601	14.8%
.06 BOOKS-NON-FICTION	50,000	368	6,513	43,487	13.0%
.07 BOOKS-REFERENCE	35,000	2,427	3,641	31,359	10.4%
.08 BOOKS-CHILDREN	23,500	3,062	4,116	19,384	17.5%
.09 BOOKS-AUDIO & ELECTRONIC	125,000	2,649	37,210	87,790	29.8%
.10 BOOKS-YOUNG ADULT	15,000	87	1,335	13,665	8.9%
TOTAL PRINT & INFORMATION SERVICES	298,500	8,850	60,214	238,286	20.2%
411 MACHINE READABLE MATERIAL					
.02 REFERENCE SOFTWARE	60,000		12,752	47,248	21.3%
.03 COMPUTER SOFTWARE	35,000	4,891	11,293	23,707	32.3%
TOTAL MACHINE READABLE MATERIAL	95,000	4,891	24,045	70,955	25.3%
413 SERIALS					
.01 MICROFORM	4,500			4,500	0.0%
.02 NON-MICROFORM	28,000	1,583	27,630	370	98.7%
TOTAL SERIALS	32,500	1,583	27,630	4,870	85.0%
417 A-V MATERIALS					
.02 CHILDREN'S MATERIALS	4,000	(85)	48	3,952	1.2%
.03 DVD	16,000	(347)	2,361	13,639	14.8%
.04 YOUNG ADULT				-	N/A
.05 DIGITAL MEDIA	30,000	271	6,950	23,050	23.2%
TOTAL A-V MATERIALS	50,000	(161)	9,359	40,641	18.7%
417 AUDIO RECORDINGS					
.11 VIDEO GAME COLLECTION	10,000	74	702	9,298	7.0%
.12 COMPACT DISKS	6,000	121	1,054	4,946	17.6%
TOTAL AUDIO RECORDINGS	16,000	195	1,756	14,244	11.0%
417 A-V RENTAL & MAINTENANCE					
.21 FILM RENTAL-ADULT	3,000	1,341	1,341	1,659	44.7%
.24 MAINT. & REPAIRS	1,000			1,000	0.0%
.25 BULBS	500			500	0.0%
TOTAL A-V RENTAL & MAINTENANCE	4,500	1,341	1,341	3,159	29.8%

PORT WASHINGTON PUBLIC LIBRARY
Statement of Revenues and Expenditures - General Fund (Continued)
For One Month and Three months Ended September 30, 2025
25% of Budget Expensed

	Budget	September 30, 2025		Balance Remaining	% of Annual Budget
		One Month	Year to Date		
EXPENDITURES (CONTINUED)					
430 OFFICE & LIBRARY SUPPLIES					
.01 ADULT SERVICES	\$ 600	\$ (21)	\$ 186	\$ 414	31.0%
.02 CHILDREN'S SERVICES	3,500	158	302	3,198	8.6%
.03 COLLECTION MANAGEMENT	800			800	0.0%
.04 COMMUNITY INFO	1,000			1,000	0.0%
.05 COMPUTER SERVICES	7,600	214	1,568	6,032	20.6%
.06 INFO SERVICES	700	110	218	482	31.1%
.07 MEDIA SERVICES	3,100	(384)	3,882	(782)	125.2%
.08 GENERAL OFFICE SUPPLIES	20,000	4,953	8,327	11,673	41.6%
.09 ORAL HISTORY/SPECIAL COLLEC	2,500	(867)	29	2,471	1.2%
.10 TECHNICAL SERVICES	8,500			8,500	0.0%
.11 OFFICE EQUIPMENT	12,000	766	5,273	6,727	43.9%
.12 YOUNG ADULT	400			400	0.0%
TOTAL OFFICE & LIBRARY SUPPLIES	60,700	4,929	19,785	40,915	32.6%
431 TELEPHONE					
.01 TELEPHONE	30,000	1,611	3,703	26,297	12.3%
.02 TELEPHONE MAINTENANCE	5,000			5,000	0.0%
TOTAL TELEPHONE	35,000	1,611	3,703	31,297	10.6%
433 POSTAGE & FREIGHT					
.01 POSTAGE - FREIGHT	25,000	(440)	42	24,958	0.2%
434 PRINTING					
.01 PRINTED INFO	7,000	953	4,621	2,379	66.0%
.04 DISPLAYS & EXHIBITIONS	5,500	1,513	1,730	3,770	31.5%
.05 LEGAL ADVERTISING	5,000			5,000	0.0%
.08 NEWSLETTERS	30,000	1,875	7,565	22,435	25.2%
TOTAL PRINTING	47,500	4,341	13,916	33,584	29.3%
435 TRAVEL & MILEAGE					
.01 MEETINGS	13,000			13,000	0.0%
.02 MILEAGE	1,000	24	83	917	8.3%
.03 STAFF DEVELOPMENT	3,000	240	385	2,615	12.8%
TOTAL TRAVEL & MILEAGE	17,000	264	468	16,532	2.8%
436 ALIS/NLS OPERATING SYSTEM					
.01 CIRCULATION CHARGES	40,000		9,996	30,004	25.0%
.02 OPAC/CONCURRENT SESSION C	30,000		7,707	22,293	25.7%
.03 NLS	36,000		36,657	(657)	101.8%
TOTAL ALIS/NLS OPERATING SYSTEM	106,000		54,360	51,640	51.3%
437 PROGRAM SERVICES					
.01 PROGRAMS -ADULT	16,000	5,068	6,377	9,623	39.9%
.02 PROGRAMS - YOUNG ADULT	7,500	(391)	467	7,033	6.2%
.03 PROGRAMS - JUVENILE	22,000	128	1,896	20,104	8.6%
.07 MEETING ROOM EXPENSES	1,000		1,868	(868)	186.8%
.08 OTHER PROGRAM SUPPORT	10,000	525	813	9,187	8.1%
.13 MEDIA PROGRAMS	8,500	500	1,750	6,750	20.6%
TOTAL PROGRAM SERVICES	65,000	5,830	13,171	51,829	20.3%
438 MEMBERSHIPS					
.01 MEMBERSHIPS	5,000	540	540	4,460	10.8%
439 RENTAL, REPAIR, MAINTENANCE					
OFFICE EQUIPMENT					
.01 EQUIPMENT	14,000		714	13,286	5.1%
.02 COPY EQUIPMENT	14,500	127	3,289	11,211	22.7%
.04 COMPUTER	1,000			1,000	0.0%
.06 PIANO	1,000	(660)		1,000	0.0%
TOTAL RENTAL REPAIR, MAINTENANCE OFFICE EQUIPMENT	30,500	(533)	4,003	26,497	13.1%

PORT WASHINGTON PUBLIC LIBRARY
Statement of Revenues and Expenditures - General Fund (Continued)
For One Month and Three months Ended September 30, 2025
25% of Budget Expensed

	Budget	September 30, 2025		Balance Remaining	% of Annual Budget
EXPENDITURES (CONTINUED)		One Month	Year to Date		
440 BUSINESS SERVICES					
.01 ACCOUNTING	\$ 63,500	\$ 10,645	\$ 15,825	\$ 47,675	24.9%
.02 AUDIT	20,000			20,000	0.0%
.05 ELECTION	5,000			5,000	0.0%
.06 LEGAL	30,390	(4,459)		30,390	0.0%
.07 PAYROLL	23,500	5,159	7,445	16,055	31.7%
.09 OTHER	20,000	770	1,393	18,607	7.0%
.10 SECURITY SERVICES	60,000	6,303	13,042	46,958	21.7%
.11 COMPUTER SERVICES	66,744	(5,830)	5,380	61,364	8.1%
.13 CREDIT CARD FEES	2,000	1	102	1,898	5.1%
TOTAL BUSINESS SERVICES	291,134	12,589	43,187	247,947	14.8%
450 FUEL & UTILITIES					
.01 ELECTRICITY	145,810	2,814	40,259	105,551	27.6%
.02 FUEL	42,000	1,130	1,181	40,819	2.8%
.03 WATER POLLUTION CONTROL TA	6,160			6,160	0.0%
.04 WATER TAX	9,000			9,000	0.0%
TOTAL FUEL & UTILITIES	202,970	3,944	41,440	161,530	20.4%
451 CUSTODIAL SUPPLIES					
.01 BULBS	2,200			2,200	0.0%
.02 HOUSEKEEPING MAINT	14,500	1,140	5,384	9,116	37.1%
.03 UNIFORMS	1,000			1,000	0.0%
.04 CLEANING SERVICES	14,000			14,000	0.0%
TOTAL CUSTODIAL SUPPLIES	31,700	1,140	5,384	26,316	17.0%
452 REPAIRS TO BLDG & BLDG EQUIP .					
.01 REPAIR TO BUILDING	60,000	19,211	19,211	40,789	32.0%
.02 SUPPLIES FOR BUILDING	20,000	(381)	3,672	16,328	18.4%
.03 BUILDING IMPROVEMENTS	10,000	1,194	1,194	8,806	11.9%
.04 REPAIRS TO EQUIPMENT	10,000	3,835	3,835	6,165	38.4%
TOTAL REPAIRS TO BLDG & BLDG. EQUIP.	100,000	23,859	27,912	72,088	27.9%
454 INSURANCE					
.01 INSURANCE	90,000			90,000	0.0%
455 OTHER OPER. & MAINT .					
.01 MECHANICAL CONTRACTS	32,000	8,467	10,286	21,714	32.1%
.02 GROUND MAINT. CONTRACTS	25,000	5,192	8,006	16,994	32.0%
.03 BUILDING MAINT CONTRACT	19,500	5,106	10,672	8,828	54.7%
TOTAL OTHER OPER. & MAINT.	76,500	18,765	28,964	47,536	37.9%
DEBT SERVICE					
INSTALLMENT DEBT- PRINCIPAL	-	-	-	-	N/A
INSTALLMENT DEBT INTEREST	-	-	-	-	N/A
TOTAL DEBT SERVICE				-	N/A
INTERFUND TRANSFERS					
OPERATING TRANSFERS OUT	-	-	-	-	N/A
TOTAL EXPENDITURES	\$ 7,997,261	\$ 384,821	\$ 1,776,059	6,221,202	22.2%
NET CHANGE IN FUND BALANCE			149,273		
FUND BALANCE, BEGINNING OF YEAR			4,714,511		
FUND BALANCE, FISCAL YEAR TO DATE			\$ 4,863,784		

PORT WASHINGTON PUBLIC LIBRARY
Statement of Revenues, Expenditures and Changes in Fund Balances -
Special Revenue, Capital Projects and Permanent Funds
For One Month and Three months Ended September 30, 2025
25% of Budget Expensed

	Special Revenue	Capital Projects	Permanent
REVENUES			
Interest income	\$ 7,303	\$	\$ 1,388
Miscellaneous revenue	98,004		
Total Revenues	105,307	-	1,388
EXPENDITURES			
Program expenses	80,505	4,909	
OTHER FINANCING SOURCES (USES)			
Operating transfers in	1,388	-	-
Operating transfers (out)			(1,388)
Total Other Financing Sources (Uses)	1,388	-	(1,388)
Net Change in Fund Balance	26,190	(4,909)	-
Fund Balance - Beginning of year	727,681	(140,797)	135,006
Fund Balance - End of month	\$ 753,871	\$ (145,706)	\$ 135,006

INTEREST REVENUE	Current Month	Year To Date
General Fund & Capital Projects Fund	\$ 11,763	\$ 34,274
Special Revenue Fund	2,351	7,303
Permanent Fund	447	1,388
	\$ 14,561	\$ 42,965

Note: Interest earned in the capital projects fund bank account is recorded in the general fund and is reflected on page 2 of this report. Additionally, interest earned in the permanent fund bank account gets transferred to the special revenue fund on a monthly basis.

PORT WASHINGTON PUBLIC LIBRARY
Detailed Schedule of Fund Balance
Special Revenue Fund
For One Month and Three months Ended September 30, 2025

Assigned for Special Programs

9/11 PROJECT - 10/02 - SHODELL	\$ 144
ADULT LITERACY GRANT/BOOKS FOR DESSERT	15,282
AMERICAN GIRL DOLLS	133
ART ADVISORY COUNCIL	13,344
BRONSON	11,970
BROWN	6,397
BURTIS	21,181
CHILDREN'S ADVISORY COUNCIL	2,042
CHILDRENS GRANT	2,321
CONSTRUCTION GRANT	635
EPSTEIN BOOK FUND	406
ESL GRANT SUPPLIES/MATERIALS	316
FENDRICK MEMORIAL	1,426
FOUNDATION GRANT CAREER COACHING	7,732
FRIENDS OF THE LIBRARY	42,296
FRIENDS OF THE LIBRARY-BOGEN	71,707
GOODMAN ASSISTIVE TECHNOLOGY	6,834
HEALTH ADVISORY COUNCIL	16,734
HEALTH INFORMATION - ANTI SMOKING	15,078
HEARTS GRANT	24
HOMEOWNED READERS	23,278
JOB SEARCH BOOT CAMP GRANT	3
MAKERSPACE	8,458
MISCELLANEOUS WORKSHOPS	18,138
MORSE FUND	2,036
MUSIC ADVISORY COUNCIL	25,198
NAUTICAL CENTER	255,346
NEA CREATIVE READERS	166
NLS BULLET AID	2,702
NLS STATE GRANT COMPUTERS	753
NYS CONSTRUCTION GRANT	23,329
NYS LOBBY RENOVATION GRANT	12,028
NYS MEDIA ROOM RENO GRANT	13,442
OUTDOOR WIFI	3,362
PUBLICATION FUND	7,756
REGIONAL TECH & MEDIA	923
ROBERT STERN	226
S. STEYN MEMORIAL	8,638
SALTZMAN GRANT	7,051
SMALL STUDY ROOM	11,728
SPECIAL TRUST ACCOUNT (MISC)	2,955
SPIELMAN STORY TELLING	411
T. BIER FUND	11,171
TEPPER INTERGENERATIONAL	1,056
THEATER FOR DESSERT	13,461
UNDERHILL	27,561
UNGER/BESLITY MEMORIAL - TERRACE	12,025
VERA FIDDLER	289
WHITTEMORE MEMORIAL	2,328
WIFI HOTSPOTS	63
ZUCKER GRANT	21,988
	<u>\$ 753,871</u>

PORT WASHINGTON PUBLIC LIBRARY
Miscellaneous Revenue
For the Year Ended June 30, 2026

	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Total
Ear Phones	\$ 1.00		\$ 2.00										\$ 3.00
Flash USB Drives	6.67	13.67											20.34
My Healthy Thing													-
Meeting Room Usage													-
NYS Sales Tax													-
Melife Dividend			44.27										44.27
PSEGLI Rebate													-
Utica Dividend													-
NLS Erate													-
NLS direct access													-
NLS MTA Offset													-
NYS Countywide Shared Services													-
E-Rate Reimbursement													-
Backpack/Totes/Visor/Hats		15.00											15.00
Utica National Ins - Damaged HVAC													-
Vending Machine/(Refund)	221.48												221.48
Credit Card Point Credit													-
Misc. Cash			6.22										6.22
Local History Image													-
Sales tax payment													-
NYS Unclaimed Funds													-
Nassau County Elections													-
ALIS e-commerce													-
Res./Non-Res. Card													-
Donation													-
Business Card													-
Deposit for architectural plans													-
Refund of Prior Year													-
Lapham Room Rental													-
Piano Tuning/Usage	160.00												160.00
Totals	\$ 389.15	\$ 28.67	\$ 52.49	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 470.31

Port Washington Public Library
Variance Report
As of September 30, 2025

Revenues -

- State Aid: Received 24-25 Local Library Service aid in the amount of \$9,223 in August 2025

Expenditures -

- 143.12 Bookshelvers-Children - Expenditures are coming in higher than originally anticipated.
- 9040.8 Workers Comp – Premium paid in June 2025 as a prepaid, prepaid was reversed and the 25-26 expense was recorded in July 2025 for \$18,409.
- 9060.08 Dental – Includes 4 months expenditures, July through October
- 9060.8 Eyecare – Eyecare reimbursements mainly made in July
- 413.02 Serials Non-Microform – Includes payment to Rivistas Subscription Services paid in July in the amount of \$23,208.
- 417.21 Film Rental-Adult – Includes payment for Swank Movie license for two months paid in June.
- 430.07 Media Supplies –Mainly includes payments for new soundboard for Lapham, conference room camera system, and loudspeaker and video tripod.
- 430.08 Office Supplies – Mainly consists of office supplies from Staples, new print cards, POP displays, labels, toner, and summer staff T-shirts.
- 430.11 Office Equip - Includes mainly payments for toner and 3d printer filament.
- 434.01 Printed Info – Includes expenses for newspaper ads, bookmarks, ESOL brochures, keychains, and totes.
- 436.03 NLS – Annual Library support fee paid in July in the amount of \$36,657.
- 437.01 Programs-Adult – Comprised mostly of Sandwiched In programs, and Gold Coat Film festive expenses
- 437.07 Meeting Room – Includes expenses for the mounting hardware and labor for the mezzanine TV.
- 451.02 Housekeeping Maintenance – Includes payments to Imperial Dade, Amazon, Uline, and Ocean Janitorial Supply for various housekeeping items including paper goods, hand sanitizers, facial tissue and various cleaning supplies.
- 452.04 Repairs to Equipment – Includes speaker repairs, water leak repair, and 5 pod seats upholstered covers.
- 455.03 Building Maint Contract – Includes mostly monthly trash removal fees, and HVAC system maintenance fees.



Certified Public Accountants
1650 Route 112 ● Port Jefferson Station ● New York 11776-3060

Memo

To: Port Washington Library Board of Trustees
From: Jennifer Ditta, CPA
Date: October 9, 2025
RE: Library's 2024-25 Year End

We have closed the Library's books for the year ended June 30, 2025. As part of the closing process, we want to provide the Board with the actual results of operations for the year so that it can make decisions regarding the allocation of year end fund balances. As you are aware, these are preliminary numbers and are subject to change after the Library's annual audit is complete.

The general fund's unassigned fund balance at June 30, 2025, before any Board-authorized adjustments, is as follows:

June 30, 2024		
Unassigned: Fund Balance	\$	779,504
July 1, 2024 - June 30, 2025		
Actual Revenue Budget Surplus		
Other property tax items (PILOT)	\$	54,928
Other revenue		20,997
		<u>75,925</u>
Actual Expenditure Budget Surplus (Deficit)		
Salaries		216,118
Utilities		18,636
Hospital & medical insurance		42,942
Other benefits		9,232
Other expenses		<u>(347,778)</u>
		(60,850)
Assigned: Appropriated for subsequent year's		(192,000)
Use of separation pay assignment		118,886
Use of capital project assignment		79,643
Change in encumbrances		-
Change in Nonspendable prepaids		<u>(4,688)</u>
June 30, 2025		
Unassigned: Fund Balance	\$	<u><u>796,420</u></u>



Certified Public Accountants
1650 Route 112 ● Port Jefferson Station ● New York 11776-3060

*Note: Budget to actual comparison is based on the original budget without transfers and revisions.

Total fund balance is comprised of the Library's nonspendable, assigned, and unassigned fund balances. A breakdown of these categories is shown in the following pages. The operating surplus can also be viewed in total fund balance as follows:

June 30, 2024
Total Fund Balance \$ 4,871,817

July 1, 2024 - June 30, 2025

Actual Revenue	7,714,026
Less:	
Actual Expenditure	<u>(7,871,333)</u>
Total Operating Deficit	(157,307)

June 30, 2025	
Total Fund Balance	<u><u>\$ 4,714,510</u></u>

Explanation of Budget Shortfalls/Surpluses

An explanation of the surpluses, other than the "other expense" category, is as follows:

Revenues:

- Overall revenues earned exceeded the budget by \$75,925. This budget surplus was primarily due to the Library receiving more than anticipated PILOT revenue (\$54,928) and more in miscellaneous revenue than anticipated (\$17,449). Immaterial deficits in other revenue categories, such as fines, fees, interest, and sales of used books, offset these surpluses. Actual revenues were more than the previous year's revenues by \$135,704. This increase is mainly due to the rise in the property tax levy and PILOT, offset by a reduction in interest earnings as interest rates were lower than the prior year.

Expenditures:

- Salaries – The actual expenditures were approximately \$216,118 below the original budget. The original budget was developed based on the employee list at that time. The budget variance is chiefly within grades 19 and 17. In addition, there were some positions budgeted at higher salaries than actual, as positions were filled with employees starting at a lower salary or had fewer hours needed during the year. Actual salaries increased over the prior year as a result of routine salary increases and increased need.
- Utilities –Total utility expense for the year was less than the amount anticipated during budgeting time. The actual expenditures were approximately \$18,636 below budget. Actual utility costs increased over the prior year by \$18,018. The overall increase is attributed to increases in electricity costs and water tax.

- Hospital and medical insurance – The budget for hospital and medical insurance was based on estimated premiums at the time of the budget. Actual costs were less than anticipated costs by \$42,942. Actual costs for the 2024-2025 were higher than the previous year by \$113,499.
- Other Benefits – The budget surplus in other benefits of \$9,232 is largely within the social security and workers' compensation expenditure codes, offset by a shortfall within state retirement expenditures. State retirement expenditures increased in the current year by \$96,438 as a result of increases in contribution rates and were \$37,877 more than originally anticipated. Amounts budgeted for social security were based on anticipated salaries. Salaries increased, as noted earlier, resulting in higher social security expenditures. Actual costs for workers' compensation claims were \$1,008 lower than the previous year and were less than budgeted amounts by \$17,201.
- Other Expenses – The budget deficit in other expenses is primarily due to shortfalls within books and information services, professional services, custodial supplies, and repairs.

Board Considerations

Over the years, the Board has generally tried to maintain the unassigned fund balance between 5% and 10% of its next year's budget. Before any final adjustments, the June 30, 2025, unassigned fund balance is 9.96% (\$796,420/\$7,997,261) of the Library's 2025-2026 budget.

In addition to maintaining financial stability, the Library is faced with four pressing financial needs. These needs are:

- Maintaining a healthy fund balance while staying within the property tax cap. The tax cap limit is the lesser of CPI increase or 2%. We anticipate that the CPI increase for calendar year 2025 will be in excess of 2% and, therefore, the expected tax cap limit will be 2% for the 2026-2027 budget.
- Potential payouts to retiring employees (i.e., terminal leave). These payouts would normally be based on current contractual obligations; however, this funding would be critical if the Library were to offer an early retirement incentive or have unanticipated retirements. The long-term liability for terminal leave payments is approximately \$947,709, and the Library has assigned fund balance of \$882,646 to help offset these payments.
- Future capital projects, such as the items defined in the five-year capital plan and roofing projects. The Library has traditionally funded future capital projects through assignments of fund balance since it is not legally permitted to use capital reserves. Systematically building up an assignment of fund balance prior to doing a capital project avoids having to significantly increase the budget in the year of the project or borrowing through bond issuances. In the current year, the Library utilized \$79,643 from the capital assignment to fund HVAC system, masonry remediation, and the phone system projects.



Certified Public Accountants
1650 Route 112 ● Port Jefferson Station ● New York 11776-3060

- The NYS retirement system expenditures fluctuate each year due to changes in assumptions, participation in the plan, and inflation rates. The average NYS retirement expenditure incurred by the library over the last three years was \$480,323, and the library has assigned \$462,749 to offset these expenditures.

Currently, the Total Fund Balance is as follows:

	<u>June 30, 2024</u>	<u>June 30, 2025</u>	<u>Proposed June 30, 2025</u>
Nonspendable:			
Prepays	\$ 110,990	\$ 115,678	\$ 110,360
Assigned:			
Appropriated for subsequent year's expenditures	156,000	239,000	239,000
Capital projects	2,416,546	2,336,903	2,336,903
Retirement contribution	509,749	462,749	462,749
Terminal leave	882,646	763,760	763,760
Unappropriated fund balance	16,382	-	-
Unassigned: Fund balance	779,504	796,420	796,420
 Total Fund Balances	 <u><u>\$ 4,871,817</u></u>	 <u><u>\$ 4,714,510</u></u>	 <u><u>\$ 4,709,192</u></u>

Recommendations

We do not recommend funding assignments for the year ended June 30, 2025, as the unassigned fund balance is currently below 10%. However, we do recommend that the Library consider reducing the amounts appropriated from fund balance for the 2026-2027 budget and consider increasing the tax levy by more than 2%.

NASSAU LIBRARY SYSTEM
Strengthening Nassau's Public Libraries



TO: Port Washington Public Library Director and Board of Trustees

FROM: Caroline Ashby, NLS Director

DATE: September 10, 2025

SUBJECT: Additional information regarding 2026-2027 Member Library Support Request

I would like to provide some additional information regarding our request for 2026-2027 and your library's share of the cost. Although NLS's overall proposal is a 1% increase over two years, Port Washington's calculated increase is greater than the average library and I anticipate you may be curious as to why. The primary drivers for Port Washington's increase from the 2024/2025 calculations are its share of the materials expenditures (from 3.68% to 3.84% of the system total) and cardholders (from 3.59% to 3.84% of the system total). I commend you for boosting your investment in the library's collection and attracting new library users!

I hope you will find that the proposed support is reasonable. It represents less than 0.48% of the Port Washington's operating budget whereas the average NLS member library contributes 0.62% of their operating budget in member library support. Please let me know if you would like to discuss the 2026-2027 Member Library Support request further.

Sincerely,

Caroline Ashby



2026 and 2027 Member Library Support

Request for Approval by Member Library Boards by November 21, 2025

NLS is requesting member library board approval of member library support for calendar years 2026 and 2027. Member library support of NLS supports services to member libraries that our State Aid is insufficient to cover. Since 2014, NLS has used a four-factor formula to calculate each library's share that gives equal weight to population, cardholders, materials expenditures, and net circulation. NLS relies on the libraries' Annual Reports to NYS for the data used in the calculations, as well as ILS reports for components of the cardholder and circulation data. With this proposal we seek a modest increase of 1% phased in over two years. The charts that follow show the proposal and your library's calculations. For additional charts with data for each year, see: <https://bit.ly/NLScharts>.

- **Two-year deal for 2026 and 2027** so libraries have stable and predictable obligations.
- **1% increase, phased in over two years.** We are proposing increasing the total member library support request from \$1,075,000 in 2025 to \$1,085,750 in 2027.
- **Use of a three-year average for each of the factors in the formula.** We have used an average of 2022, 2023, and 2024 data (the most recent annual reports available) for each of the factors in the formula. (The average is not necessary for the population factor, as the chartered population of each library district is static for 10 years.) This prevents single-year anomalies in libraries' circumstances from causing dramatic shifts in their calculations.
- **A two-year implementation of the new amounts for individual libraries.** This means that the impact of any increase is spread over the course of two years, with half of the increase implemented in 2026 and the full increase in 2027. Likewise, half of any reduction would be implemented in 2026 and the full reduction would be realized in 2027.

Services supported by this funding include: 5-day/week delivery service; administration of the OverDrive consortium and database coordinated orders; cataloging of library materials; E-rate assistance; out-of-system interlibrary loan; marketing and social media initiatives; continuing education and training for staff and trustees; NLS email accounts for member libraries and/or their staff; hosting libraries' websites; and website design, enhancement and problem-solving assistance. Following the attached charts is a document outlining the services withheld from member libraries not in good standing, should they choose not to pay member library support. Currently all member libraries are in good standing.

Voting

Please complete the attached vote form and return it to Gina Staffa via NLS delivery, mail, or email to gstaffa@nassaulibrary.org by November 21, 2025. An affirmative vote by at least 28 member library boards is required for the proposed member library support of NLS to be approved. If this request is approved it is binding on all member libraries.

In the past, NLS' requests for member library support have been approved by an overwhelming supermajority of member libraries. We are sincerely grateful for your support.

If You Have Questions or Comments About This Request

A virtual information session will be held Monday, October 20 at 7 p.m. The link to attend is <https://us06web.zoom.us/j/88266615187?pwd=uwiAB2karQENwSYbTNR3FRXWpeNkvl.1>.

Zoom Meeting ID: 882 6661 5187

Password: 2928920

You may also contact me with any questions at cashby@nassaulibrary.org or by phone at 516-292-8920 x220.

NASSAU LIBRARY SYSTEM
Strengthening Nassau's Public Libraries



MEMBER LIBRARY BOARD VOTE

NLS' Request for Member Library Support of NLS for 2026 and 2027

Please return the completed form to Gina Staffa (gstaffa@nassaulibrary.org) at NLS by November 21, 2025. Original or scanned forms are acceptable.

The Board of Trustees of the _____ Library voted to
____ approve / ____ disapprove NLS' request for Member Library Support for calendar years 2026
and 2027 at a meeting held on _____, 2025.

The vote was: # For _____ # Against _____ # Abstained _____

Signature of the President of the Board: _____
(or the trustee who presided at the meeting at which the vote was taken)

President's Name: _____
(or the trustee who presided at the meeting at which the vote was taken)

If this request is approved by 28 or more member library boards, the decision will be binding on all member libraries. Member libraries will be billed for the 2026 calendar year support based on their fiscal years.

- Libraries that operate on a calendar year basis will be billed in January 2026;
- Libraries with a June – May fiscal year will be billed in June 2026;
- Libraries with a July – June fiscal year will be billed in July 2026.

Two-Year Implementation of 2026 and 2027 Member Library Support
Based on 3-Year averages of each factor - 2022, 2023, 2024

<u>Library</u>	Member Library Support paid in 2025	Proposed for 2026-2027	Total Increase or (Decrease)	1st Half of Increase or Decrease to be Paid in 2026	2nd Half of Increase or Decrease to be Paid in 2027
Baldwin	\$22,267	\$21,545	(\$722)	\$21,906	\$21,545
Bayville	\$4,943	\$4,795	(\$148)	\$4,869	\$4,795
Bellmore	\$10,719	\$10,374	(\$345)	\$10,547	\$10,374
Bethpage	\$16,500	\$16,688	\$188	\$16,594	\$16,688
Bryant (Roslyn)	\$20,578	\$20,002	(\$576)	\$20,290	\$20,002
East Meadow	\$43,265	\$48,568	\$5,303	\$45,917	\$48,568
East Rockaway	\$8,071	\$7,567	(\$504)	\$7,819	\$7,567
East Williston	\$2,101	\$1,959	(\$142)	\$2,030	\$1,959
Elmont	\$37,078	\$37,269	\$191	\$37,174	\$37,269
Farmingdale	\$30,235	\$31,240	\$1,005	\$30,738	\$31,240
Floral Park	\$11,545	\$11,555	\$10	\$11,550	\$11,555
Franklin Square	\$18,086	\$18,883	\$797	\$18,485	\$18,883
Freeport	\$24,448	\$23,649	(\$799)	\$24,049	\$23,649
Garden City	\$25,218	\$23,916	(\$1,302)	\$24,567	\$23,916
Glen Cove	\$16,401	\$15,982	(\$419)	\$16,192	\$15,982
Gold Coast	\$11,321	\$11,563	\$242	\$11,442	\$11,563
Great Neck	\$48,430	\$54,824	\$6,394	\$51,627	\$54,824
Hempstead	\$22,232	\$22,267	\$35	\$22,250	\$22,267
Henry Waldinger	\$19,360	\$19,044	(\$316)	\$19,202	\$19,044
Hewlett-Woodmere	\$31,243	\$30,518	(\$725)	\$30,881	\$30,518
Hicksville	\$26,172	\$26,067	(\$105)	\$26,120	\$26,067
Hillside	\$16,001	\$16,141	\$140	\$16,071	\$16,141
Island Park	\$6,982	\$6,671	(\$311)	\$6,827	\$6,671
Island Trees	\$10,177	\$9,570	(\$607)	\$9,874	\$9,570
Jericho	\$28,724	\$28,380	(\$344)	\$28,552	\$28,380
Lakeview	\$3,818	\$4,019	\$201	\$3,919	\$4,019
Levittown	\$40,274	\$40,822	\$548	\$40,548	\$40,822
Locust Valley	\$5,738	\$5,567	(\$171)	\$5,653	\$5,567
Long Beach	\$31,029	\$29,495	(\$1,534)	\$30,262	\$29,495
Lynbrook	\$14,030	\$14,026	(\$4)	\$14,028	\$14,026
Malverne	\$5,583	\$5,755	\$172	\$5,669	\$5,755
Manhasset	\$18,036	\$18,811	\$775	\$18,424	\$18,811
Massapequa	\$36,609	\$36,060	(\$549)	\$36,335	\$36,060
Merrick	\$16,467	\$16,590	\$123	\$16,529	\$16,590
Mineola	\$13,125	\$12,650	(\$475)	\$12,888	\$12,650
North Bellmore	\$18,374	\$19,141	\$767	\$18,758	\$19,141
North Merrick	\$13,262	\$12,550	(\$712)	\$12,906	\$12,550
Oceanside	\$30,998	\$30,188	(\$810)	\$30,593	\$30,188
Oyster Bay	\$11,482	\$11,073	(\$409)	\$11,278	\$11,073
Peninsula	\$27,683	\$29,279	\$1,596	\$28,481	\$29,279
Plainedge	\$13,414	\$13,417	\$3	\$13,416	\$13,417
Plainview	\$31,615	\$32,934	\$1,319	\$32,275	\$32,934
Port Washington	\$36,657	\$38,293	\$1,636	\$37,475	\$38,293
Rockville Centre	\$22,003	\$22,233	\$230	\$22,118	\$22,233
Roosevelt	\$11,689	\$11,534	(\$155)	\$11,612	\$11,534
Sea Cliff	\$4,282	\$4,453	\$171	\$4,368	\$4,453
Seaford	\$12,481	\$12,184	(\$297)	\$12,333	\$12,184
Shelter Rock	\$22,813	\$23,304	\$491	\$23,059	\$23,304
Syosset	\$39,337	\$40,142	\$805	\$39,740	\$40,142
Uniondale	\$19,832	\$21,497	\$1,665	\$20,665	\$21,497
Wantagh	\$16,105	\$16,092	(\$13)	\$16,099	\$16,092
West Hempstead	\$20,459	\$19,670	(\$789)	\$20,065	\$19,670
Westbury	\$20,576	\$19,822	(\$754)	\$20,199	\$19,822
Williston Park	\$5,132	\$5,116	(\$16)	\$5,124	\$5,116

Four-Factor Formula for 26/27
Member Library Support for Each Factor and Total
Factors based on 3-Year Average \$1,085,750

Library	Factor 1		Factor 2		Factor 3		Factor 4		TOTAL Member Library Support ⁽⁵⁾
	% of Total Population	Population Portion of Support ⁽¹⁾	% of Total Materials Expenditure	Materials Expenditures Portion of Support ⁽²⁾	% of Total Resident and LFD Cardholders	Cardholders Portion of Support ⁽³⁾	% of Total Net Circ	Net Circulation Portion of Support ⁽⁴⁾	
Baldwin	2.547%	\$6,913	1.682%	\$4,565	2.090%	\$5,674	1.618%	\$4,393	\$21,545
Bayville	0.500%	\$1,356	0.320%	\$867	0.491%	\$1,332	0.457%	\$1,240	\$4,795
Bellmore	0.939%	\$2,548	1.077%	\$2,924	0.989%	\$2,684	0.817%	\$2,218	\$10,374
Bethpage	1.446%	\$3,926	1.643%	\$4,459	1.807%	\$4,905	1.252%	\$3,399	\$16,688
Bryant (Roslyn)	1.347%	\$3,655	2.216%	\$6,016	1.592%	\$4,321	2.214%	\$6,009	\$20,002
East Meadow	3.873%	\$10,512	6.451%	\$17,512	3.615%	\$9,813	3.954%	\$10,732	\$48,568
East Rockaway	0.752%	\$2,041	0.526%	\$1,429	0.789%	\$2,142	0.720%	\$1,956	\$7,567
East Williston	0.196%	\$531	0.156%	\$424	0.163%	\$443	0.207%	\$561	\$1,959
Elmont	3.912%	\$10,620	3.388%	\$9,197	4.176%	\$11,336	2.253%	\$6,116	\$37,269
Farmingdale	3.050%	\$8,278	2.415%	\$6,556	3.611%	\$9,802	2.433%	\$6,604	\$31,240
Floral Park	1.197%	\$3,249	0.893%	\$2,423	1.194%	\$3,240	0.973%	\$2,642	\$11,555
Franklin Square	1.917%	\$5,204	1.660%	\$4,505	1.245%	\$3,379	2.135%	\$5,795	\$18,883
Freeport	3.069%	\$8,331	2.394%	\$6,498	2.328%	\$6,320	0.921%	\$2,499	\$23,649
Garden City	1.723%	\$4,676	2.837%	\$7,702	1.871%	\$5,078	2.380%	\$6,460	\$23,916
Glen Cove	2.100%	\$5,699	1.280%	\$3,473	1.350%	\$3,664	1.159%	\$3,145	\$15,982
Gold Coast	0.857%	\$2,326	1.522%	\$4,132	0.952%	\$2,584	0.929%	\$2,521	\$11,563
Great Neck	3.566%	\$9,680	4.620%	\$12,540	4.893%	\$13,280	7.119%	\$19,323	\$54,824
Hempstead	4.380%	\$11,889	1.109%	\$3,011	2.278%	\$6,048	0.486%	\$1,319	\$22,267
Henry Waldinger (VS)	3.008%	\$8,165	1.319%	\$3,580	1.735%	\$4,710	0.954%	\$2,589	\$19,044
Hewlett	1.640%	\$4,453	3.995%	\$10,845	1.903%	\$5,167	3.704%	\$10,053	\$30,518
Hicksville	3.097%	\$8,406	1.780%	\$4,831	3.194%	\$8,669	1.533%	\$4,161	\$26,067
Hillside	1.768%	\$4,798	1.016%	\$2,758	1.653%	\$4,244	1.599%	\$4,341	\$16,141
Island Park	0.663%	\$1,799	0.795%	\$2,158	0.658%	\$1,785	0.342%	\$928	\$6,671
Island Trees	1.143%	\$3,103	0.623%	\$1,690	1.007%	\$2,734	0.753%	\$2,043	\$9,570
Jericho	1.292%	\$3,507	3.768%	\$10,227	1.692%	\$4,592	3.704%	\$10,053	\$28,380
Lakeview	0.431%	\$1,169	0.527%	\$1,429	0.413%	\$1,122	0.110%	\$299	\$4,019
Levittown	3.431%	\$9,312	5.187%	\$14,078	3.591%	\$9,747	2.831%	\$7,684	\$40,822
Locust Valley	0.510%	\$1,385	0.658%	\$1,787	0.435%	\$1,180	0.447%	\$1,214	\$5,567
Long Beach	3.009%	\$8,167	1.959%	\$5,318	3.355%	\$9,108	2.543%	\$6,902	\$29,495
Lynbrook	1.513%	\$4,107	1.029%	\$2,793	1.418%	\$3,849	1.207%	\$3,277	\$14,026
Malverne	0.634%	\$1,720	0.317%	\$862	0.534%	\$1,449	0.635%	\$1,724	\$5,755
Manhasset	1.218%	\$3,306	2.549%	\$6,920	1.343%	\$3,645	1.820%	\$4,940	\$18,811
Massapequa	3.459%	\$9,388	3.886%	\$10,549	3.459%	\$9,388	2.481%	\$6,735	\$36,060
Merrick	1.339%	\$3,634	1.656%	\$4,495	1.433%	\$3,889	1.684%	\$4,572	\$16,590
Mineola	1.540%	\$4,179	1.179%	\$3,199	1.002%	\$2,720	0.940%	\$2,552	\$12,650
North Bellmore	1.978%	\$5,370	1.521%	\$4,128	1.793%	\$4,868	1.760%	\$4,776	\$19,141
North Merrick	1.015%	\$2,754	1.494%	\$4,055	0.964%	\$2,616	1.151%	\$3,125	\$12,550
Oceanside	2.773%	\$7,527	1.653%	\$4,486	2.952%	\$8,013	3.744%	\$10,163	\$30,188
Oyster Bay	1.008%	\$2,736	1.240%	\$3,365	0.872%	\$2,367	0.960%	\$2,605	\$11,073
Peninsula	2.895%	\$7,859	1.339%	\$3,635	1.857%	\$5,040	4.695%	\$12,745	\$29,279
Plainedge	1.421%	\$3,856	1.303%	\$3,536	1.316%	\$3,573	0.903%	\$2,452	\$13,417
Plainview	2.251%	\$6,111	2.514%	\$6,825	3.095%	\$8,400	4.273%	\$11,598	\$32,934
Port Washington	2.401%	\$6,518	3.840%	\$10,422	3.836%	\$10,413	4.030%	\$10,940	\$38,293
Rockville Centre	1.785%	\$4,845	2.004%	\$5,441	1.787%	\$4,851	2.614%	\$7,096	\$22,233
Roosevelt	1.449%	\$3,933	1.709%	\$4,640	1.003%	\$2,722	0.088%	\$239	\$11,534
Sea Cliff	0.375%	\$1,017	0.387%	\$1,051	0.404%	\$1,097	0.474%	\$1,287	\$4,453
Seaford	1.191%	\$3,232	1.192%	\$3,237	1.138%	\$3,089	0.967%	\$2,626	\$12,184
Shelter Rock	2.067%	\$5,612	1.679%	\$4,558	1.626%	\$4,413	3.213%	\$8,722	\$23,304
Syosset	2.621%	\$7,115	2.875%	\$7,804	4.078%	\$11,071	5.214%	\$14,153	\$40,142
Uniondale	2.485%	\$6,745	1.725%	\$4,684	3.019%	\$8,196	0.690%	\$1,872	\$21,497
Wantagh	1.308%	\$3,550	1.885%	\$5,116	1.343%	\$3,645	1.393%	\$3,781	\$16,092
West Hempstead	1.350%	\$3,664	1.823%	\$4,947	1.314%	\$3,566	2.760%	\$7,492	\$19,670
Westbury	2.002%	\$5,435	1.050%	\$2,850	2.994%	\$8,128	1.256%	\$3,409	\$19,822
Williston Park	0.562%	\$1,525	0.334%	\$906	0.489%	\$1,327	0.500%	\$1,357	\$5,116
Total	100%	\$271,437	100%	\$271,437	100%	\$271,437	100%	\$271,437	\$1,085,754

Notes:¹ 2020 Population Chartered to Serve as per DLD.² Materials Expenditures 3-year average from Member Library Reports to State.³ Resident & Library Fund District Cardholders 3-year average. Resident cardholders from 2022, 2023, 2024 Reports to State. LFD cardholders from 2022, 2023, 2024 ILS Services reports.⁴ Net circulation = total circ less items loaned via direct access to the cardholders of other member libraries and less items lent via ILL (i.e. items sent to fill the holds/requests of other libraries' cardholders). Source of total circ and items lent via ILL (interlibrary loan) from Member Library Reports to the State. Source of items loaned via direct access = ILS Services statistical reports and statistics from the three non-ILS Services libraries.⁵ Total Member Support requested for 2026-2027 increased to \$1,085,750.

Nassau Library System

SUSPENSION OF NLS SERVICES TO MEMBER LIBRARIES NOT IN GOOD STANDING

Libraries that do not pay their share of member library support of NLS that has been approved by at least a majority of member library boards will be considered to be not in good standing.

1. NLS will not **host** the library's **web site**.
2. NLS will not provide **website design** and **maintenance assistance**.
3. NLS will not provide **email accounts** for the library and/or its staff.
4. NLS will not provide **original cataloging** for any items for which adequate copy cataloging records are unavailable.
5. NLS will not provide **E-rate reimbursement assistance**.
[EXCEPTION: NLS will continue to prepare and submit a joint application for all member libraries participating in NLS' ILS and Associated Services.]
6. NLS will not provide **grant proposal assistance**.
[EXCEPTION: NLS will provide assistance with library applications for grant programs offered by the State Library / DLD for which all member libraries of public library systems are eligible as well as for State Construction Aid.]
7. The staffs, directors and trustees of a library not in good standing will not be allowed to participate in NLS sponsored or arranged **continuing education (CE) without charge if NLS paid fees for outside presenter. The fee for participation in this will vary based on the cost of the outside presenter.**
[EXCEPTION: State grant or aid program funded CE or CE provided as part of a state mandate such as coordinated outreach services or in support of state requirements for libraries (such as annual reports to the state and compliance with minimum standards) will continue to be open to all member libraries. These CE opportunities are provided by NLS without charge.]
8. NLS will not provide **onsite training or continuing education** at a library not in good standing.
9. NLS staff will not **facilitate a community-based planning process**.
10. NLS will not provide **staff-mediated interlibrary loan service**.
11. NLS will not provide **delivery service** to a library not in good standing. Such a library must pick up from and return items to the NLS Service Center. This includes items borrowed or loaned via LLink.
12. Libraries not in good standing may not participate in the **Premium group subscription to online homework assistance**.
13. Libraries not in good standing may not participate in the **NLS NDD Consortium for access to downloadable ebooks and audiobooks** via OverDrive.
14. Libraries not in good standing may not participate in the **discounted subscriptions to databases and online services that are not in the Core Collection** that are offered by NLS.
15. Libraries not in good standing may not participate in **NLS' Core Collection of Databases**.
16. NLS will not coordinate **Techmobile events** with a library that is not in good standing.

A list of services that would be suspended for NLS member libraries not in good standing was originally approved by the NLS Board of Trustees on Dec. 27, 2012 and was most recently revised on July 28, 2025.

NASSAU LIBRARY SYSTEM

Strengthening Nassau's Public Libraries



Take advantage of all we have to offer to our member libraries:

Professional Consulting:

- NYS regulations and legal issues
- Policies and best practices
- Long range and operational planning
- Expertise in cataloging, youth services, outreach, IT, customer service, marketing, reference, facilities, finance

Digital Resources:

- OverDrive consortium administration, including coordination of purchasing
- Discounted rates for databases and digital services
- Vendor relations and account maintenance

Continuing Education:

- Trustee training
- Custom on site and virtual training
- Webinars and video tutorials
- Special events and guest speakers
- Facilitation of peer-to-peer learning

IT and Network Support:

- Website hosting and maintenance
- Broadband internet
- IT helpdesk
- Email hosting
- Website design and development
- Federal E-rate coordination
- Network monitoring

Circulation and Delivery:

- Daily weekday materials delivery and sorting
- Cataloging and records maintenance
- Cooperative circulation system
- Interlibrary loan
- Automated notices and alerts

Promotion, Advocacy and Funding:

- Government and media relations
- Coordinated messaging campaigns
- NYS Construction Aid administration
- Marketing asset repository
- Group buys at discounted rates

Statistics and Data:

- Monthly Key Performance Indicator reports
- NYS Annual Report support
- Per-capita and other operational reports
- Digital services performance reports

Programming and Outreach:

- Techmobile to support digital inclusion and outreach activities
- Summer Reading administration
- Long Island Reads coordination
- Book club at Nassau County jail
- Early Literacy, Maker and STEM kits
- Outreach event equipment loans
- Community partnership projects

To find out about these services and more, contact us at nls@nassaulibrary.org or 516-292-8920

2025

NASSAU COUNTY EARLY VOTING

Saturday, October 25th through Sunday, November 2nd

Days and Hours as follows:

Sat, October 25th - 9am to 6pm	Thurs, October 30th - 9am to 6pm
Sun, October 26th - 9am to 6pm	Fri, October 31st - 9am to 6pm
Mon, October 27th - 7am to 6pm	Sat, November 1st - 9am to 6pm
Tues, October 28th - 10am to 7pm*	Sun, November 2nd - 9am to 6pm
Wed, October 29th - 10am to 7pm*	

All BOE Hours Same As Above EXCEPT Tuesday October 28th and Wednesday October 29th open until 8PM

EARLY VOTING LOCATIONS

FIRST PRESBYTERIAN CHURCH
717 St. Lukes Pl, Baldwin, NY 11510

OYSTER BAY ICE RINK
1001 Stewart Ave, Bethpage, NY 11714

ELMONT PUBLIC LIBRARY
700 Hempstead Tpke, Elmont, NY 11003

FLORAL PARK RECREATION CENTER
124 Stewart St, Floral Park, NY 11001

FREEPORT RECREATION CENTER
130 East Merrick Rd, Freeport, NY 11520

ST. PAUL'S RECREATION CENTER
295 Stewart Ave, Garden City, NY 11530

GLEN COVE CITY HALL
9 Glen St, Glen Cove, NY 11542

GREAT NECK HOUSE
14 Arrandale Ave, Great Neck, NY 11023

HEMPSTEAD REC. CENTER /KENNEDY PARK
335 Greenwich St, Hempstead, NY 11550

HICKSVILLE LEVITTOWN HALL
201 Levittown Pkwy, Hicksville, NY 11801

ISLAND PARK LIBRARY
176 Long Beach Rd, Island Park, NY 11558

LAWRENCE COUNTRY CLUB
101 Causeway, Lawrence, NY 11559

LONG BEACH CITY HALL
1 West Chester St, Long Beach, NY 11561

MASSAPEQUA TOWN HALL SOUTH
977 Hicksville Rd, Massapequa, NY 11758

TEMPLE BETH AM
2377 Merrick Ave, Merrick, NY 11566

NASSAU COUNTY BOARD OF ELECTIONS
240 Old Country Rd, Mineola, NY 11501

MICHAEL J TULLY PARK
1801 Evergreen Ave, New Hyde Park, NY 11040

PLAINVIEW MID-ISLAND Y JCC
45 Manetto Hill Rd, Plainview, NY 11803

PORT WASHINGTON LIBRARY
1 Library Dr, Port Washington, NY 11050

GAYLE COMMUNITY CENTER
53 Orchard St, Roslyn Heights, NY 11577

JOHN J BYRNE COMMUNITY CENTER
925 Jerusalem Ave, Uniondale, NY 11553

VALLEY STREAM PRESBYTERIAN CHURCH
130 S. Central Ave, Valley Stream, NY 11580

ST. FRANCES DE CHANTAL CHURCH
1309 Wantagh Ave, Wantagh, NY 11793

WEST HEMPSTEAD PUBLIC LIBRARY
500 Hempstead Ave, West Hempstead, NY 11582

YES WE CAN COMMUNITY CENTER
141 Garden St, Westbury, NY 11590

WILLSTON PARK AMERICAN LEGION
730 Willis Ave, Williston Park, NY 11596

***Locations Subject To Change**

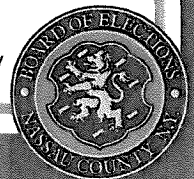
Every polling place is accessible to voters with physical disabilities. Any eligible voter who resides in Nassau County may vote. Any voter who has been issued an absentee ballot and early vote by mail ballot is not permitted to vote on a voting machine at an early voting site or on election day, but may vote by affidavit ballot. Any eligible voter may vote at any of the above locations during the times listed EXCEPT on November 4th.

Election Day

November 4th, go to your designated polling place

If you vote during early voting, you will not be permitted to vote on the day of the Election or on a subsequent day of Early Voting.

Visit NASSAUVOTES.COM or call (516) 571-VOTE for more voting information



EYES OF WAR

SANDWICHED IN WITH FRED BLUMLEIN



**FRIDAY,
NOV 7**

12:00 P.M.

LAPHAM ROOM

Have you ever wondered how U.S. Army combat photographers operated during the Vietnam War? Join us for a compelling presentation by Fred Blumlein—academic, Trustee Emeritus of the Cow Neck Peninsula Historical Society, and former U.S. Army officer—who commanded a photo unit in Vietnam. He will share insights into the challenges of capturing and developing photographs under the harsh and chaotic conditions of war. This program is part of the Library's Veterans Day observance. The event will begin with a special Flag Ceremony presented by members of local VFW Post #1819. *Sponsored by the Friends of the Library.*

FOPL FRIENDS OF THE
PORT WASHINGTON
PUBLIC LIBRARY

PIIPL
port washington public library

Register at [PWPL.org](https://www.pwpl.org)
or scan the QR code



**THE PORT WASHINGTON PUBLIC LIBRARY
INVITES YOU TO AN**



**Sunday, November 9, 2025
10:30 a.m. | Lapham Meeting Room**

**In recognition of all Library Volunteers for
their dedication and service**



2025 ANNUAL MEETING OF MEMBER LIBRARY TRUSTEES

Wednesday, December 3 | 7:00 - 9:00 PM
NLS Service Center - 900 Jerusalem Avenue, Uniondale

Join us for an evening celebrating Nassau's public library community, with opportunities to connect with fellow trustees, learn and receive Trustee Education credit, elect trustees to the NLS Board, and hear about the proposed 2026 NLS Operating Budget.



Artificial Intelligence and Library Values

Join Davis Erin Anderson for a discussion of how libraries can thoughtfully balance the potential of AI to enhance information services and work practices while staying true to core library values including user privacy, equity of service, and intellectual freedom.

Davis Erin Anderson is a senior digital security trainer at Freedom of the Press Foundation. Before joining FPF, she was Director of Programs and Partnerships at METRO, an NYC-based organization that provides resources and services to over 200 libraries, archives, and museums.



The final in-person opportunity provided by NLS this year (as of now) will be our Annual Meeting. We have a featured speaker who's presentation will cover 1 hour of the annual two hours of trustee education requirement. The date for that event is Wednesday, December 3. Registration is not open yet, but I've attached our 'Save the Date' flyer. Once we have our arrangements finalized, we will share the details widely with both libraries and trustees.

Trustees may also complete their education requirement virtually. There are several virtual options:

- One of the most popular virtual options is the ongoing Trustee Handbook Book club. Visit <https://midhudson.org/trustee-bookclub/> to find recorded workshops on a variety of topics. If you'd like to see even more options from the early days of the club, visit their archive: <https://midhudson.org/trustee-handbook-book-club-archive/>.
- NLS also has recordings of past workshops which you can access on our Trustee Info website: <https://www.nassaulibrary.org/trusteeinfo/trustee-info/>. We will continue to add to this page as new workshops are developed.

Please note: For any recorded training, it is best practice for the trustee to complete a **Trustee Training Self-Assertion** form, following any procedures laid out by the library's trustee education policy (if there is one.) Here is a sample they may opt to use: <https://nassaulibrarysystem.app.box.com/s/559r50kdml05g5p1un4yxfub3e83agtc>

As always, please don't hesitate to reach out to me if you have any further questions.



The Port Washington Police Department,
Council Member Mariann Dalimonte, and
the Port Washington Public Library Present



CRIME PREVENTION COMMUNITY FORUM

Let's Talk About Community Safety!

TOPICS FOR DISCUSSION:

- Phone Scams
- Mail & Phishing Scams
- Computer Scams
- Increase in Auto Theft
- Check Fraud
- Identity Theft
- Debit Card Scams
- General Safety Tips
- Credit Card Skimming
- Cybersecurity Tips

Thursday, October 23, 2025 at 3:00pm

The Lapham Room, Port Washington Public Library 1

Library Dr., Port Washington, NY 11050

This is free and open to the public.

Featured speakers:

Town of North Hempstead Council Member Mariann Dalimonte

Representatives from the Port Washington Police Department

Representatives from the Port Washington Public Library

AAC Meeting Minutes September 10, 2025

In attendance: Christie Devereaux, Betty Gimbel, Barbara E. Fishman, Shelley Holtzman, Toby Ozure, Pam Record, Linda Sandman, Craig Werle

Absent: Dave Bett, Ellen Hallie Schiff, Jose Seligson, Carol Krieger, Patti Paris, Shellie Schneider, Jocelyn Worrall

The Meeting started at 5:05PM.

- The August Minutes were approved by Shelley and Christie.
- Eileen Shaloum's installation went well. Thank you to Toby, Ellen, Shelley and Betty. Her reception will be on September 20.
- Update on Jonathan Butterick: Shelley mentioned that it is important to make certain that the gallery walls can accommodate hanging the artwork with magnets and long screws that would go into the wall. Craig mentioned that Jonathan Butterick is trying to arrange to be back from Asia so that he can be at the gallery on May 1st, 2026. The artist is trying to find someone who will serve as a contact person who will be in touch with the AAC for all details related to his exhibit.
- AAC members are encouraged to provide feedback when they are sent emails containing artists submissions and images.
- The following artists were discussed for possible exhibition Carin Kulb Dangot, Mary Whitfield, Robert Carter, Sandy Daniels, and Carol Schwartz. These are the results.
Carin Kulb Dangot: It was suggested that this artist should be contacted for a studio visit. Craig will call her.
Mary Whitfield: It was suggested that Pam contact Phyllis Stigliano, the gallery owner who represents Mary Whitfield, to address the insurance issue. The gallery is located at 62 8th Ave., Brooklyn, NY.
Robert Carter: Christie will try to contact him.
Sandy Daniels: She needs to be contacted to schedule a studio visit. Barbara will call her.
Carol Schwartz: She creates wooden sculptures and the cost for transportation is an issue.
- Rachelle Krieger has sent the image for her postcard. Christie will send the image and information to Shelley. Her exhibit will be from November-December 2025.

The meeting ended at 6:00PM

Respectfully submitted,

Christie Devereaux

The next AAC Meeting will be on Wednesday, October 8 at 5:00 PM.

Health Advisory Council

Recent/Upcoming Programs

Ongoing Programs:

Weekly Exercise Classes (*Stretch & Strengthen* and *Senior Stretch, Sculpt, and Balance*): Incorporating Pilates, stretching, and yoga.

Weekly Chair Yoga Class: Low-impact yoga workout.

Tai Chi for Health and Fall Prevention: This evidence-based program is proven to reduce falls, and improve fitness, and is designed for older adults interested in improving balance, flexibility, and strength.

Medicaid Sign-Up Help: Assistance for low-income individuals who qualify for Medicaid assistance, provided by the Nassau-Suffolk Hospital Council in Hauppauge.

St. Francis Outreach Bus: Sent by the Community Outreach Department of St. Francis Hospital. Nurses provide basic health screenings, including blood pressure and blood sugar checks, and provide immunizations

Monthly Hypertension Screenings: Nurses from St. Francis Hospital conduct blood pressure checks in the Library's Reading Room one day per month.

PWPL Walking Meetup: Join PWPL staff and friends from the Bryant Library as we explore our local Hempstead Harbor Shoreline Trail, just minutes away from the library.

Individual Programs:

Mocktail Tasting: Join bartender and beverage enthusiast Jon Fields for a mocktail demonstration and tasting.

Food Day Celebration: Every October, local nutritionist Jill Eisenberg, MS, RD, CDN, in cooperation with Grassroots Environmental Education, presents a program celebrating Food Day, a national day to promote sustainable agriculture and advocate for responsible, healthy food practices.

The Skin You're In: A presentation by Joshua Farhadian, MD, a double board-certified dermatologist and Mohs micrographic surgeon with advanced training in the diagnosis and treatment of skin cancers. Dr Farhadian will cover everything you should know about your skin, including answers to commonly asked questions, answers to questions you might not want to ask, and best practices for protecting your skin.

Honoring Life's Chapters: Join us as we embrace the beauty of life's journey, our care, and the legacy we leave behind. Presented by Gina Gallo, a certified End-of-Life Doula.

Amy Christake
October 2025

Friends of the Port Washington Public Library

Not present: Lauren Gelman, Rebecca Hughes Parker

Minutes of the September 10, 2025 Hybrid Board Meeting

Pam O'Connell opened the hybrid meeting at 9 AM. We voted to keep Karen Sloan on our Board due to the fact she no longer lives in Port Washington. Pride in Port is on Saturday, September 13th.

There were no minutes from our cancelled July Board meeting.

Mary Alice Kohs presented the treasurer's report.

Stephanie Meberg, presenting our Appeal report, indicated that we are off to a fast start, in large part due to the Greentree grant and Susan Isaacs' donation.

Since the beginning of our fiscal year, 6/1/25, we have raised \$9,216 from 12 transactions.

2024-25 - \$1,968 (22 transactions)

2023-24 - \$2,193 (15 transactions)

2022-23 - \$963 (11 transactions)

Our fall Annual Appeal is being mailed Tuesday, October 14th, with follow up in mid December. This mailing, with an updated reply envelope, is just going to FOL's donor list.

B&A 2026 : Author selection by Karen Sloan and her committee is ongoing.

Book FOLks : Pam indicated that this group now has 429 members.

Paperback Book Swap : Sara Edelson and Lauren Smith are making preparations for this event which will be held on Saturday, October 18th between 2-4 PM. The Swap kicks off National FOL week. We can expand the search for adult volunteers.

FOL U : Fern reported that John McWhorter, whose book will be on sale, lectures in Lapham on Sunday, September 14th at 2:30. Donna Litke arranged for Dava Sobel to be in conversation with John O'Connell on Sunday, November, 16th at 2:30. We will skip having a spring, 2026 FOL U.

Library Department Reports / Requests 2025-6: Pam led the discussion. We voted to provide the following : Adult Services - \$ 11,700 , Adult Programming - \$ 18,000 , Museum Passes - \$ 25,000 , Earth Day - \$3,000 , Children's - \$5,000 , ESOL - \$12,000 Local History - \$3,500 , Information Technology - \$19,400 , Media - \$10,000 , Teen - \$9,100 . Total donation: \$116,700.

New Business / Open Discussion : Becky Schamis is developing a Bogen Fund 25th anniversary display in PWPL's reading room. Fern Treiber is investigating a possible Just Salad FOL fundraiser Friday, October 24th. The Mason exhibit reception will be held Monday, September 15th at 2:30 PM. "Book club 101," an FOL sponsored event, will take place in Lapham Tuesday, September 16th at 7 PM. Margaret and another volunteer will determine how and when to sell our signed book collection. Sara is ordering FOL T-shirts. Pam and Lauren Gelman continue planning a Port clergy meeting at the library.

The meeting adjourned at 10:30 AM.

October 9, 2025

Dear Members of the Library Board,

Our ESOL Department continues to provide new programming every year. More recently, we have made it a priority to provide a warm, caring atmosphere where everyone feels welcomed and safe. An added responsibility is to keep students informed, including how to safeguard their children. Given the recent arrests in Port Washington, it has become important to let students know their rights and places to refer them to prepare Guardianship documents, should they face detention or deportation.

A year ago, our ESOL population was at an all-time high, with 55 classes. In late January, the number of students per class dropped dramatically in some classes. Despite the drop of about 25%, the program continued to provide English classes, orientation sessions and other programming. In addition, from January 2024 to December 2024, there actually was an increase of 8 ½ % in the number of students.

We continue to have a diverse population with 21 countries who speak 14 languages.

Here are highlights for this past year's programming:

- **Hispanic Heritage Month (September 15-October 15)**

On October 5, 2025, Hispanic Heritage Month was celebrated with a "Fiesta in the Park", along with Landmark on Main Street, the Parent Resource Center and the Town of North Hempstead. It was a wonderful opportunity to explore the vibrant and rich cultures of 21 Spanish speaking countries from around the world. Each country organized displays which highlighted crafts for children, informational panels, and traditional clothing. Our ESOL students were the main planners in organizing the tables and felt proud to share their rich cultural traditions. Aside from this event, the library offered a variety of dance programs throughout the month, including the Tango, Flamenco and Salsa. Some of our ESOL students played music, sang, and danced as well. The cooking demonstration was a big hit. By popular demand, there will be an Aerorumba class on October 9. ESOL staff member Alejandra Prada did an extraordinary job of organizing this entire month celebration. Her dedication, creativity and attention to detail made all events memorable ones.

- In December and May we offered two ESOL Tutor training workshops which were both presented by the dynamic Nick Miraflores. Over 20 tutors attended the workshops at each event. Our next In-service training will be on Saturday, October 25.
- On November 18, ESOL staff member, Alejandra Prada, presented, "What Every Immigrant Needs to Know" in Spanish. Practical knowledge such as knowing that a fever of 104 degrees needs urgent medical attention, when to tip, and the importance of waiting on a line, were eye openers for people who were in attendance. Another session will be planned for this coming year.
- Last November, for the first time, we offered "Defensive Driving" in Spanish and we are planning another one on November 29. One thing I learned- this course is hard to sit through, no matter what language!

- **Lunar New Year**

On February 8, we celebrated Lunar New Year. Chinese and Korean groups performed traditional dances and music including a Lion Dance, a Ribbon Dance, a Fan Dance, and a Korean Women's Drum Dance. Once again, nine-year-old Stefanie Zhang amazed the audience by elegantly playing the "guzheng", a traditional Chinese instrument. Other features included a Tai chi sword demonstration, Calligraphy, Sugar Painting, Paper Cutting and more crafts for children including ones from China, Korea and Vietnam. Our ESOL students who were involved with the planning were amazed at how many non-Asian residents in Port Washington attended the event.

Some comments about the Lunar New Year event:

"Excellent event! Enjoyed it!

"Can't wait next year!"

"I like it very much!"

"Love the opportunity for local Chinese American to celebrate the most important holiday for them with the town!"

"My kids had a great time! Thanks!"

"We had an amazing time!"

And my favorite quote from last year:

"So proud of our PWPL and our town. Thank you for sharing all about this beautiful celebration and the beauty of the Asian Culture. To many more multi-cultured events."

- March is Women's History Month which we celebrated by displaying the exhibit, "Ladies from Your Past" in the Community Gallery. This exhibit honors 200 women around the world with explanations of each woman's accomplishments and contributions to their countries.

- **Japanese Spring Festival**

On April 28 we held our first, "Japanese Spring Festival". For the last three years we have focused on Lunar New Year which is not celebrated in Japan. Japanese students are the second largest group of ESOL students in our program, after Spanish speakers. It was time to recognize the beautiful, elegant and exquisite crafts, antiques, and dance performances of this fascinating culture. At the same time, it was an opportunity to share the playful and enjoyable aspects of Japanese customs and art such as Origami, Ring Toss, Kendama, Senbonbiki and Chopsticks games. Guests enjoyed trying on kimonos while having their picture taken with a background of the majestic Mt. Fuji. All and all, it was a very memorable experience.

One of the highlights of the day was honoring Mr. and Mrs. Yamaguchi with a special "Certificate of Appreciation." They recently sold their restaurant business and are planning to retire in Japan. Throughout the years they have made countless contributions to the Port Washington community. Their unwavering support, generosity and commitment to promoting Japanese culture have made a lasting impact on our town. We will miss them.

- In the spring we offered "CPR in Spanish." This fall we will host, "Defensive Driving" in Spanish. We have recently partnered with State Farm Insurance who will refer their clients to our Defensive Driving program

- We celebrated the Certificate Ceremony and End of the Year Party on June 27. Several of our students performed dances and songs from their countries and expressed gratitude that they could share their cultural backgrounds. It was a very memorable night! Nineteen students passed the Citizenship Test and were presented with a special "Certificate of Citizenship Citation" from House of Representative Tom Suozzi's office and from the library. Students were thrilled to be honored in this special way and many were teary-eyed. Just for the record, all students who took the Citizenship Preparation class have passed the exam!

Some quotes from students about their tutors:

"The class is fun and supportive. I feel more confident speaking English."

"We have very good class. People are from many countries with wide culture."

"I appreciate the teacher sharing her knowledge and teaching us kindly. She is an excellent teacher, that is a good help for us."

"This class is one of my favorite classes. I made many friends in this class. Teacher selects interesting and useful topics. Never let me feel bored in classes."

"I'm really enjoying study with other students. Use YouTube and other social media is very impressive!"

"Es un excelente profesor. Hace la clase divertida pero siempre enfocado." (He is an excellent teacher. He makes the class enjoyable and always focused.)

- **Community Connections:**

Port Washington Community Outreach Roundtable Committee. The ESOL Department has been representing the library at monthly meetings. The group's mission is to "facilitate connection and coordination among the many dedicated organizations that serve Port Washington families in need."

The Homework Help program, organized by outstanding and warm-hearted ESOL staff member, Haydee Buitron, assists elementary school- aged children with their school work. Participants are children whose parents do not speak English well enough to help their children with homework. Schreiber High School students in good academic standing, help children one-on-one. As an additional activity, we have mini- parties throughout the year celebrating U.S. holidays. This will help children acclimate to U.S. cultural celebrations.

Our ESOL program provides volunteer opportunities for teens, especially for the "Senior Experience". They participate in our Festivals, assist with office work and sometimes assist tutors in the classroom.

Community Synagogue- we publicize and promote the Community Dinner Dances. This program is coordinated by ESOL tutor Jessica Wigdor.

Landmark on Main Street- we coordinate with Festivals, and Landmark has an outreach program. They give our ESOL program free tickets to performances for those unable to afford tickets otherwise.

Our Lady of Fatima Church (OLF) sponsors Immigration Informational Forums. We distribute flyers and inform our students of upcoming sessions at OLF.

Programming for the upcoming year:

In the upcoming year, we hope to continue to offer programs such as “ Beginner Spanish” and “Intermediate Spanish” Additionally, we would like to offer Mandarin for Beginners” which would be taught by ESOL staff member, Peter Li. Peter has made a significant connection to our Chinese community in Port Washington, assisting with Lunar New Year Celebration plans, and improving our Chinese book collection.

Also new is a bilingual “Health Fair” which will be held on Tuesday, December 2 from 4-7 p.m. The Hispanic Counseling Center, Northwell Health Clinic, Tai Chi Demo, a medical insurance agent, and other health related organizations are planning to participate in this event.

We will continue to provide updated information on immigration throughout the year.

Thank you for all your support of our programming and services throughout the year!

Respectfully submitted by:

Peggy O’Hanlon
ESOL Coordinator

PATRON COMMENTS

2025

[illegible]

Port Washington Public Library

Strategic Plan 2025 - 2028

Mission: The Port Washington Public Library is an inclusive center for community engagement, knowledge, and personal enrichment

Vision: To enhance the wellbeing of every community member

Core Values: Community, Knowledge, Wonder

Areas of Focus: Arts & Cultural Programs; Literacies & Competencies Programming, Loaning Collections

Goals:	FOSTER LASTING CONNECTIONS ROOTED IN SHARED CULTURE AND CREATIVITY	EMPOWER EVERYONE TO FIND OPPORTUNITIES FOR PERSONAL GROWTH	BROADEN PATHWAYS TO INSPIRE LIMITLESS CURIOSITY
Objectives:	<i>Offer vibrant programs in collaboration with local partners</i>	<i>Provide expertise and useful resources that echo local needs</i>	<i>Build collections that reflect the needs and wants of the community</i>
Activities by year: 2025-2026 / 2026-2027 / 2027-2028	Expand "Community Spotlight" programs celebrating locals sharing their unique life experiences to share {ADULT}	Utilize technology tools and maps to allow users, especially the Disabled, to more easily navigate building services {ADMIN & CIRC}	Highlight specific parts of the collection via displays and social media posts {ADULT}
	Host a Repair Cafe with local volunteers {TECHNOLOGY & FACILITIES}	Offer workshops that focus on practical skill-building and navigating contemporary life experiences {ADULT}	Create themed book displays and topical reading lists aligned with community interests {CHILDREN'S}
	Strengthen relationships with current and future local partners to further enhance opportunities for collaboration {ADULT}	Showcase and celebrate the achievements of our youngest patrons/readers {CHILDREN'S}	Highlight ESOL collections through displays, reading lists, and staff recommendations, encouraging usage and visibility. {ESOL}
	Program collaboration with the Pit at Landmark {YOUNG ADULT}	Expand language learning options led by local volunteers {ESOL}	Actively encourage feedback and insight into how to best develop library collections {ADMIN}
	Work with community partners to expand off-site technology assistance to Seniors, the Disabled, and others {TECHNOLOGY}		Expand collections in top languages spoken locally with culturally relevant books, media, and educational materials {ESOL}
	Develop programs that support/celebrate local veterans with VFW partners {LOCAL HISTORY}		
Objectives:	<i>Discover the world through fun and unique experiences</i>	<i>Celebrate advancement and learning</i>	<i>Supply a treasure trove of materials that inspire delight</i>
Activities by year: 2025-2026 / 2026-2027 / 2027-2028	Provide opportunities for staff to learn new things and bring curiosity to their daily practice {ADMIN}	Foster a sense of unity among staff through interdepartmental collaborate on projects and large-scale initiatives. {ADMIN}	Establish "Kid Picks" voting events and displays to give young people ownership of and excitement about library materials {CHILDREN'S}
	Invite local performers and community members to lead workshops highlighting cultural heritage and shared community interests {CHILDREN'S}	Develop career preparation programming for non-college-bound students {YOUNG ADULT}	Effectively market the library's local history services and expertise in person, online, and at local events. {LOCAL HISTORY}
	Design and deliver ESOL programs that are tailored to learners' personal goals {ESOL}	Host local makers so they can share ideas, projects, and experiences. {TECHNOLOGY}	Increase the marketing and display of "Staff Picks" and favorites {ADULT & CIRC}
	Establish a VR Programming series geared towards Seniors, the Disabled, and others {TECHNOLOGY}	Create a "Student Spotlight" feature highlighting achievements in language learning and acquisition {ESOL}	Refresh Columns Gallery with a new local history exhibits {LOCAL HISTORY}
	Launch an audio-based listening programming series geared towards teens {YOUNG ADULT}	Help people experience our local history through use of an updated app and scavenger hunt {LOCAL HISTORY}	
Objectives:	<i>Facilitate the sharing of ideas that inspire</i>	<i>Connect people with education that supports individual enrichment</i>	<i>Curate an array of trusted resources developed by library staff</i>
Activities by year: 2025-2026 / 2026-2027 / 2027-2028	Present topical and informative local history programming that link the past and present, and give hope for the future. {LOCAL HISTORY}	Promote online library resources geared toward test preparation and career development. {TECHNOLOGY}	Develop staff- and/or kid-led content creation that highlights new releases, hidden gems, and favorites. {CHILDREN'S}
	Reevaluate spaces for optimized user experience and improved access to materials and services. {ADMIN}	Spotlight Health and Wellness topics by expanding program offerings, with an eye toward Senior needs {ADULT & YOUNG ADULT}	Update policies to address AI as it relates to library collection development {ADULT}
	Start a "Community Creators" series where local Makers share their talents and passion with children at the library {CHILDREN'S}	Reenvision and expand the popular "Homegrown Readers" program with local partners {CHILDREN'S}	Enhance and expand loanable technology available in the Library of Games and Gadgets {TECHNOLOGY}
	Support Teen-led Book Discussion Group utilizing new formats and platforms {YOUNG ADULT}	Offer regular orientations to show ESOL learners how to use popular library resources {ESOL}	Encourage staff from all departments to take advantage of trainings that focus on information literacy. {ADMIN}
	Facilitate a Library Podcast showcasing Local History stories of interest {TECHNOLOGY & LOCAL HISTORY}	Establish programs that focus on practical life skills for younger adults {YOUNG ADULT}	
	Work to support our Disabled community by offering programs that highlight their stories or support their needs {ADULT}	Explore the feasibility of adding a multifunctional library vehicle {ADMIN}	

Port Washington Public Library - Strategic Plan 2025 - 2028

Year 1 = 7/1/2025 - 6/30/2026
 Year 2 = 7/1/2026 - 6/30/2027
 Year 3 = 7/1/2027 - 6/30/2028

GOAL 1: Foster lasting connections rooted in shared culture and creativity

Objective 1.1: Offer vibrant programs in collaboration with local partners

	Lead Assigned	Start Date
Activity 1.1.1: Expand "Community Spotlight" programs celebrating locals sharing their unique life experiences to share	Adult	YEAR ONE
Activity 1.1.2: Host a Repair Cafe with local volunteers	Technology / Facilities	YEAR ONE
Activity 1.1.3: Strengthen relationships with current and future local partners to further enhance opportunities for collaboration	Adult	YEAR THREE
Activity 1.1.4: Program collaboration with the Pit at Landmark	Young Adult	YEAR THREE
Activity 1.1.5: Work with community partners to expand off-site technology assistance to Seniors, the Disabled, and others	Technology	YEAR THREE
Activity 1.1.6: Develop programs that support/celebrate local veterans with VFW partners	Local History	YEAR THREE

Objective 1.2: Discover the world through fun and unique experiences

Activity 1.2.1: Provide opportunities for staff to learn new things and bring curiosity to their daily practice	Admin	YEAR ONE
Activity 1.2.2: Invite local performers and community members to lead workshops highlighting cultural heritage and shared community interests	Childrens	YEAR TWO
Activity 1.2.3: Design and deliver ESOL programs that are tailored to learners' personal goals	ESOL	YEAR TWO
Activity 1.2.4: Establish a VR Programming series geared towards Seniors, the Disabled, and others	Technology	YEAR TWO
Activity 1.2.5: Launch an audio-based listening programming series geared towards teens	Young Adult	YEAR TWO

Objective 1.3: Facilitate the sharing of ideas that inspire

Activity 1.3.1: Present topical and informative local history programming that link the past and present, and give hope for the future	Local History	YEAR ONE
Activity 1.3.2: Reevaluate spaces for optimized user experience and improved access to materials and services	Admin / Facilities	YEAR TWO
Activity 1.3.3: Start a "Community Creators" series where local Makers share their talents and passion with children at the library	Childrens	YEAR TWO
Activity 1.3.4: Support Teen-led Book Discussion Group utilizing new formats and platforms	Young Adult	YEAR TWO
Activity 1.3.5: Facilitate a Library Podcast showcasing Local History stories of interest	Technology/Local	YEAR THREE
Activity 1.3.6: Work to support our Disabled community by offering programs that highlight their stories or support their needs	Adult	YEAR THREE

GOAL 2: Empower everyone to find opportunities for personal growth

Objective 2.1: Provide expertise and useful resources that echo local needs

	Lead Assigned	Start Year
Activity 2.1.1: Utilize technology tools and maps to allow users, especially the Disabled, to more easily navigate building services	Admin / Circulation	YEAR ONE
Activity 2.1.2: Offer workshops that focus on practical skill-building and navigating contemporary life experiences	Adult	YEAR TWO
Activity 2.1.3: Showcase and celebrate the achievements of our youngest patrons/readers	Childrens	YEAR TWO
Activity 2.1.4: Expand language learning options led by local volunteers	ESOL	YEAR TWO

Objective 2.2: Celebrate advancement and learning

Activity 2.2.1: Foster a sense of unity among staff through interdepartmental collaborate on projects and large-scale initiatives	Admin	YEAR ONE
Activity 2.2.2: Develop career preparation programming for non-college-bound students	Young Adult	YEAR ONE
Activity 2.2.3: Host local makers so they can share ideas, projects, and experiences	Technology	YEAR TWO
Activity 2.2.4: Create a "Student Spotlight" feature highlighting achievements in language learning and acquisition	ESOL	YEAR THREE
Activity 2.2.5: Help people experience our local history through use of an updated app and scavenger hunt	Local History	YEAR THREE

Objective 2.3: Connect people with education that supports individual enrichment

Activity 2.3.1: Promote online library resources geared toward test preparation and career development	Technology	YEAR ONE
Activity 2.3.2: Spotlight Health and Wellness topics by expanding program offerings, with an eye toward Senior needs	Adult / Young Adult	YEAR ONE
Activity 2.3.3: Reenvision and expand the popular "Homegrown Readers" program with local partners	Children's	YEAR TWO
Activity 2.3.4: Offer regular orientations to show ESOL learners how to use popular library resources	ESOL	YEAR THREE
Activity 2.3.5: Establish programs that focus on practical life skills for younger adults	Young Adult	YEAR THREE
Activity 2.3.6: Explore the feasibility of adding a multifunctional library vehicle	Admin / Facilities	YEAR THREE

GOAL 3: Broaden pathways to inspire limitless curiosity**Objective 3.1: Build collections that reflect the needs and wants of the community**

	Lead Assigned	Start Year
Activity 3.1.1: Highlight specific parts of the collection via displays and social media posts	Adult	YEAR ONE
Activity 3.1.2: Create themed book displays and topical reading lists aligned with community interests	Childrens	YEAR ONE
Activity 3.1.3: Highlight ESOL collections through displays, reading lists, and staff recommendations, encouraging usage and visibility	ESOL	YEAR ONE
Activity 3.1.4: Actively encourage feedback and insight into how to best develop library collections	Admin	YEAR TWO
Activity 3.1.5: Expand collections in top languages spoken locally with culturally relevant books, media, and educational materials	ESOL	YEAR TWO

Objective 3.2: Supply a treasure trove of materials that inspire delight

Activity 3.2.1: Establish "Kid Picks" voting events and displays to give young people ownership of and excitement about library materials	Childrens	YEAR ONE
Activity 3.2.2: Effectively market the library's local history services and expertise in person, online, and at local events	Local History	YEAR ONE
Activity 3.2.3: Increase the marketing and display of "Staff Picks" and favorites	Adult / Circulation	YEAR TWO
Activity 3.2.4: Refresh Columns Gallery with a new local history exhibits	Local History	YEAR THREE

Objective 3.3: Curate an array of trusted resources developed by library staff

Activity 3.3.1: Develop staff- and/or kid-led content creation that highlights new releases, hidden gems, and favorites	Childrens	YEAR TWO
Activity 3.3.2: Update policies to address AI as it relates to library collection development	Adult	YEAR TWO
Activity 3.3.3: Enhance and expand loanable technology available in the Library of Games and Gadgets	Technology	YEAR TWO
Activity 3.3.4: Encourage staff from all departments to take advantage of trainings that focus on information literacy	Admin	YEAR THREE

Mission: The Port Washington Public Library is an inclusive center for community engagement, knowledge, and personal enrichment

Vision: To enhance the wellbeing of every community member

Values: Community
Knowledge
Wonder

Priorities: **Arts & Cultural Programming** - Provide a wide range of high-quality educational and enrichment opportunities that allow people to explore their creativity and discover new passions

Literacies & Competencies - Help people of all ages develop a sense of competence and confidence as they acquire the skills the need to thrive in the modern world

Loaning Collections - Offer materials that satisfy people's curiosity and support self-directed learning for all ages in the widest array of available formats