

Irondequoit Public Library Board of Trustees
 Monthly meeting
 Minutes of July 16, 2025

Note: No votes were taken at this meeting as the board did not have a quorum present.

Call meeting to order: 6:30 pm.

Present: Erin Dougherty, vice president; Susan Kramarsky, treasurer; Sarah Yannello, secretary.

Present via teleconference: Patricia Gogniat, trustee at large.

Guests: Greg Benoit, library director; Ann Cunningham, town board liaison; Stephanie Schubmehl, library bookkeeper.

Absent: Rachel Snyder, president; Meaghan de Chateaufieux, Michael Huntone, Nick Robertson, and Nick Zinni, trustees at large.

Approval of agenda: Deferred to next meeting.

Approval of minutes: Deferred to next meeting.

Attendance: Next month's meeting is scheduled for August 20 but Mr. Benoit and several board members have conflicts. The idea of a combined July and August meeting in early August was raised. Ms. Dougherty will send out a scheduling poll.

Public forum: None; no comments submitted to board email. Mr. Benoit received a thank-you card from Cabrini Women's Group expressing their gratitude for use of library facilities.

Town board liaison report

- This year's Independence Day celebration was a success thanks to the hard work of recreation and town hall staff. The town is preparing for its annual classic car festival later this month and Hoochenanny in August. The community center will also host a back-to-school event August 16.
- Paving projects are underway throughout the town, and the county will be putting in sidewalks and crosswalks along Thomas Avenue.
- A tentative plan for short-term rentals has been reached, which the town will roll out at next week's board meeting ahead of a public hearing and possible vote in August. Also at next week's meeting, the town board will vote on a resolution designating Irondequoit as an age-friendly community.
- The police department has been awarded a three-year renewable grant to engage an advocate for victims of crime, opening up the possibility of educational partnerships with the library and community center around scam awareness and other topics. Mr. Benoit offered use of library meeting space.

Foundation report

- Mr. Benoit attended last night's Foundation meeting, the first under Elaine Cole's presidency. Discussion focused on putting down a deposit with Mind the Gap for renovation of the children's library.
- The Foundation has proposed a 50 percent deposit of \$61,600 up front, with 25 percent to be paid when fabrication is complete and the remaining 25 percent upon delivery. As the Foundation only has about \$45,000 available in liquid cash, it was proposed that half the deposit be paid out of the library fund balance. The Foundation could then reimburse up to \$15,000 when certificates of deposit reach maturity. A meeting will be scheduled to vote on use of the fund balance as soon as a quorum of library trustees is available.
- In response to a question from Ms. Kramarsky, Mr. Benoit said he would contact the town comptroller to determine whether the fund balance is currently invested in an interest-bearing account.
- A fundraising mailer is scheduled to go out before Labor Day.

Friends report

- Applications for the October craft and vendor fair are already coming in, and planning is underway for a talk and beer tasting fundraiser with Will Cleveland.
- The Friends will have a table at the town's senior health expo in August.
- Publicity for the Punk Rock Book Club event on August 30 will emphasize that it was made possible by the Friends, and that donating to the Friends is a great way to support public libraries.

Staff liaison report

- Along with the library's custodian, youth services librarians are in the process of setting up new play equipment. The carpet in the children's activity room has been steam-cleaned and it should reopen next week.
- Staff are working on a thank-you video recognizing the town's role in this summer's book giveaway and drawing attention to the number of students affected. Homeschoolers and other children who missed out on the initial giveaway will have the opportunity to pick up their free books from the library over the summer.

Long-range plan check-in: Meetings will resume next month.

Finance committee, vouchers, financial report

Financial report

- Revenue: With 50 percent of the year elapsed, the library has collected 37.6 percent of anticipated library charges, 48.8 percent of miscellaneous income, and 97.6 percent of overall revenue. This was the best June on record for the library bookstore.

- Expenses: Library-driven expenses are on track at 45.8 percent of budget for salaries, 34.8 percent for materials, and 36.2 percent for services and supplies. Overall spending currently stands at 51 percent of budget.

Invoices

- Invoices of note: #1043, Constructive Playthings and #1537, Kaplan Early Learning: Play equipment for children's library playroom; #13060, 13076, and 13084, MCLS: Member cost share for January – June 2025, VIP Passes, and UMS charges for November 2024 – April 2025; #25-R3302, 25-R3303, and 25-R3304, Springshare: LibGuides, LibCal, and LibStaffer renewal.
- Approval of invoices: Deferred to next meeting.

Organizational development committee

- Hiring for the vacant page position is in progress. See personnel report for recent staff resignation.
- Mr. Benoit met with town board member John Perticone and the new town attorney, who were interested in learning more about materials challenges, first amendment audits, and other issues facing public libraries.
- An upcoming goal for the library is to develop a policy governing programming similar to the one governing collection development. The committee will also work with town HR and a staff representative on reviewing and updating the library's personnel policy to ensure consistency with the current collective bargaining agreement and any new regulations.

Community engagement committee

- Monthly committee meetings have resumed.
- The committee is planning a series of community clothing swaps, with the first focusing on children's clothing and tentatively scheduled for September.
- Future meetings will discuss opportunities for collaboration with Walk Bike Irondequoit and Color Irondequoit Green.

Technology team: IT clerk Tariq Hudson and town IT director Kevin LaBarr are addressing ongoing issues with EnvisionWare and other technology in the computer lab.

Director's report: See attached.

Adjournment: Meeting adjourned at 7:23 pm.

Respectfully submitted by,
Stephanie Schubmehl
For board secretary Sarah Yannello

6/30/2025

Financial summary

FUND	DESCRIPTION	2020 ACTUAL		2021 ACTUAL		2022 ACTUAL		2023 ACTUAL		2024 ACTUAL		2025 ACTUAL		2025		
		BALANCE	YTD JUN 25	BALANCE	YTD JUN 25	2025 %										
410010	Property taxes	\$2,507,625	\$2,495,508	\$2,680,059	\$2,695,213	\$2,686,417	\$2,793,421	\$2,793,421	\$2,793,421	\$2,793,421	\$2,793,421	\$2,793,421	\$2,793,421	\$0	\$0	100.0%
427000	Misc income (book sales, printing, faxing)	\$23,605	\$47,996	\$54,662	\$70,141	\$75,244	\$76,000	\$76,000	\$76,000	\$76,000	\$76,000	\$76,000	\$76,000	\$38,911	\$38,911	48.8%
420800	Library charges (overdue & lost fines)	\$32,500	\$42,465	\$40,188	\$35,237	\$29,881	\$28,260	\$28,260	\$28,260	\$28,260	\$28,260	\$28,260	\$28,260	\$17,637	\$17,637	37.6%
438890	State aid - oth culture & rec (Local Library Systems Aid)	\$12,263	\$16,860	\$16,142	\$14,642	\$16,696	\$14,600	\$14,600	\$14,600	\$14,600	\$14,600	\$14,600	\$14,600	\$12,944	\$12,944	11.3%
427010	Refund prior year expenses	\$4,838	\$464	\$168	\$6,379	\$6,379	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.0%
		\$2,655,615	\$2,660,497	\$2,794,750	\$2,817,690	\$2,814,617	\$2,912,281	\$69,492	\$69,492	97.6%						

FUND	DESCRIPTION	2020 ACTUAL		2021 ACTUAL		2022 ACTUAL		2023 ACTUAL		2024 ACTUAL		2025 ACTUAL		2025		
		BALANCE	YTD JUN 25	BALANCE	YTD JUN 25	2025 %										
540500	Salaries	\$964,129	\$966,766	\$1,019,173	\$1,162,213	\$1,162,145	\$1,224,192	\$1,224,192	\$1,224,192	\$1,224,192	\$1,224,192	\$1,224,192	\$1,224,192	\$560,904	\$560,904	45.8%
	Equipment & capital	\$4,529	\$977	\$2,468	\$772	\$11,336	\$11,336	\$11,336	\$11,336	\$11,336	\$11,336	\$11,336	\$11,336	\$11,336	\$11,336	100.0%
	Library materials	\$169,598	\$175,369	\$171,848	\$179,859	\$170,194	\$180,000	\$180,000	\$180,000	\$180,000	\$180,000	\$180,000	\$180,000	\$62,633	\$62,633	34.8%
	Services & supplies	\$342,006	\$425,579	\$402,058	\$406,649	\$233,598	\$376,375	\$376,375	\$376,375	\$376,375	\$376,375	\$376,375	\$376,375	\$4,012	\$4,012	36.2%
	Contingency - contracted	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.0%
560100	Principal on debt	\$175,000	\$325,000	\$335,000	\$340,000	\$345,000	\$355,000	\$355,000	\$355,000	\$355,000	\$355,000	\$355,000	\$355,000	\$0	\$0	100.0%
570100	Interest on debt	\$449,852	\$296,000	\$289,400	\$282,650	\$275,800	\$288,800	\$288,800	\$288,800	\$288,800	\$288,800	\$288,800	\$288,800	\$136,175	\$136,175	50.7%
	Employee benefits	\$413,337	\$445,435	\$406,340	\$406,326	\$439,236	\$507,914	\$507,914	\$507,914	\$507,914	\$507,914	\$507,914	\$507,914	\$234,747	\$234,747	46.2%
		\$2,518,450	\$2,635,126	\$2,626,286	\$2,778,469	\$2,637,308	\$2,912,281	\$4,012	\$4,012	51.0%						

BOOKSTORE SALES

Month	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
January	\$2,729.61	\$2,429.70	\$2,638.37	\$2,556.20	\$3,703.00	\$3,020.96	\$1,436.73	\$2,155.69	\$2,968.37	\$3,684.83	\$3,380.16
February	\$1,748.98	\$1,981.05	\$2,638.92	\$3,212.03	\$2,869.51	\$3,366.15	\$1,643.74	\$2,373.25	\$3,592.07	\$3,805.82	\$3,418.15
March	\$2,610.09	\$2,775.99	\$2,499.42	\$2,803.75	\$3,557.86	\$1,259.15	\$1,874.60	\$2,774.74	\$3,708.45	\$4,233.62	\$4,477.16
April	\$1,579.91	\$2,651.65	\$2,598.01	\$2,902.58	\$3,807.34	\$297.18	\$2,170.55	\$2,462.49	\$3,066.71	\$3,751.75	\$3,490.05
May	\$2,176.68	\$2,421.28	\$2,084.10	\$2,578.75	\$3,250.41	\$0.00	\$1,984.45	\$2,433.16	\$3,324.14	\$3,450.44	\$3,669.85
June	\$1,815.83	\$2,179.91	\$2,377.03	\$2,412.75	\$3,022.36	\$0.00	\$2,471.25	\$3,049.11	\$3,301.26	\$3,237.80	\$3,541.99
July	\$1,669.83	\$2,649.47	\$2,310.50	\$2,463.35	\$2,327.85	\$0.00	\$2,267.70	\$2,728.57	\$3,597.55	\$3,709.60	
August	\$804.03	\$2,845.65	\$2,939.75	\$2,923.96	\$2,269.19	\$0.00	\$2,310.40	\$3,262.66	\$4,181.33	\$3,349.27	
September	\$1,338.94	\$2,305.98	\$2,960.88	\$3,677.35	\$2,583.29	\$0.00	\$2,353.05	\$2,916.39	\$3,567.17	\$3,606.05	
October	\$2,571.56	\$2,418.06	\$2,598.09	\$2,793.75	\$1,837.73	\$754.85	\$2,493.10	\$2,640.46	\$3,782.42	\$3,254.25	
November	\$2,274.22	\$2,052.25	\$2,396.25	\$3,180.29	\$1,901.41	\$493.25	\$3,018.12	\$3,248.08	\$3,398.70	\$3,965.75	
December	\$1,653.62	\$2,506.47	\$3,489.61	\$3,142.75	\$2,350.28	\$2,338.53	\$2,861.60	\$2,789.00	\$3,695.67	\$3,937.01	
Total	\$22,973.30	\$29,217.46	\$31,730.93	\$34,647.51	\$33,480.23	\$11,530.07	\$26,885.29	\$32,833.60	\$42,183.84	\$43,986.19	\$21,977.36

CHASE ACCOUNTS

JUNE 2025

NON-PUBLIC FUNDS MMDA *****9050

DATE	DESCRIPTION	DEPOSITS	WITHDRAWALS	BALANCE
6/1/2025	Opening balance			\$22,827.94
6/3/2025	Donation from Lynn Sullivan/Villa of Hope	\$301.89		\$23,129.83
6/3/2025	Payment to Costume Specialists for pigeon costume rental 7/2 - 7/14/25 (LIF purchase)		\$180.00	\$22,949.83
6/3/2025	Payment to Austin Hancock for Tuskegee Airmen presentation on 5/22/25 (Apai donation for library programs)		\$125.00	\$22,824.83
6/3/2025	Payment to Cris Johnson for Magic of Color magic show on 6/26/25 (LIF purchase)		\$350.00	\$22,474.83
6/3/2025	Payment to Jennifer Kierecki for yoga storytime on 5/10/25 (Apai donation for library programs)		\$50.00	\$22,424.83
6/12/2025	Payment to Erin Wafer for Teen/Tween Empowerment Yoga on 6/30/25 (LIF purchase)		\$115.00	\$22,309.83
6/12/2025	Payment to Priyanka Patel for henna program on 6/27/25 (LIF purchase)		\$160.00	\$22,149.83
6/12/2025	Payment to Synn Lymn McLaughlin for Electrical Circuits program on 6/9/25 (Gustav Apai memorial donation)		\$100.00	\$22,049.83
6/12/2025	Payment to Greg Benoit for retro gaming system controllers (reimbursement; Gustav Apai memorial donation)		\$99.21	\$21,950.62
6/12/2025	Payment to Amazon Capital Services for retro gaming controllers and chargers (Gustav Apai memorial donation)		\$71.62	\$21,879.00
6/12/2025	Payment to Shawnda Urie for book discussion groups on 5/22/25 (Apai donation for library programs)		\$100.00	\$21,779.00
6/30/2025	Payment to Cris Johnson for FEAR magic show on 7/30/25 (LIF purchase)		\$350.00	\$21,429.00
6/30/2025	Payment to Michael Callari for book discussion on 6/23/25 (Apai donation for library programs)		\$50.00	\$21,379.00
6/30/2025	Payment to Amazon Capital Services for replacement chargers (Gustav Apai memorial donation)		\$155.95	\$21,223.05

6/30/2025	Payment to Katherine Lynch for Music & Movement Group on 4/26 and 5/17/25 (Apai donation for library programs)	\$360.00	\$20,863.05
6/30/2025	Payment to Seneca Park Zoo Society for Cycles of Life Zoomobile program on 8/1/25 (Apai donation for library programs)	\$140.00	\$20,723.05
6/30/2025	Interest	\$10.84	\$20,733.89

PUBLIC FUNDS MMDA ***2587**

DATE	DESCRIPTION	DEPOSITS	WITHDRAWALS	BALANCE
6/1/2025	Opening balance			\$6,928.60
6/30/2025	Interest	\$3.42		\$6,932.02

BULLET AID & LEGISLATIVE INITIATIVE FUNDS HELD IN ***9050**

2021 BULLET AID

DATE	DESCRIPTION	DEPOSITS	WITHDRAWALS	BALANCE
6/1/2025	Opening balance			\$1,368.51
6/30/2025	No transactions			\$1,368.51

LEGISLATIVE INITIATIVE FUNDING FOR LIBRARY PROGRAMS

DATE	DESCRIPTION	DEPOSITS	WITHDRAWALS	BALANCE
6/1/2025	Opening balance			\$9,057.47
6/3/2025	Payment to Costume Specialists for pigeon costume rental 7/2 - 7/14/25 (LIF purchase)		\$180.00	\$8,877.47
6/3/2025	Payment to Cris Johnson for Magic of Color magic show on 6/26/25 (LIF purchase)		\$350.00	\$8,527.47
6/12/2025	Payment to Erin Wafer for Teen/Tween Empowerment Yoga on 6/30/25 (LIF purchase)		\$115.00	\$8,412.47
6/12/2025	Payment to Priyanka Patel for henna program on 6/27/25 (LIF purchase)		\$160.00	\$8,252.47
6/30/2025	Payment to Cris Johnson for FEAR magic show on 7/30/25 (LIF purchase)		\$350.00	\$7,902.47

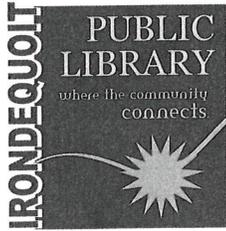
Vendor	Vendor no.	Invoice no.	Invoice date	Description	Account no.	Account description	Amount	Notes	In Munis?
Alliance Entertainment	14	PLS87546115	6/9/2025	Adult DVDs	540500	Library materials	\$139.48		Y
Amazon	17	1NPW-R1V1-FY GK	6/9/2025	Cutting mat for book repair	545760	Supplies, library processing	\$18.37		Y
Amazon	17	1Y7X-PCKQ-6LFY	6/18/2025	Community garden supplies	A290741		\$442.59		Y
				Replacement print surface for	0-541202	ARPA			
Amazon	17	1RNK-4QF6-TRJK	7/1/2025	3D printer	544080	Professional services, programming	\$50.99		Y
Amazon	17	1RNK-4QF6-TRJK	7/1/2025	Tissue paper	545700	Supplies, office	\$8.46		Y
Amazon	17	1R4C-JXVW-KVWK	7/11/2025	digitizer	544080	Professional services, programming	\$34.99		Y
Amazon	17	1TLT-FF76-JCHV	7/11/2025	Tape and laminating pouches	545700	Supplies, office	\$71.93		Y
Amazon	17	1T16-GTK7-HVXT	7/15/2025	Lab	544080	Professional services, programming	\$22.99		Y
Baker & Taylor	28	2039124533	6/9/2025	Print books	540500	Library materials	\$173.62		Y
Baker & Taylor	28	2039127797	6/10/2025	Print books	540500	Library materials	\$157.30		Y
Baker & Taylor	28	2039125145	6/12/2025	Print books	540500	Library materials	\$629.56		Y
Baker & Taylor	28	2039137576	6/13/2025	Print books	540500	Library materials	\$198.72		Y
Baker & Taylor	28	2039135357	6/17/2025	Print books	540500	Library materials	\$479.99		Y
Baker & Taylor	28	2039140354	6/19/2025	Print books	540500	Library materials	\$237.83		Y
Baker & Taylor	28	2039152138	6/23/2025	Print books	540500	Library materials	\$219.57		Y
Baker & Taylor	28	2039143004	6/23/2025	Print books	540500	Library materials	\$283.80		Y
Baker & Taylor	28	2039147428	6/24/2025	Print books	540500	Library materials	\$20.34		Y
Baker & Taylor	28	2039151850	6/25/2025	Print books	540500	Library materials	\$352.49		Y
Baker & Taylor	28	2039154432	6/26/2025	Print books	540500	Library materials	\$280.00		Y
Baker & Taylor	28	2039154444	6/26/2025	Print books	540500	Library materials	\$1,095.50		Y
Baker & Taylor	28	2039154441	6/27/2025	Print books	540500	Library materials	\$159.39		Y
Baker & Taylor	28	2039159339	6/27/2025	Print books	540500	Library materials	\$120.16		Y
Baker & Taylor	28	2039159908	7/1/2025	Print books	540500	Library materials	\$442.79		Y
Baker & Taylor	28	2039167944	7/2/2025	Print books	540500	Library materials	\$93.55		Y
Baker & Taylor	28	2039165728	7/3/2025	Print books	540500	Library materials	\$650.09		Y
Baker & Taylor Entertainment	831	H72715430	6/13/2025	J DVDs	540500	Library materials	\$74.42		Y
Baker & Taylor Entertainment	831	H72652350	6/16/2025	J DVDs	540500	Library materials	\$34.73		Y
Baker & Taylor Entertainment	831	H72684170	6/16/2025	Adult DVDs	540500	Library materials	\$24.80		Y
Baker & Taylor Entertainment	831	H72716140	6/17/2025	J DVDs	540500	Library materials	\$21.23		Y
Baker & Taylor Entertainment	831	H72738100	6/23/2025	Adult DVDs	540500	Library materials	\$96.38		Y
Baker & Taylor Entertainment	831	H72717030	6/24/2025	J DVDs	540500	Library materials	\$10.62		Y
Baker & Taylor Entertainment	831	H72774890	6/24/2025	Adult DVDs	540500	Library materials	\$127.55		Y
Baker & Taylor Entertainment	831	H72803820	6/30/2025	Adult DVDs	540500	Library materials	\$38.92		Y

Vendor	Vendor no.	Invoice no.	Invoice date	Description	Account no.	Account description	Amount	Notes	In Munis?
Baker & Taylor Entertainment	831	H72815070	7/8/2025	Adult DVDs	540500	Library materials	\$14.14		Y
Baker & Taylor Entertainment	831	H72815071	7/8/2025	Adult DVDs	540500	Library materials	\$219.67		Y
Baker & Taylor Entertainment	831	H72854220	7/8/2025	Adult DVDs	540500	Library materials	\$75.12		Y
Barnes & Noble	835	4653522	6/13/2025	Print books	540500	Library materials	\$487.03		Y
Barnes & Noble	835	4656752	6/27/2025	J fiction & NF	540500	Library materials	\$75.10		Y
Barnes & Noble	835	4657314	6/30/2025	Adult fiction	540500	Library materials	\$15.18		Y
Barnes & Noble	835		7/13/2025	Print books	540500	Library materials	\$28.00		Y
Brooklyn Robot Foundry	1536	238	6/20/2025	"Smart Theremin" robotics program on 6/20/25	A290741		\$72.00		Y
Cengage Learning	96	999100705098	7/15/2025	Large print books	0-541202	ARPA	\$227.17		Y
Constructive Playthings	1043	5206288300	6/16/2025	Transportation rug for children's playroom	A290741		\$361.09		Y
Countrymax, Aman's Farm Market, Dollar Tree	999999		6/24/2025	Community garden supplies	A290741		\$370.23	Charged to town credit card	
Daniel Jones	139	IPL34	6/16/2025	tech program on 6/17/25	A290741		\$120.00		Y
Daniel Jones	139	IPL35	6/27/2025	"A11@b0utP@s5w0rd\$" tech program on 7/15/25	A290741		\$120.00		Y
Demco	156	7655163	6/4/2025	Book repair tape	545760	Supplies, library processing	\$112.76		Y
Dollar Tree	999999		6/27/2025	Community garden supplies	A290741		\$12.50	Charged to town credit card	
Elizabeth Bauld	840		6/24/2025	Adult RW&B Entrees cooking class	A290741		\$225.00		Y
Erin Wafer	1548		7/21/2025	Embodied Movement adult yoga class	A290741		\$130.00		Y
Fonte Surgical Supply	327	743340	6/25/2025	Mobility scooter repair	543600	Miscellaneous expenses	\$236.86	Charged to town credit card	
Greg Benoit	35		6/24/2025	Reimbursement for postage	543800	Postage	\$13.25		Y
Ingram	396	88977678	7/2/2025	Adult audiobooks	540500	Library materials	\$224.96		Y
Janway	1483	253242	7/14/2025	Tote bags for circulating book discussion kits	545760	Supplies, library processing	\$465.00		Y
Kaplan Early Learning	1537	7204849	6/28/2025	Equipment for children's playroom	A290741		\$4,233.03		Y
Kenneth Kam	999999		7/8/2025	Classical guitar concert on 7/23/25	544080	Professional services, programming	\$200.00		Y

Vendor no.	Vendor Invoice no.	Invoice date	Description	Account no.	Account description	Amount	Notes	In Munis?
Law Office of Stephanie Adams, PLLC	5	10553	6/5/2025 consultation Fund balance policy	544150	Professional services, legal	\$175.00	Not submitted in June due to need for budget transfer	Y
Matt Krueger	340	7/10/2025	Peg dolls for children's playroom (reimbursement)	A290741 0-541202	ARPA	\$77.74		Y
Monroe County Library System	523	13060	6/18/2025 2025	542510	MCLS cost share	\$38,116.05		Y
Monroe County Library System	523	13076	6/30/2025 2025-26 VIP Passes	540500	Library materials	\$560.54		Y
Monroe County Library System	523	13084	6/30/2025 April 2025	420800	Library charges	\$1,590.30		Y
Online Labels	1135	8540391	6/26/2025 Printable labels for bookstore	545700	Supplies, office	\$88.35		Y
OverDrive	564	01327CO25197657	6/24/2025 Adult ebooks	540500	Library materials	\$1,879.88	\$923 charged to 2025 budget, \$923 to 2025	Y
Springshare LLC	682	25-R3302	6/17/2025 June 2026	540900	Computer software	\$1,846.00		Y
Springshare LLC	682	25-R3303	6/17/2025 June 2026	540900	Computer software	\$1,858.00	\$929 charged to 2025 budget, \$929 to 2026	Y
Springshare LLC	682	25-R3304	6/17/2025 June 2026	540900	Computer software	\$1,177.00	\$588.50 charged to 2025 budget, \$588.50 to 2026	Y
Staples	684	6036264892	7/2/2025 Construction paper, scissors	545700	Supplies, office	\$21.43		Y
Staples	684	6036401491	7/4/2025 Custom stamp	545760	Supplies, library processing	\$18.99		Y
Staples	684	6036544463	7/8/2025 Toner for public fax	545700	Supplies, office	\$59.40		Y
T-Mobile	211	6/27/2025	6/26/25 Mobile hotspots data for 5/27 -	541200	Contracted services	\$57.40		Y
W.B. Mason	1250	255246985	7/1/2025 Contact paper	545700	Supplies, office	\$4.99		Y
Total						\$62,382.31		

Vendor	Total
Alliance Entertainment	\$139.48
Amazon	\$650.32
Baker & Taylor	\$5,594.70
Baker & Taylor Entertainment	\$737.58
Barnes & Noble	\$605.31
Cengage Learning	\$227.17
Demco	\$112.76
Ingram	\$224.96
OverDrive	\$1,879.88
Staples	\$99.82
W.B. Mason	\$4.99
Elizabeth Bauld	\$225.00
Erin Wafer	\$130.00
Law Office of Stephanie Adams, PLLC	\$175.00
T-Mobile	\$57.40
Monroe County Library System	\$40,266.89
Brooklyn Robot Foundry	\$72.00
Constructive Playthings	\$361.09
Countrymax, Aman's Farm Market, Dollar Tree	\$370.23
Daniel Jones	\$240.00
Dollar Tree	\$12.50
Greg Benoit	\$13.25
Janway	\$465.00
Kaplan Early Learning	\$4,233.03
Kenneth Kam	\$200.00
Springshare LLC	\$4,881.00
Fonte Surgical Supply	\$236.86
Matt Krueger	\$77.74
Online Labels	\$88.35
Grand Total	\$62,382.31

Account description	Total
420800	\$1,590.30
Library charges	\$1,590.30
540500	\$9,969.62
Library materials	\$9,969.62
540900	\$4,881.00
Computer software	\$4,881.00
541200	\$57.40
Contracted services	\$57.40
543800	\$13.25
Postage	\$13.25
544080	\$308.97
Professional services, programming	\$308.97
545700	\$254.56
Supplies, office	\$254.56
545760	\$615.12
Supplies, library processing	\$615.12
543600	\$236.86
Miscellaneous expenses	\$236.86
544150	\$175.00
Professional services, legal	\$175.00
A2907410-541202	\$6,164.18
ARPA	\$6,164.18
542510	\$38,116.05
MCLS cost share	\$38,116.05
Grand Total	\$62,382.31



Irondequoit Public Library

Director's Report

Wednesday, July 16, 2025

1. Irondequoit Public Library

Timetable of Major 2025 Projects & Commitments - Completed

ARPA Funds - 2025 Summer Reading Book Giveaway

The youth services staff were able to distribute 6,272 books to 3,136 elementary and middle school students! Each student was able to choose two free books to take home to enjoy and help combat summer learning loss.

The youth services staff and I are working with Tariq to develop a short “thank you” video that will be posted to social media to highlight the work that the staff did to as a part of this effort, and to thank our elected officials for obtaining the funds to make it possible, and the schools for helping schedule and coordinate the logistics of distributing the books.

The video will conclude with this message: “If your elementary or middle school-aged child lives or goes to school in Irondequoit and missed out on this opportunity, it's not too late! Books will be available at the library this summer for them to choose from--stop by the Children's Library now through August!”

We have pictures from the East Irondequoit School District of students receiving their books, and we are waiting on more from both districts. If we do not have them by the end of the week, we will make the video with the pictures we already have on hand.

Timetable of Major 2025 Projects & Commitments - In Progress

ARPA Funds - Children's Coding & Teen Robotics Program Series

Generous funding from the American Rescue Plan Act has allowed us to incorporate two new program series for children, tweens, and teens.

In April 2025, we kicked off a once-a-month 90-minute Robot Coders with Brooklyn Robot Foundry program for ages 12-18. These classes are the ultimate combination of hands-on building, creativity, and programming. Teens have worked in small groups or individually to build robots, learn how to integrate programming components like sensors and servos as they build, and how to control their robots using block coding. They have enjoyed making smart applause-o-meter robots and smart theremin robots. In July, they will be making smart dog robots!

July 2025 kicked off a 5-week 60-minute Beginner Coding with Code Ninjas series for ages 8-11. Participants are learning the basics of creating their own video game using MIT's popular block coding platform, Scratch. They are currently working on creating their characters and adding a background to their game. Each week they will be building more into their game.

Both programs have been successful. Robot Coders is experiencing higher attendance each month and Beginner Coding is at max capacity with a waitlist.

ARPA Funds - Children's Library Activity Room Enhancement & Revitalization

The youth services team and Paul, the library's maintenance employee, are hard at work assembling the new fixtures and toys that were purchased to revitalize and refresh the children's library activity room.

The room is currently unavailable for use. When the fixtures are setup, we will make a "grand opening video" thanking our elected officials for obtaining funds to make this project possible. The video will be very similar to the "thank you video" we are making to publicizes the success we had with the elementary school book fairs. The video will depict before and after footage of the room.

Timetable of Major 2025 Projects & Commitments - In Progress & Not Yet Started

ARPA Funds - Community Garden & Youth Film Festival

Irondequoit Recreation have been ordering supplies and equipment for the community garden, indicating that progress is being made and that work on that project is under way.. After the summer months end, I will begin working on the youth film festival.

1839 Maker's Lab - 3D Printer

As reported last month, our 3D printer was inoperable for a few weeks. Tariq Hudson has managed to repair it, and 3D printing has been resumed.

Poltava & Irondequoit Student Art & Poetry Show

I have been in contact with Noah Winslow, an art teacher at Bishop Kearney, and Nataliia Aaddi, the vice-principal at school #1 in Poltava, Ukraine, about coordinating a student art and poetry show. This event would be a companion to the art and poetry book that was published earlier this year, and would make use of the artwork and poetry that students contributed towards to book. The intention is to have students in both countries work tother and collaborate via Zoom to coordinate the event. I will have a preliminary meeting with both educators sometime before the end of summer with an eye to starting the planning in earnest once school resumes in both countries this fall.

2026 Library Budget

Stephanie and I have begun working on the preliminary draft of the 2026 library budget.

First Floor Meeting Room - AV System Replacement RFP

Town of Irondequoit IT Director, Kevin Labarr, has received the green light to post/send the RFP to AV contractors.

2. Town of Irondequoit

Town Attorney - Introductory Meeting

On Wednesday, July 9th I met with the new(ish) town attorney, Peter Weishaar for a brief introductory meeting. Peter is assisting with the closeout of the SAMs grant, and I conferred with him regarding some questions I had about the outstanding documents that need to be sent to DASNY.

Peter was interested to hear about some of the emerging challenges libraries face, specifically First Amendment audits and library materials challenges. He was happy to hear that the staff

regularly participates in training about how to respond to First Amendment audits, and that we have never “gone viral” despite the increase in frequency of First Amendment audits in recent years.

3. Facilities Report

Children’s Library Renovation - Mind the Gap Deposit Payment

The Irondequoit Public Library Foundation will be sending a deposit check to Mind the Gap, who will begin fabricating the state proscenium and entryway once it is in hand. We are still on track for an October/fall 2025 installation.

2022 NYS SAMs Grant - Closeout Process

I am working to closeout the 2022 SAMs grant and get the library reimbursement for the HVAC repair and children’s library door installation. I am working with Diana Marsh to obtain revised invoices that have the library’s address on them. The invoices we have list the Irondequoit DPW on them, which needs to be corrected. New York State wants to see the recipient listed on the invoices. The DPW address is listed on the original invoices because they received the initial quotes for the projects.

4. Monroe County Library System

There are no major updates to report from the Monroe County Library System this month.

5. Personnel Report

A personnel report has been included with the July 2025 Director Report.

6. Financial Report & Vouchers

Stephanie will send copies of the vouchers to the Library Board in advance of the meeting.

7. Correspondence

There is no formal correspondence since the last Library Board meeting.

8. Items of Information

1. *07 2025 Personnel Report.pdf*

Irondequoit Public Library
 Statistical Report to the Library Board
 July 2025

Report	Reference		Library Visits		Number of Programs		Program Attendance		Internet Usage		Circulation		Maker's Lab Usage		Maker's Lab Circulation	
	2024	2025	2024	2025	2024	2025	2024	2025	2024	2025	2024	2025	2024	2025	2024	2025
Year																
January	5,469	5,400	15,393	13,711	81	79	1,123	1,274	1,300	1,197	34,717	40,310	36	81	7	11
February	5,548	5,047	15,325	13,692	74	79	1,233	1,739	1,344	1,344	32,999	37,666	70	41	5	5
March	5,435	4,933	15,862	16,933	84	94	1,245	1,587	1,484	1,361	33,875	41,970	49	42	16	14
April	5,432	4,733	18,309	15,365	80	91	1,355	1,931	1,499	1,302	34,778	39,851	70	25	17	21
May	4,801	4,357	14,176	17,582	95	70	1,851	1,308	1,242	1,106	39,453	39,038	66	13	14	20
June	6,797	4,890	13,839	11,621	93	80	2,869	1,148	1,295	1,106	40,791	40,725	74	71	15	15
July	6,953	0	12,784	0	89	0	1,649	0	1,239	0	46,068	0	69	0	9	0
August	6,522	0	14,500	0	76	0	1,176	0	1,284	0	45,250	0	59	0	7	0
September	6,151	0	14,088	0	78	0	1,015	0	1,284	0	40,370	0	37	0	6	0
October	6,441	0	15,178	0	112	0	3,311	0	1,331	0	41,150	0	40	0	7	0
November	5,288	0	14,152	0	87	0	1,322	0	1,116	0	39,783	0	43	0	10	0
December	4,130	0	12,182	0	83	0	1,455	0	1,102	0	38,794	0	111	0	9	0
Total	68,967	29,360	175,788	88,904	1,032	493	19,554	8,987	15,520	7,416	468,028	239,560	724	273	122	86
YTD Average	5,747	5,872	14,649	17,781	86	99	1,630	1,797	1,293	1,483	39,002	47,912	60	55	10	17

Note: August 2024 figure is an estimation. Door counter was inoperable Aug. 5 - 23. Estimation based on the following formula: Percent change = (August 2023 - July 2023) / July 2023 = (17,034 - 15,116) / 15,116 = 0.1269
 August 2024 Library Visits estimate = (July 2024 x Percent change estimated above) + July 2024 = (12,784 x 0.1269) + 12,784 = 14,406 rounded up to 14,500

Items of Information

07 2025 Personnel Report.pdf

**Organizational Development Committee
July 2025 Employee Changes**

Kelly Rosengren

Resignation: Full-Time Librarian

Notes: Kelly has resigned her position with Irondequoit Public Library. While her time at Irondequoit Public Library was brief, I feel that she leaves us better than she found us with regard to our adult programming process. I have received feedback from her and others on staff who worked closely with her about how the job duties can be streamlined and simplified to make the position more desirable. I am committed to implementing as many of those changes as feasible.

Kelly's resignation date is July 18, 2025.