

Irondequoit Public Library Board of Trustees

Monthly meeting

Minutes of August 11, 2026

Call meeting to order: 7:32 pm.

Present: Susan Kramarsky, president; Patricia Gogniat, vice president; Rachel Snyder, treasurer; Sarah Yannello, co-secretary; Michael Huntone and Nick Zinni, trustees at large.

Guests: Greg Benoit, library director; Kristy Ramirez, library assistant (staff liaison).

Absent: Erin Dougherty, co-secretary; Meaghan de Chateaufieux and Nick Robertson, trustees at large; Ann Cunningham, town board liaison; Stephanie Schubmehl, library bookkeeper.

Mission moment: Susan reported on Friday night's Arcade and Pizza Event. It was a huge success. Many people mentioned they would like to attend monthly events like this. Greg said other musicians mentioned they would like to play at a future event.

Attendance: The next monthly meeting is scheduled for Wednesday, September 16 at 6:30 PM. The next short meeting to approve Financial items will be August 19 at 5:00 PM virtually. Susan Kramarsky will not be in attendance.

Approval of minutes: Approval of meeting Minutes is no longer needed moving forward.

Public forum: None.

Correspondence: None.

Town board liaison report: The following was shared by email prior to tonight's meeting.

- *Town Hall campus, the Rec Center, Camp Eastman and McAvoy Park have been busy with special events, camps and sports.*

- *Hired Catalyst Leadership for grant writing services.*
- *Bristol Tot Lot playground equipment is in the process of being replaced using ARPA funds. It has an adaptive seesaw! Upgrades at Spezio Park may be next.*
- *On August 18th, we will be voting to engage Passero Associates for the backyard project (pickleball courts and band shell) by the market shed. There will also be a new adaptive playground, with plans coming together currently. Funding has come from our State Senate and Assembly representatives, with thanks.*
- *The volunteer ride program is in the final stages of planning. It will be administered by Lifespan, including a part-time administrator (Lifespan employee), volunteer recruitment, and training. The funding comes through Federal funds which have already been allocated. The hope is to begin this fall.*

Student representative report: None.

Staff liaison report: Kristy has officially taken over for Synn Lymn. Been with MCLS at Brighton and Pittsford since 2022. Part time since last October. Occupancy is up a little this month. We are always booking space. Looking forward to working with everyone.

Foundation report

- Greg has a couple of requests: \$3600 to establish a budget to provide ASL interpretation when requested. Clark's office used to have a fund. That has run out and we are obligated to provide to be in compliance with the ADA. \$55-\$100 for an interpreter and we get at latest one request per week. May also request in the event that we cannot secure a human interpreter, there are some robust software programs that can livecast captions. Will need a bluetooth mic, TV monitor and computer in place of an interpreter when needed. Greg will be looking into this with members of the deaf community to see if this is a reasonable alternative. We have a reputation for accommodating special needs and ADA compliance. We are not able to put a cap on this and we cannot exclude non-residents. We also will ask for funding for a locking case to display artwork from local artists.
- Greg had a good zoom meeting with Gloria Hunter and Lydia Boddie Rice whose kites we displayed earlier in the year. She is stepping into a role where she is to identify local artists and get their artwork on display in the community. This would fit with that role and she is taking on the responsibility for curating the artwork and would do so in keeping with a forthcoming policy approved by the board. She has been commissioned to create kites for a few notable Janet Yellen, Jackie Joyner-Kersey and others. Perhaps her design and the interaction with the women's hall of fame and inductees could be a presentation. She is interested in applying as a library trustee when that opportunity opens up. Susan mentioned we will need two

new board members coming up and it is a long process. As we interact with community members and library folks, keep this in the front of your mind.

Friends report

- Patricia referred to the garden fundraiser at Genrich's and about \$1100 was raised. Oct 14 is the tentative next event. Arcade night was a smashing success and Greg should be recognized for putting that together. \$1800 was raised. The arcade rental was \$1800 so we broke even. The new person took over the social media tasks as of last Friday. Greg mentioned the social media campaign and the events have pulled in more members and volunteers. Saturday's family arcade and video game day was a success and allowed 136 attendees to enjoy the event. Summer hours cut it short but it was still a success. Vendors were not charged to table but they shared on social media, the food and beverage made some money and entry.
- Oct 3 and 4 is the Vendor Showcase. We will ask students to volunteer for this. Sarah will reach out to Amanda Ashley about high school age bands to open a show in the fall.

Finance committee, financial report, invoices

Finance committee

- Finance committee had a meeting with the comptroller August 5. The agenda was developed by Greg and Rachel and Susan. The first issue was timeframe for completion on the comptroller side to get the money owed for Sam's grant. Children's library doors and HVAC system: in process. Greg submitted the preliminary budget and there was no comment. Assumption was she had not reviewed it yet. 2026 budget related topics. How to bridge the gap when we have an employee who replaced one on a single health plan, how do we accommodate the delta between that. She told us that is typically \$5,000-10,000 and the town deals with it at the end of the fiscal year. They make it up in a budget category. We were previously told that the discrepancy where we had fund balance taken out \$50,000, and \$40,000 of that was from someone going from their spouses plan to adding a family plan with the town. We also discussed the fund balance investment and at the beginning of this fiscal year the balance was \$560,538. We asked and got the last fifteen years of fund balance years of numbers with subtractions of things that the board has needed to take out and what has been put in each year. If we were to take 1% as the rate of increase over those 15 years it would total \$46,170. In Greg's tenure here, the fund balance interest number is \$28,714. Diana did say as Susan was negotiating, Greg acknowledging that it is going to be a difficult budget year. The town has been investing the interest and utilizing that money for town funds. The library will be receiving some 15 years of interest that has been withheld by the town. Library has benefitted in a small way but there could be more benefit in future.

- Susan: status of transfers approved in December 2025 that were supposed to be enacted in fiscal year 2026 have not yet shown up.
- Greg: Makes it difficult to stay within a budget when the fund transfers have not been moved after approval in a timely manner. Expressed to Diana that we can work with a tight budget but do not like overspending and this can be avoided but an accurate and up to date budget line is necessary to do this.
- Susan: Correcting something critical: accrual of time off for library staff needs to stay up to date.
- Greg: about a month ago it had not been resolved and he thought bringing it to Diana in front of trustees would be helpful. Want accurate PTO reflected on paystub and online. After Jason departed, there was an issue with a part time employee not getting the prorated amount on their one year anniversary but a new employee received a full year's worth of PTO on their paystub. Stephanie has been calculating the PTO so that the employee was able to take their allowed time but an automated system would make it easier to track. Hopefully the HR Director at the Town Hall can make this change and Greg will keep the finance committee in the conversation. Susan stated that if we can recoup some of this, we need to be mindful about policy and investment as a board. On page 85 of the trustee handbook it is outlined clearly.

Financial report

- Defer to special meeting on August 19.

Invoices

- Defer to special meeting on August 19.

Director's report

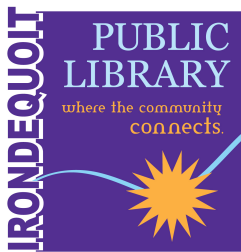
- Finance from Greg: Fund requests for PA system for future live music events. Nicole Hushla Re with assemblymember Clark's office state aid Clark has secured for the library \$125,000 minimum amount of state aid. There were two funding options presented: Maker's Lab revitalization to add ventilation and a permanent enclosure for 3D printer and venting for Glowforge that goes outside, proper countertop work surfaces, under counter storage built in and NYS requires it to have a lifetime of ten years. Also looking to purchase restaurant booth style seating, shelving around the TV for new materials and other renovations in the teen library. If these come in under \$125,000, we will consider a bump out in the wall in the Makers Lab, construction of a glass enclosed meeting room in teen library and renovation in space for nursing room, calm down room, unisex/family style bathroom.
- Submitted project amendment request to spend on additional lighting for children's library. Revisions were requested along with documentation and it was resubmitted.
- A third review of the personnel budget will be done by Greg and Stephanie. Likely won't be much change to the preliminary budget and would like to add a line to the

budget for employee payment if asked to come in on short notice on a Saturday then there will be a time and a half option.

- Nick asked if we track the amount of hours the 3D printer is used. We do not but can find it easily and provide that information.
- Legal and programming budget lines. Legal is for lawyers and such. Professional services are for programming. Contracted services are web hosting, web security, generator maintenance, mobile hot spots (discontinued), constructing purchased shelving, piano tuning.
- Next budget meeting with the town supervisor will take place at the end of August. Greg will call and confirm the date and share with the board. All are invited to attend if available.

Adjournment: Meeting adjourned at 7:53 pm.

Respectfully submitted by,
Sarah Yannello, board co-secretary



Irondequoit Public Library

Director Report

August 11, 2026

1. Irondequoit Public Library

Library Personnel Policy - Update

Prior to the start of the busy summer months, I sent Stephanie Adams' office a list of proposed revisions and question relating to the draft Irondequoit Public Library Personnel Policy. This week I reached out and asked for an update on the progress. Ms. Adam's staff indicated that they are reviewing the proposed revisions and questions with her and will have a response to me by September 4th. The indication is that we are still on track to have an updated and finalized personnel policy for the Library Board to consider before to the end of the year.

Friends of the Irondequoit Public Library: Pop-Up Arcade Fundraiser Update

The Friends of the Irondequoit Public Library and I estimate that about 230 - 250 people were in attendance at the Pop-Up Arcade & Pizzeria on Friday, August 7th. The attendance was comparable to the last after-hours fundraiser, and the feedback was just as universally positive. The Friends will have an update on the total amount raised at a later point in time, which will be shared with the Library Board.

Friends of the Irondequoit Public Library: Book Swap Fundraiser Update

The Friends of the Irondequoit Public Library hosted a *Book Swap in the Garden* fundraiser at Genrich's on July 22nd. The *Book Swap in the Garden* at Genrich's Garden Center enabled bibliophiles to swap favorite summer reads, meet other book lovers, find new books, and learn more about the work and mission of the Friends of the Irondequoit Public Library. Genrich's extended their hours to host this event, and drinks and ice cream were available at Earl's Coffee Bar. Attendees also had the opportunity to stroll the greenhouse for plantings, visit the cutting garden to take home their own bouquet!

The event exceeded everyone's expectations and was a resounding success. A total 50 - 60 people attended throughout the evening. The Friends of the Irondequoit Public Library have tentatively scheduled another for October 14th.

Jen Sally from the Friends of the Irondequoit Public Library reports:

"The event was a really heartwarming success last week - it was great to witness people connecting over their love of books and plants. Genrich's proved to be the perfect partner for this initiative (thank you, Patricia for the idea!).

From start to finish, they were committed to the vision, supported the cause and elevated the experience. They also generously donated to FIPL, which wasn't necessary by any means, but deeply appreciated. There was excellent buzz from the community from the moment we rolled it out, so much so that we did close registration within a week of promotion. I know

now that we have more wiggle room next time. There was also excellent feedback from the social posts from the community and in real time that evening.

It was clear that the community craves more opportunities like these and Genrich's is interested in hosting another. I am working with the Genrich's team on some ideas for a Fall event and how we can improve or bolster the experience. The **tentative date is Wednesday, October 14th** with a spooky season flair! I am crafting Save the Date creative that I would like to rollout in mid-August - stay tuned. We will have time this round to push this out through the library in addition to the Friends group."

Irondequoit Public Library Foundation - Forthcoming Funding Requests

I am drafting a funding request to the Irondequoit Public Library Foundation for a budget to hire ASL interpreters whenever one is requested at a library program. This funding request will also include a budget to buy equipment that will automatically generate live captions for library programs whenever an ASL interpreter is not available. This equipment will consist of a cart specifically designed to secure a large screen TV, a computer loaded with live captioning software, and a Bluetooth enabled conference room microphone. The draft of the funding request will be shared with the Library Board's Executive Committee prior to being sent to the Irondequoit Public Library Foundation for consideration.

The Americans with Disabilities Act requires that public libraries make a good faith effort to provide sign language interpretation for library sponsored programs whenever a request is made.

For the last six years we have used grant funds provided by New York State Assembly Member Sarah Clark to offset the cost of hiring a sign language interpreter. These funds have recently run out, and the grant that was previously used is no longer available to us. The library is seeking the financial support of the Irondequoit Public Library Foundation to enable us to continue to provide these services.

Because ASL interpretation is only provided upon request, the annual expenditures for interpretation services can fluctuate significantly depending on the individual needs of our users, changing community demographics, and the library's programming lineup. So far in 2026, we have spent over \$1,100 on ASL interpretation, but there have also been years that we have had no requests for ASL interpretation.

I may also draft a funding request for locking display cases that will be used to showcase artwork from local artists. Many libraries provide the community with a secure space to display artwork like sculptures, pottery, paintings, photographs, and textiles. I have had a preliminary conversation with a prominent local artist who has expressed interest in helping to coordinate art displays. If this funding request is advanced to the Irondequoit Public Library Foundation, I will also draft an *Artwork Display Policy*.

Patron Satisfaction Survey - Update

I anticipate that the library staff and I will complete the draft patron satisfaction survey on Friday, August 14th. This survey was discussed at the Library Board retreat last January, and has been developed further through discussions with the People & Planning Committee. This

survey will gather patron demographic information and will focus on satisfaction relating to programs and interactions with staff at the service points. It will also guide the creation of subsequent surveys.

I anticipate emailing the draft survey to the People & Planning Committee on Friday this week, or early next week at the latest.

2027 Long Range Plan Goal - Brainstorming Session

I have been in contact with Laura Schiefer, Executive Director of Rochester Regional Library Council about facilitating a brainstorming session to develop our 2027 long range plan goal into objectives and action items. I would like two or three Library Trustees to attend. I also anticipate that several staff members and members of the community at large will be in attendance. If you are interested in participating and available one any of the dates listed below, please let me know. I would like to send a response to Laura by the end of the day on Friday, August 14.

Proposed meeting dates:

- Wednesday, December 2 at 6:30 PM
- Tuesday, December 8 at 6:30 PM
- Wednesday, December 9th at 6:30 PM

Laura will be providing her services for free. She will develop a preliminary survey for participants, lead a brainstorming session/focus group, and draft the summary and preliminary objectives/action items based on the group feedback.

The 2027 long range plan goal is: Contention around libraries and their perceived value.

Goal: IPL proactively demonstrates its value to the community and is seen as a positive asset by stakeholders

Background: Currently, there is increased contention around libraries and the perceived value they have with stakeholders. In today's political climate, censorship is again an issue and the library is uniquely positioned as a physical representation of this matter. Making sure to provide material relevant to all users including members of the Black and Indigenous People of Color and LGBTQ communities, often make libraries a target for those who disagree with inclusion and representation being a role of the library.

2. Town of Irondequoit

Updated 2027 Library Budget - Meeting with Town

The final figures for the budget lines the library determines are due to Diana Marsh on Monday, August 17th, though I have provided Diana Marsh with the partial preliminary draft of the 2027 budget that was shared at the last Library Board meeting. Over the next week Stephanie and I will review those documents again, and if necessary, recommend additional changes to the Finance Committee.

The library will be meeting with the Town Supervisor and Comptroller to present the initial draft of the budget lines we determine within the library's annual budget on **Friday, August 21**

at 9:00 AM in the Supervisor's office. In past years the President and chair of the Finance Committee participated in this meeting, but other trustees have attended as well. Please consider attending and let me know if you anticipate being present.

Unspent ARPA Funds - Spending Plan Forthcoming

Diana Marsh has asked the Irondequoit Public Library, along with town departments that received APRA funds, to draft a spending plan that outlines how any remaining APRA funds will be spent prior to the end of the year.

I am working with the library's programming staff to develop a spending plan that directs our unspent funds towards programs and purchases that are inline with the original expense. The unspent funds are the result of unanticipated cost savings and vendor/program presenter changes and cancellations. The revised ARPA spending plan will be shared with the Finance Committee prior to being sent to Diana.

SAMs Grant - Resumed Work on Grant Closeout

On Wednesday, August 5th Diana Marsh and the Finance Committee met via Zoom to discuss a number of items related to the library's finances. We discussed resuming work on closing out the SAMs grant that provided the funds for the children's library doors and HVAC repairs. New York State requires a number of banking documents that the Comptroller's office has more immediate access to. Diana and her staff have agreed to work directly with the representative from New York State which will help expedite the process.

3. Facilities Report

State Aid for Library Construction - Update

Last month I reported that a preliminary Construction Project Amendment Request was submitted to New York State outlining how we would like to spend the \$12,317.03 in savings from the original grant disbursement. After a more thorough review, New York State has requested some revisions to the document, which have been made. The Construction Project Amendment Request has been resubmitted along with a quote for the installation of additional lights. The quote was obtained with help from Erin MaGee, the Commissioner of Public Works. A copy of the Construction Project Amendment Request has been included with the Director Report as an item of information.

State Aid Available Through Assembly Member Clark's Office

On Wednesday, August 5th I met with the Assembly member Clark's Chief of Staff to get more information about the \$125,000 in state aid that is available to Irondequoit Public Library for renovations.

These funds must be spent on bondable items and renovations, which was described to me as items/renovations that have a lifespan of at least ten years. I proposed two projects to Assembly member Clark's staff, a revitalization of the 1839 Maker's Lab and a renovation of the teen library, both of which her office expressed support for funding. The 1839 Maker's Lab revitalization would include the purchase and installation of proper countertop work surfaces, storage for underneath the countertop, and if the funding parameters will permit, additional/new 3D printers, computers, and equipment. The renovation to the teen library

would include new restaurant booth style seating for the teens, and the purchase and installation of new shelving.

I am working with Emily Baker and Adriana Schubmehl to gather quotes and estimates for both projects. If the total for both projects does not reach \$125,00 after the preliminary costs are identified, the scope of work for each project might be expanded to make full use of the funds. The expanded scope of work might include a glass enclosure to create a meeting space for teens inside the teen library, and a bump out of the eastern wall in the 1839 Maker's Lab. It may also be possible that we could fund a third project such as the construction of a nursing/sensory room, or the installation of a single occupancy, family bathroom.

I have communicated to Assembly member Clark's office that we anticipate having a proposal ready in early or mid-September. Assembly Member Clark's office is using that time to research whether or not things like computers and 3D printers can be purchased with the funds. I will review the proposal with the Finance Committee prior to sending to to Assembly Member Clark.

4. Monroe County Library System

The Monroe County Library System Director Council did not meet in August. There are no major updates to report.

5. Personnel Report

A personnel report outlining the changes to the staff roster has been included with this report.

6. Financial Report & Vouchers

Stephanie will send copies of the vouchers to the Library Board.

7. Items of Information

1. *08 2026 Personnel Report*
2. *Updated Construction Project Amendment Request*
3. *Partial Preliminary 2027 Library Budget*
4. *July 2026 Meeting Rooms Report*

Items of Information

08 2026 Personnel Report

**Organizational Development Committee
August 2026 Employee Changes**

Melanie Isaac

New Hire: Part-Time Library Page

Notes: Melanie is an Irondequoit resident who is currently employed as a Library Clerk at East Irondequoit Middle School. She has prior customer service experience working for Wegmans and the Strong Museum of Play.

Melanie's start date was July 20, 2026.

Everleigh Stoffel

New Hire: Part-Time Library Page

Notes: Everleigh is a student at Irondequoit High School, an Irondequoit resident, and a lifelong user of Irondequoit Public Library. She also works as a Library page at the Henrietta Public Library.

Everleigh's start date was July 20, 2026.

Deborah Layton

New Hire: Part-Time Library Page

Notes: Deborah is an Irondequoit resident and is currently employed at the West Irondequoit School District. She has prior experience working in the medical field.

Deborah's start date was July 20, 2026.

Amelia Alexander

New Hire: On-Call/Substitute Library Clerk

Notes: Amelia comes to Irondequoit Public Library with experience working as a Library Aide at the Pittsford Community Library where she continues to work. She has previous experience working in roles adjacent to libraries; she previously worked for Barnes & Noble and Susquehanna University Press.

Amelia's start date was July 20, 2026.

Updated Construction Project Amendment Request

INSTRUCTIONS

DO NOT PRINT THIS PAGE

Completing the State Aid for Library Construction Amendment Request Form

The Construction Project Amendment Request form begins on the next page. Some of the project information has been pre-filled. Please review this information to verify that it is correct and complete the remaining sections as described below.

- **Original Total Project Cost:** the total amount of the original approved project including both award and library share.
- **Original Scope of Work:** A summary of the original scope of work for this project. This information is taken from the approved Project Narratives (Description of Project & Budget Narrative) in the application. **All activities of the original project that will be completed must also be included in the Amended Scope of Work section.**

Library/System representatives are required to fill out the following sections of the form:

- **Amended total Project Cost**
 - Provide the revised total project cost (original cost +/- amended work) including both award & library share, that includes the last 10% the library will receive after closing. **The Amended Total Project Cost should be the total of the entire project once complete. Cost estimates/ invoices are required for work being added to the project.**
- **Amended Scope of Work**
 - *If a school district owns the library building &/or site, the library must obtain OFP approval for project changes prior to the start of any work that is changed from the original OFP approved building permit.**
 - List all activities of the original approved project (see above Original Scope of Work) that will be completed **plus** any amended items (changes, items removed from the project &/or additions). The list should include all project elements that will be completed.

In some cases, there may be elements of the project that are not completed, and in others, additional work beyond the original approved scope of work will be added. Therefore, this section should describe the entire revised project (original work + all additional items/changes).
- **Reason for Changes**
 - Explain in detail the reason for the changes, withdrawn activities &/or additions to the previously approved project. This might include safety reasons, to expend all funds, costs were higher than originally anticipated, contractor suggested changes including why, etc.
- **Anticipated Project Completion Date**
 - Provide the date when all project activities will be completed. The project must still be completed by the statutory deadline.
- **Authorization**
 - Must be signed by an authorized library official (Director or Board President).

Once the amendment details have been entered, please print the form, and complete the Authorization section. The signed document must then be scanned and emailed to ldconstruction@nysed.gov, along with any supporting documentation (i.e., contractor quotes/bids, project photos, etc.).

Please be sure to include the library name and project number in the subject line of your email.

**New York State Library
Division of Library Development
Construction Project Amendment Request
State Aid for Library Construction**

Site/building owned
by School District

☐

Library Name: Irondequoit Public Library
Library System Name: Monroe County Library System
Project Number: 0386-25-1150
Project Title: Children's Library Programming Space

Total Project Costs

Original Total Project Cost: \$121,420

% of Funding: 30.64% Award Amt: \$37,200

Reduced Match ☐ Y ☒ N Library Shr: \$84,220

Required Total Project Cost: \$121,420

***Amended Total Project Cost: \$174,410**

*The Amended Total Project Cost should be the total of the entire project once complete, **award & library share, original scope + amended scope of work.**

Building is over 50 years old ☐ Y ☒ N

Original Scope of Work

The original scope & project activities sections are completed by the NYS Library and should **not** be modified.

The Irondequoit Public Library is constructing a built-in stage for dedicated programming space within the existing children's library. This programming space will be used to host library coordinated children's programs for children birth through the end of fifth grade, and will include story times, music performances, visits by authors, costumed characters, and other performers and entertainers. This project will include:

- Construction and installation of a small permanent stage
- Replacement of existing lighting with dimmable lights
- Relocate children's library reference desk and shelving to allow for more seating in programming space
- Installation of new wiring, electrical socket, and network ports
- Installation of new lighting including spot lights and installation of decorative lights
- Installation of stage surround fixtures featuring woodland theme surrounding the stage and designating the entryway to the programming space
- Purchase of seating and furniture for use with renovated children's library programming space, especially for use as seating between the new built-in stage and existing bookshelves

Budget Narrative

The total cost for the children's library programming space is \$121,420, with \$37,200 being requested through the New York State Aid for Library Construction Program. The total project includes all of the following:

- Construction and installation of a small stage.
 - Vendor: Javen Construction
 - Construction Cost: \$13,200.
- Replacement of existing lighting with dimmable lights, any necessary rewiring associated with installation of dimmable lights and addition of new light switches. Installation of electrical socket and network port for relocated children's library reference desk. New lighting installed above the stage and seating area.
 - Vendor: Kaplan - Schmidt Electrical
 - Cost: \$15,000
- Purchase of seating and furniture for the new children's programming space
 - Vendor: Lakeshore Learning
 - Cost: \$9,000

- Design of woodland themed decorative fixtures for stage and entryway.
 - Vendor: Janice Davis Designs
 - Cost: \$14,000 -Library Share
- Fabrication, transport, and installation of woodland themed decorative fixtures surrounding the stage and entryway to the programming space. This includes 3% materials cost increase for work initiated in 2025 (\$2,046).
 - Vendor: Exhibits and More
 - Cost: \$70,220 -Library Share

Summary of Original Project Activities

- Install stage in Children's area
- Dimmable lighting
- Relocate reference desk and shelving
- Electrical
- Spot lights
- Decorative lights
- Stage surround fixtures
- Seating & furniture

Proposed Changes to the Construction Project

Amended Scope of Work

If the library building or site is owned by a School District or BOCES and the original total construction project cost is \$10,000 or more, the applicant must contact the [Office of Facilities Planning \(OFP\)](#) to obtain approval for any proposed project changes PRIOR to the work being started.

Include all activities of the original scope that will be included in the completed amended project **PLUS** changes, additions and activities withdrawn from the project. **Include a summarized list of all project activities.** Please upload pre-project photos to the online application Attachments page for any additional work.

Amended Total Project Cost

Original Final Cost: \$121,420 - Award Amount: \$37,200, Library Share: \$84,220

Revised Final Cost: \$174,410 - Award Amount: \$37,200, Library Share: \$137,210

Amended Scope of Work

The amended scope of work will include:

- Construction and installation of a small permanent stage
- ~~Replacement~~ Supplementation of existing lighting with dimmable lights
- **Change: Original lighting fixtures were no longer available and were replaced with dimmable pendant lighting equipped with LED bulbs purchased from Amazon.**
- Relocate children's library reference desk and shelving to allow for more seating in programming space
- Installation of new wiring, electrical socket, and network ports
- ~~Installation of new lighting including spotlights and installation of decorative lights~~
- Installation of stage surround fixtures featuring woodland theme surrounding the stage and designating the entryway to the programming space
- Purchase of seating and furniture for use with renovated children's library programming space, especially for use as seating between the new built-in stage and existing bookshelves
- **Change: Installation of bookshelf end panels with built-in signage**
- **Change: Installation of additional energy efficient, dimmable pendant lighting equipped with energy efficient LED bulbs on the north side of the children's library**

Amended Budget Narrative

The total cost for the children's library programming space is ~~\$121,420~~ **\$174,410**, with \$37,200 being requested through the New York State Aid for Library Construction Program. The total project includes all of the following:

- Construction and installation of a small stage.
 - ~~Vendor: Javen Construction~~
 - **Labor Vendor Change: Irondequoit Department of Public Works**
 - **Materials Vendor Change: Home Depot, Matthews & Fields**
 - ~~Construction Cost: \$13,200~~
 - **Construction Cost Change: \$1,002.79**
- ~~Replacement~~ Supplementation of existing lighting with dimmable lights, any necessary rewiring associated with installation of dimmable lights and addition of new light switches. Installation of electrical socket and network port for relocated children's library reference desk. New lighting installed above the stage and seating area. **Change: The existing lighting was not removed because original dimmable lighting fixtures were not available and alternate dimmable lighting fixtures could not be sourced that were bright enough to sufficiently light the area. Original dimmable lighting fixtures were replaced with dimmable pendant lighting equipped with energy efficient LED bulbs from Amazon. Spotlights were not installed because after work began it was determined that it would not be feasible to run wiring to the desired area. Because of these changes the library realized a savings of \$12,317.03, \$317 of the savings will be applied to the purchase of LED lighting fixtures from Amazon, and \$12,000 of the savings will be applied to the installation of additional dimmable pendant lighting equipped with energy efficient LED bulbs in the children's library by Kaplan – Schmidt Electrical.**
 - Vendor: Kaplan - Schmidt Electrical
 - **Materials Vendor Change: Amazon**
 - ~~Cost: \$15,000~~
 - **Cost Change: \$27,877.73**
- Purchase of seating and furniture for the new children's programming space
 - Vendor: Lakeshore Learning
 - ~~Cost: \$9,000~~
 - **Cost Change: \$8,319.48**
- Design of woodland themed decorative fixtures for stage and entryway.
 - Vendor: Janice Davis Designs
 - Cost: \$14,000 -Library Share
- Fabrication, transport, and installation of woodland themed bookshelf end panels and decorative fixtures surrounding the stage and entryway to the programming space. This includes 3% materials cost increase for work initiated in 2025 (\$2,046).
 - ~~Vendor: Exhibits and More~~
 - **Vendor Change: Mind the Gap**
 - ~~Cost: \$70,220 -Library Share~~
 - **Cost Change: \$123,210 -Library Share**

Summary of Amended Project Activities

- Install stage in Children's area
- **Change: Install bookshelf end panels -Library Share**
- **Change: Dimmable lighting, including installation of additional lights equipped with energy efficient LED bulbs**
- Relocate reference desk and shelving
- Electrical
- ~~Spot lights~~
- ~~Decorative lights~~

- Stage surround fixtures
- Seating & furniture

Reason for Changes

Specify reasons for changes to the project activities and/or to the total project costs.

Reason for change to work related to the construction and installation of stage:

- Javen Construction was unable to honor the quote provided for constructing the stage. The municipal department of public works was able to construct the stage using materials purchased through vendors they recommended (Home Depot and Matthew & Fields). These changes resulted in a cost savings of \$12,197.21.

Reason for change to work related to lighting and electrical:

- Lighting fixtures that were included in the original application were no longer available. Alternative lighting fixtures had to be purchased (Amazon). Electrical work came in \$216 over the quoted price in the original grant application.
- Because of the changes outlined in this document, a savings of \$12,317.03 will be realized. This figure (\$12,317.03) will be applied to the purchase and installation of additional LED pendant lights on the north side of the children's library.

Reason for change to seating and furniture:

- The final price came in \$680.52 lower than the price quoted in the original grant application due to a promotional offer that was not available at the time we obtained the original quote.

Reason for change to fabrication and installation of decorative fixtures:

- The original vendor, Exhibits and More, went out of business prior to the start of the project. Exhibits and More was located in western New York and offered lower installation and shipping related costs due to their close proximity to Irondequoit, NY. An alternative vendor was identified, Mind the Gap. Mind the Gap is located in New York City and has higher fabrication, shipping, and installation costs. This portion of the project was paid for entirely with local, non-grant funds.
- When obtaining quotes from alternative vendors a request for bookshelf end panels with built in wayfinding signage was included with the stage surround and entryway arches that can be found in the original quote. This portion of the project was paid for entirely with local, non-grant funds.

Anticipated Project Completion Date

Date must reflect completion of the entire project (all project activities). All work must be completed within the statutory deadline. No extensions can be granted beyond the statutory deadline.

December 31, 2026

Submit this form, photos and copies of contractor quotes/bids and/or invoices for the proposed changes electronically to: ldconstruction@nysed.gov

Authorization

This Construction Project Amendment Request is authorized by the library representative listed below.

GREG BENOIT

Name of Library Director or Board President (print/type)

LIBRARY DIRECTOR

Title/Position (print/type)

GB

Director or Board President Signature (sign)

Date

8/4/26

The following sections will be completed by the New York State Library

The requested changes to the original project as described in the above Amended Scope of Work is:

☐ Approved

☐ Denied

☐ Pending Final Decision

Comments

Name of NYSL Staff member

Date

Invoices for stage construction

***Note: Third invoice shows the return of one unneeded box of laminate flooring at \$63.23**

MATTHEWS & FIELDS LUMBER CO.

INVOICE

REPRINT

PO BOX 12587
ROCHESTER, NY 14612-0587

Route	ALL
Number	303977
Date	10/22/2025
Page	1

Bill-to: STOWNI
TOWN OF IRONDEQUOIT - PARKS
DEPT OF PARKS AND RECREATION
1280 TITUS AVENUE
***ROCHESTER, NY 14617

Ship-to: TEMP
TOWN OF IRONDEQUOIT - PARKS
1301 CAMP EASTMAN WAY
OFF ST PAUL
OFF LAKESHORE
IRONDEQUOIT, NY 14617

Reference #	Shipped	Sls	Terms	Tax Code	Doc #	Wh	Ship Via
1301 CAMP EAST	10/22/25	BLJ	2% 10 NET 30	NYMON	201548	01	OT

Item	Description	Shipped	UM	Price	UM	Extension
WHEN	WHEN Consisting of: CALL ABOUT HALF HOUR BEFORE DELIVERY CONTACT NAME: COSMO PHONE #: 585-704-9972	1	MN	.00	MN	.00
58AD	19/32 (5/8) 4X8 T&G ADVANTECH IMPROVED OSB FROM HUBER	6	SH	37.61	SH	225.66
HF2610	10' 2X6 KD HEMFIR	10	PC	7.30	PC	73.00
HF2612	12' 2X6 KD HEMFIR	4	PC	8.76	PC	35.04
O1816	16' 1X8 RED OAK CUT TO 1-12' AND 1-4'	2	PC	104.99	PC	209.98
CUTPC	CUTTING CHG PER CUT 1-12' AND 1-4' SEE #O1816	2	PC	1.00	PC	2.00

Merchandise	Misc	Tax	Freight	Total Due
545.68	.00	.00	.00	545.68

THANK YOU! WEBSITE: www.mflumber.com

Do not write below this line

Customer Copy

... Last Page

SOINV



01-303977





TOWN OF IRONDEQUOIT PARKS
2629 EAST RIDGE ROAD

INVOICE

Invoice #: 202367

Please pay from this invoice.

Account xxxx xxxx xxxx 9399

Transaction Date 11/07/25

Total Invoice Due
by 12/31/25 \$520.34

Balance Due if paid online
by 11/27/25 \$509.93

Customer #	Purchased By	Authorized By	Purchase Order/Job Name	Customer Agreement #
00016	PUSATERI COSMO	PUSATERI COSMO	LIBRARY	

Store / Register #: 1273, ROCHESTER, NY / 20

PRODUCT	SKU #	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
LP 22MIL MONTRouGE OAK 9X48	10141753420000100022	1.0000	EA	\$63.23	\$63.23
LP 22MIL MONTRouGE OAK 9X48	10141753420000100022	1.0000	EA	\$63.23	\$63.23
LP 22MIL MONTRouGE OAK 9X48	10141753420000100022	1.0000	EA	\$63.23	\$63.23
LP 22MIL MONTRouGE OAK 9X48	10141753420000100022	1.0000	EA	\$63.23	\$63.23
LP 22MIL MONTRouGE OAK 9X48	10141753420000100022	1.0000	EA	\$63.23	\$63.23
LP 22MIL MONTRouGE OAK 9X48	10141753420000100022	1.0000	EA	\$63.23	\$63.23
LP 22MIL MONTRouGE OAK 9X48	10141753420000100022	1.0000	EA	\$63.23	\$63.23
CPT SCREW NLS 1-1/4 PWTR CN STL 12PK	00001863030001400011	1.0000	EA	\$3.47	\$3.47
CPT STAIR EDG 1-1/8X144PWTR HMR ALUM	00005593240001400011	1.0000	EA	\$18.97	\$18.97
CPT SCREW NLS 1-1/4 PWTR CN STL 12PK	00001863030001400011	1.0000	EA	\$3.47	\$3.47

continued →

Questions ACCT MGR HOME DEPOT CREDIT SERVICES PHONE 1-800-395-7363
About Your (TTY: 711)
Account EMAIL WWW.HOMEDEPOT.COM/MYCOMMERCIALACCOUNT FAX 1-877-969-6751

NOTICE: SEE REVERSE SIDE FOR IMPORTANT INFORMATION Page 1 of 4 8 HP 7 This Account is Issued by Citibank, N.A.

↓ Please detach and return lower portion with your payment to ensure proper credit. Retain upper portion for your records. ↓



P.O. Box 790420
St. Louis, MO 63179

Your Account Number is xxxx xxxx xxxx 9399

Amount Due \$520.34

Due Date December 31, 2025

Invoice Number 202367

Amount Enclosed: \$

Please see reverse side to change your address.
Make Checks Payable to ▼

Invoice Enclosed

TOWN OF IRONDEQUOIT PARKS
2629 EAST RIDGE ROAD
ROCHESTER, NY 14622-3021

HOME DEPOT CREDIT SERVICES
DEPT. xx - xxxxxx9399
PO BOX 70293
PHILADELPHIA, PA 19176-0293



Remit payment and make checks payable to:
HOME DEPOT CREDIT SERVICES
DEPT. XX - XXXXXX9399
PO BOX 70293
PHILADELPHIA, PA 19176-0293

INVOICE

Invoice #: 202367 cont.

Account xxxx xxxx xxxx 9399
Transaction Date 11/07/25
Total Invoice Due
by 12/31/25 \$520.34
Balance Due if paid online
by 11/27/25 \$509.93

PRODUCT	SKU #	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
CPT SCREW NLS 1-1/4 PWTR CN STL 12PK	00001863030001400011	1.0000	EA	\$3.47	\$3.47
CPT SCREW NLS 1-1/4 PWTR CN STL 12PK	00001863030001400011	1.0000	EA	\$3.47	\$3.47
CPT SCREW NLS 1-1/4 PWTR CN STL 12PK	00001863030001400011	1.0000	EA	\$3.47	\$3.47
CPT SCREW NLS 1-1/4 PWTR CN STL 12PK	00001863030001400011	1.0000	EA	\$3.47	\$3.47
CPT STAIR EDG 1-1/8X144PWTR HMR ALUM	00005593240001400011	1.0000	EA	\$18.97	\$18.97
CPT STAIR EDG 1-1/8X144PWTR HMR ALUM	00005593240001400011	1.0000	EA	\$18.97	\$18.97

SUBTOTAL	\$520.34
TAX	\$0.00
SHIPPING	\$0.00
TOTAL	\$520.34

Early Pay Discount	\$10.41
Balance Due if paid online by 11/27/25	\$509.93

Please pay from this invoice.

The 2% early pay discount is applied to the purchase subtotal (excluding sales tax) on invoices paid online within 20 days of the transaction date.



TOWN OF IRONDEQUOIT PARKS
2629 EAST RIDGE ROAD

INVOICE

Invoice #: 4211006

Please pay from this invoice.

Account: xxxx xxxx xxxx 9399
Amount Due: \$0.00
Transaction Date: 11/13/25
Payment Due Date: 12/31/25

Customer #	Purchased By	Authorized By	Purchase Order/Job Name	Customer Agreement #
00016			LIBRARY	
Store / Register #: 1273, ROCHESTER, NY / 21				

PRODUCT	SKU #	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
LP 22MIL MONTRONGE OAK 9X48	10141753420000100022	1.0000	EA	\$63.23	-\$63.23

SUBTOTAL	-\$63.23
TAX	\$0.00
SHIPPING	\$0.00
TOTAL	-\$63.23

Please pay from this invoice.

Questions About Your Account	ACCT MGR	HOME DEPOT CREDIT SERVICES	PHONE	1-800-395-7363 (TTY: 711)
	EMAIL	WWW.HOMEDEPOT.COM/MYCOMMERCIALACCOUNT	FAX	1-877-969-6751

NOTICE: SEE REVERSE SIDE FOR IMPORTANT INFORMATION Page 1 of 2 HP 13 This Account is Issued by Citibank, N.A.

Please detach and return lower portion with your payment to ensure proper credit. Retain upper portion for your records.



P.O. Box 790420
St. Louis, MO 63179

Your Account Number is xxxx xxxx xxxx 9399

Amount Due: \$0.00
Due Date: December 31, 2025
Invoice Number: 4211006

Invoice Enclosed

Amount Enclosed: \$

Please see reverse side to change your address.
Make Checks Payable to ▼

TOWN OF IRONDEQUOIT PARKS
2629 EAST RIDGE ROAD
ROCHESTER, NY 14622-3021

HOME DEPOT CREDIT SERVICES
DEPT. xx - xxxxxx9399
PO BOX 70293
PHILADELPHIA, PA 19176-0293

Invoice for alternate dimmable lighting from Amazon



Invoice # 1LRT-G4C7-HXV7 | October 21, 2025

For customer support, visit www.amazon.com/contact-us.

Invoice summary

Payment due by November 20, 2025

Item subtotal before tax	\$ 344.70
Shipping & handling	\$ 6.99
Promos & discounts	(\$ 6.99)
Total before tax	\$ 344.70
Tax	\$ 0.00
Amount due	\$ 344.70 USD

Pay by

Electronic funds transfer (EFT/ACH/Wire)

Account name Amazon Capital Services, Inc
Bank name Wells Fargo Bank
ACH routing # (ABA) 121000248
Bank account # (DDA) 41630120375765987
SWIFT code (wire transfer) WFBUS6S

Check

Amazon Capital Services
PO Box 035184
Seattle, WA 98124-5184

Include Amazon invoice number(s) in the descriptive field of your electronic funds transfer payment, or
Email ar-businessinvoicing@amazon.com to submit your remittance detail.

Account # A24YL3KAA2852U

Payment terms Net 30

Purchase date 15-Oct-2025

Purchased by Irondequoit

Registered business name

Irondequoit Public Library

Bill to

Irondequoit Public Library
1290 Titus Avenue
Rochester, NY 14617

Ship to

Bookkeeper account
ATTN STEPHANIE SCHUBMEHL
1290 TITUS AVE
ROCHESTER, NY 14617-4125

Invoice details

	Description	Qty	Unit price	Item subtotal before tax	Tax
1	GLOBE Electric 64906 1-Light Pendant, Matte Black, Black Woven Fabric Cord, E26 Base Socket, Kitchen Island, Café, Decorative, Ceiling Hanging Light Fixture, Modern, Vintage, Bulb Not Included ASIN: B00HX2EVHG Order # 113-2224172-2104262	22	\$11.49	\$252.78	0.000%



Invoice

Invoice # 1LRT-G4C7-HXV7

Description	Qty	Unit price	Item subtotal before tax	Tax
2 GLOBE Electric 64906 1-Light Pendant, Matte Black, Black Woven Fabric Cord, E26 Base Socket, Kitchen Island, Café, Decorative, Ceiling Hanging Light Fixture, Modern, Vintage, Bulb Not Included ASIN: B00HX2EVHG Sold by: Amazon.com Services, Inc Order # 113-2224172-2104262	8	\$11.49	\$91.92	0.000%
3 Promotions & discounts			(\$6.99)	0.000%
4 Shipping & handling			\$6.99	0.000%
			Total before tax	\$344.70
			Tax	\$0.00
			Amount due	\$344.70

FAQs

How is tax calculated?

Visit <https://www.amazon.com/gp/help/customer/display.html?nodeId=G202036190>

How are digital products and services taxed?

Visit <https://www.amazon.com/gp/help/customer/display.html?nodeId=T18ikShu13no6ZK3jZ>

When will I get a refund for undelivered items?

You can expect to get your refund within 7 calendar days after we receive confirmation that your package was undeliverable (exclusions apply).

Invoice including bookshelf end panels



Mind The Gap, Inc.
75 Huntington St
Brooklyn, NY 11231

INVOICE

DATE:
Invoice #

November 18, 2025
4439

Bill To:

Irondequoit Public Library
Attn. Greg Benoit
1290 Titus Ave.
Rochester, NY 14617

Job Number:

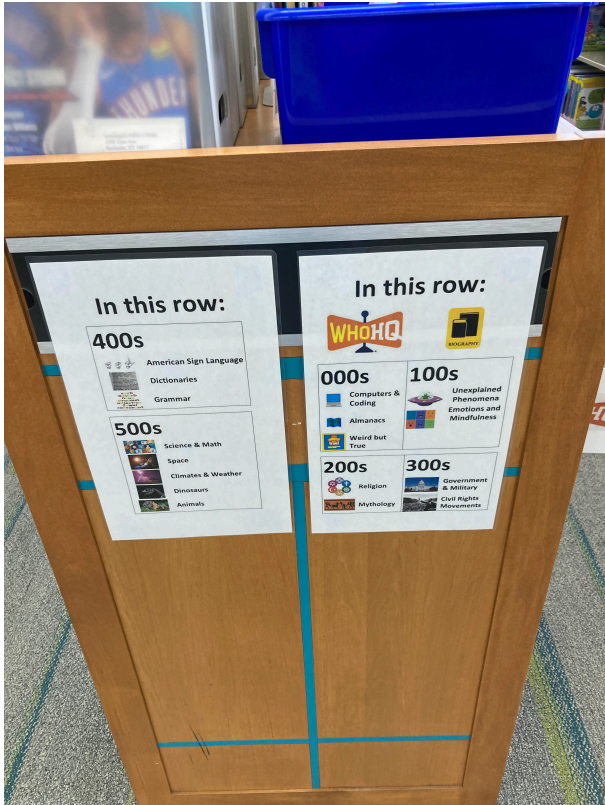
#25036 - Irondequoit Library

				Terms:
				Due on Receipt
DESCRIPTION	Item Total	Deposit %	Taxable	Total
Ceiling Tree Canopy Pieces ; QTY [47]	\$10,730.00	25%		\$ 2,682.50
Proscenium Tree Canopy Pieces	\$6,350.00	25%		\$ 1,587.50
Tree Trunks ; QTY [2]	\$7,380.00	25%		\$ 1,845.00
Green Window Accent Acrylic Pieces	\$2,380.00	25%		\$ 595.00
Sittable Reading Nooks ; QTY [2]	\$18,650.00	25%		\$ 4,662.50
Entrance Tree Trunks and Tops ; QTY [6]	\$15,480.00	25%		\$ 3,870.00
Endcaps ; QTY [35]	\$28,930.00	25%		\$ 7,232.50
Animals for Entrance Trees ; QTY [52]	\$7,510.00	25%		\$ 1,877.50
One Way Delivery and Tool Return	\$3,000.00	25%		\$ 750.00
Installation Labor	\$15,800.00	25%		\$ 3,950.00
Travel Cost Estimate	\$2,500.00	25%		\$ 625.00
Project Management	\$4,500.00	25%		\$ 1,125.00
				\$ -
			Subtotal	\$ 30,802.50
			NY State Tax	\$ -
			Total	\$ 30,802.50

Any payments more than 30 days past due are subject to a
%1.5 per month late payment charge
Payments via Credit Card will incur a 3.5% processing fee.
[Click Here to Pay Via Credit Card](#)

Bookshelf end panel before and after pictures

Before



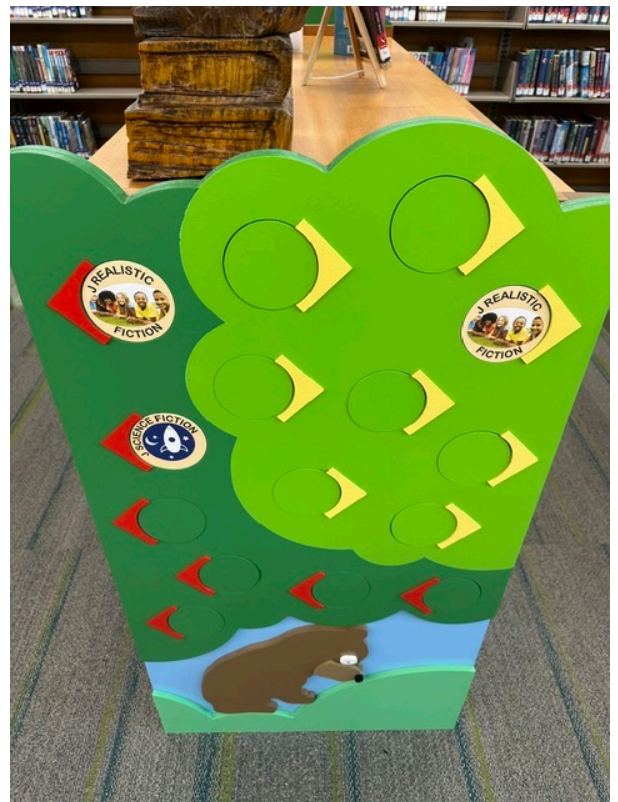
After



Before



After



Before



After



Proposed electrical work to be completed using unspent funds

KAPLAN-SCHMIDT ELECTRIC, INC.

Electrical Contractors

50 Saginaw Drive

Rochester, NY 14623

(585) 328-0130

Proposal

Page 1 of 1
pagesTO: TOWN OF IRONDEQUOIT
1280 TITUS AVENUE
IRONDEQUOIT NEW YORK 14617

JOB NUMBER:

DATE:

7/20/2026

ATTENTION:
ERIN MAGEE

RE:

CHILDRENS AREA LIGHT FIXTURES

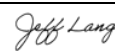
We hereby submit specifications and estimates for:

INSTALL 15 PENDANT LIGHT FIXTURES IN THE CHILDRENS AREAS. PENDANT FIXTURES TO BE SUPPLIED BY THE TOWN. PROVIDE CONDUIT AND WIRE NEEDED TO INSTALL FIXTURES. ALL WORK IS FIGURED ON "A" SHIFT. NO TAXES OR BONDS ARE INCLUDED IN THE PROPOSAL.

TOTAL:

\$12,000.00*We Propose hereby to furnish material and labor – complete in accordance with the above specifications, for the sum of:
Twelve Thousand and 00/100 ----- Dollars (\$12,000.00).**Payment will be made as follows:*

Net 30 days. All unpaid invoices over 30 days past due shall be subject to a 1 ½% monthly (18% annual) service charge.

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance.Authorized
Signature:

Note: This proposal may be withdrawn by us if not accepted within 45 days.

Acceptance of Proposal -

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature:

Signature:

Date of Acceptance:

Proposed lighting fixtures to be installed using unspent funds

***Note: These are the dimmable same fixtures that were used in lieu of replacing the existing lighting fixtures in the original scope of work.**

Delivering to Rochester 14607
Update location

Industrial & Scientific ▾

Search Amazon

EN ▾

All Health AI Amazon Haul Medical Care ▾ Amazon Basics Best Sellers Prime ▾ New Release

Industrial & Scientific Janitorial & Facilities Safety Supplies Medical Supplies Food Service Diagnostic Equipment

Save 20% with Trade-in
Terms apply



Tools & Home Improvement › Lighting & Ceiling Fans › Ceiling Lights › Pendant Lights



3+



[Click to see full view](#)

Globe Electric 64906 1-Light Pendant, Matte Black, Black Woven Fabric Cord, E26 Base Socket, Kitchen Island, Café, Decorative, Ceiling Hanging Light Fixture, Modern, Vintage, Bulb Not Included

[Visit the Globe Electric Store](#)

4.7 (901)

Amazon's Choice

50+ bought in past month

\$14⁰⁴

Get \$50 off instantly: Pay \$0.00 \$14.04 upon approval for Amazon Visa. No annual fee.

Get **Fast, Free Shipping** with [Amazon Prime](#)

[FREE Returns](#)

Available at a lower price from [other sellers](#) that may not offer free Prime shipping.

Color: **Matte Black**

Size: **1 Light**

Brand Globe Electric

Color Matte Black

Material Metal

Style Without Bulb

Light Pendant

fixture

form

About this item

- **ACCENT LIGHT:** a perfect accent light for any space, this minimalist design is a versatile update for traditional and modern homes alike - add an oversized bulb for a super trendy look, the bigger the better.
- **ADJUSTABLE:** fully adjustable woven fabric cord lets you customize the length to your lighting needs and desired look
- **DIMMABLE:** fully dimmable with compatible dimmer switch to create the perfect atmosphere (dimmer switch sold separately)
- **EASY INSTALL:** includes all mounting hardware for quick and easy installation - Can be installed on a sloped or vaulted ceiling
- **BULB REQUIREMENTS:** 1x E26/ Medium Base 60W Bulb (sold separately)

› [See more product details](#)

🚩 [Report an issue with this product or seller](#)

Frequently bought together

Before picture of the area where lighting fixtures will be installed using unspent funds



Before

Partial Preliminary 2027 Library Budget

Summary	Budget 2025	Actual 2025	Budget 2026	2025 - 2026 % Change	Current 2026 Standing*	Budget 2027	2026 - 2027 % Change	2026 - 2027 Change in \$
Salaries	\$ 1,224,192.00	\$ 1,187,531.92	\$ 1,279,720.55	4.54%	\$ 485,401.93	\$ 1,323,442.01	3.42%	\$ 43,721.46
Employee Benefits	\$ 507,914.00	\$ 552,463.39	\$ 565,685.00	11.37%	\$ 214,604.76	\$ 629,139.71	11.22%	\$ 63,454.71
Library Materials	\$ 180,000.00	\$ 182,361.60	\$ 164,029.00	-8.87%	\$ 48,632.68	\$ 164,029.00	0.00%	\$ -
Operating minus materials	\$ 376,375.00	\$ 436,369.96	\$ 411,469.00	9.32%	\$ 129,930.69	\$ 149,027.27	-63.78%	\$ (262,441.73)
Financing	\$ 623,800.00	\$ 623,800.00	\$ 621,650.00	-0.34%	\$ 492,625.00	\$ -	-100.00%	\$ (621,650.00)
Capital Expenses	\$ 59,002.00	\$ 47,149.99	\$ 63,050.36		\$ 86,524.21	\$ -		\$ (63,050.36)
Total Expenses	\$ 2,971,283.00	\$ 3,029,676.86	\$ 3,105,603.91	4.52%	\$ 1,457,719.27	\$ 2,265,637.99	-27.05%	\$ (839,965.92)
Library Income	\$ 118,860.00	\$ 125,756.45	\$ 106,187.00	-10.66%	\$ 44,793.40	\$ 109,800.00	3.40%	\$ 3,613.00
From Fund Balance					\$ -			\$ -
Tax Levy	\$ 2,793,421.00	\$ 2,793,421.00	\$ 2,937,894.00	5.17%	\$ 2,937,894.00	\$ 2,155,837.99	-26.62%	\$ (782,056.01)
Total Revenue	\$ 2,912,281.00	\$ 2,919,177.45	\$ 3,044,081.00	4.53%	\$ 2,982,687.40	\$ 2,265,637.99	-25.57%	\$ (778,443.01)

Personnel Budget	Budget 2025	Actual 2025	Budget 2026	2025 - 2026 % change	Current 2026 Standing*	Budget 2027	2026 - 2027 % Change	2026 - 2027 Change in \$
Professional								
L005-L5741000-510000-7410 Full-time	\$ 462,875.00	\$ 452,368.89	\$ 530,488.84	14.61%	\$ 197,090.03	\$ 549,055.95	3.50%	\$ 18,567.11
L005-L5741000-510200-7410 Part-time	\$ 71,439.00	\$ 63,285.49	\$ 57,577.00	-19.40%	\$ 9,830.15	\$ 59,589.93	3.50%	\$ 2,012.93
L005-L5741000-510009 Full-time Longevity	\$ 5,850.00	\$ 5,850.00	\$ 5,950.00	1.71%		\$ 5,300.00	-10.92%	\$ (650.00)
Clerical								
L005-L5741000-510000-7415 Full-time	\$ 294,535.00	\$ 290,372.15	\$ 258,954.76	-12.08%	\$ 111,179.44	\$ 268,018.18	3.50%	\$ 9,063.42
L005-L5741000-510200-7415 Part-time	\$ 312,550.00	\$ 312,549.60	\$ 339,368.00	8.58%	\$ 140,665.84	\$ 351,238.37	3.50%	\$ 11,870.37
Pages								
L005-L5741000-510200-7420	\$ 55,318.00	\$ 50,822.91	\$ 69,381.95	25.42%	\$ 19,723.52	\$ 71,810.31	3.50%	\$ 2,428.36
Full-time overtime (Sundays)								
L005-L5741000-510002	\$ 14,997.00	\$ 9,283.00	\$ 15,000.00	0.02%	\$ 5,643.77	\$ 15,429.27	2.86%	\$ 429.27
Misc								
L005-L5741000-510025 Hospitalization Reimbursement	\$ 6,628.00	\$ 2,999.88	\$ 3,000.00	-54.74%	\$ 1,269.18	\$ 3,000.00	0.00%	\$ -
Total Salaries	\$ 1,224,192.00	\$ 1,187,531.92	\$ 1,279,720.55	4.54%	\$ 485,401.93	\$ 1,323,442.01	3.42%	\$ 43,721.46
L005-741000-580100 Retirement	\$ 147,906.00	\$ 147,906.00	\$ 148,153.00	0.17%	\$ 35,591.54	\$ 163,258.96	10.20%	\$ 15,105.96
L005-741000-580200 Social Security	\$ 75,900.00	\$ 70,393.00	\$ 78,423.00	3.32%	\$ 28,515.36	\$ 82,380.19	5.05%	\$ 3,957.19
L005-741000-580300 Medicare Tax	\$ 17,751.00	\$ 16,463.59	\$ 18,342.00	3.33%	\$ 6,668.95	\$ 19,266.33	5.04%	\$ 924.33
L005-741000-580400 Health Insurance	\$ 159,506.00	\$ 211,980.40	\$ 205,379.00	28.76%	\$ 99,478.01	\$ 238,747.22	16.25%	\$ 33,368.22
L005-741000-580420 Health Insurance Retirees	\$ 100,141.00	\$ 99,631.23	\$ 108,588.00	8.44%	\$ 43,139.65	\$ 117,753.00	8.44%	\$ 9,165.00
L005-741000-580470 Sect. 105 (HRA)	\$ 1,000.00		\$ 1,000.00	0.00%	\$ -	\$ 1,400.00	40.00%	\$ 400.00
L005-741000-580900 Workers' Comp	\$ 5,210.00	\$ 5,834.00	\$ 5,800.00	11.32%	\$ 1,211.25	\$ 5,834.00	0.59%	\$ 34.00
L005-741000-580700 Unemployment	\$ 500.00	\$ 255.17	\$ 500.00	0.00%	\$ -	\$ 500.00	0.00%	\$ -
Total Benefits	\$ 507,914.00	\$ 552,463.39	\$ 565,685.00	11.37%	\$ 214,604.76	\$ 629,139.71	11.22%	\$ 63,454.71
TOTAL PERSONNEL SERVICES	\$ 1,732,106.00	\$ 1,739,995.31	\$ 1,845,405.55	6.54%	\$ 700,006.69	\$ 1,952,581.72	5.81%	\$ 107,176.17

Operating Budget	Budget 2025	Actual 2025	Budget 2026	2025 - 2026 % change	Current 2026 Standing*	Budget 2027	2026 - 2027 % Change	2026 - 2027 Change in \$
L005-741000-540500 Books and Transcripts	\$ 180,000.00	\$ 182,361.60	\$ 164,029.00	-8.87%	\$ 48,632.68	\$ 164,029.00	0.00%	\$ -
L005-741000-540900 Computer Software Licensing	\$ 19,887.00	\$ 20,705.61	\$ 23,754.00	19.44%	\$ 16,554.94	\$ 21,376.27	-10.01%	\$ (2,377.73)
L005-741000-541000 Conference/Training	\$ 3,500.00	\$ 2,559.92	\$ 3,200.00	-8.57%	\$ 2,269.44	\$ 3,200.00	0.00%	\$ -
L005-741000-541200 Contracted Services	\$ 5,000.00	\$ 3,116.75	\$ 5,000.00	0.00%	\$ 1,321.11	\$ 1,000.00	-80.00%	\$ (4,000.00)
L005-741000-541800 Insurance Premium	\$ 30,594.00	\$ 31,712.00	\$ 34,096.00	11.45%	\$ 16,668.00		-100.00%	\$ (34,096.00)
L005-741000-542100 Leasing - Copier	\$ 4,164.00	\$ 5,009.30	\$ 4,791.00	15.06%	\$ 5,410.68		-100.00%	\$ (4,791.00)
L005-741000-542500 Maintenance - Computer	\$ 500.00	\$ -	\$ 500.00	0.00%	\$ 500.00	\$ 500.00	0.00%	\$ -
L005-741000-542510 MCLS Costshares	\$ 76,332.00	\$ 76,282.10	\$ 77,477.00	1.50%	\$ -	\$ 81,351.00	5.00%	\$ 3,874.00
L005-741000-542550 Maintenance - Copier	\$ 1,600.00	\$ 4,618.88	\$ 3,510.00	119.38%	\$ 3,510.00		-100.00%	\$ (3,510.00)
L005-741000-543500 Mileage	\$ 200.00	\$ 246.26	\$ 200.00	0.00%	\$ 127.90	\$ 300.00	50.00%	\$ 100.00
L005-741000-543600 Miscellaneous Expenses	\$ 500.00	\$ 1,164.86	\$ 500.00	0.00%	\$ 283.00	\$ 500.00	0.00%	\$ -
L005-741000-543610 Credit Card Fees	\$ 5,850.00	\$ 13,918.97	\$ 11,500.00	96.58%	\$ 5,776.19	\$ 14,000.00	21.74%	\$ 2,500.00
L005-741000-543800 Postage & Mailing	\$ 400.00	\$ 331.45	\$ 400.00	0.00%	\$ 19.65	\$ 300.00	-25.00%	\$ (100.00)
L005-741000-543900 Printing Services	\$ 1,000.00	\$ 786.43	\$ 1,000.00	0.00%	\$ -	\$ 1,000.00	0.00%	\$ -
L005-741000-544080 Prof Services - Programming	\$ 5,500.00	\$ 5,059.18	\$ 5,500.00	0.00%	\$ 2,389.33	\$ 5,500.00	0.00%	\$ -
L005-741000-544150 Prof Services - Legal	\$ 1,725.00	\$ 2,187.50	\$ 5,000.00	189.86%	\$ 2,250.00	\$ 3,500.00	-30.00%	\$ (1,500.00)
L005-741000-545700 Supplies - Office & Computer	\$ 14,195.00	\$ 8,990.03	\$ 10,400.00	-26.73%	\$ 3,335.38	\$ 8,500.00	-18.27%	\$ (1,900.00)
L005-741000-545760 Supplies - Library Processing	\$ 9,000.00	\$ 6,987.23	\$ 8,500.00	-5.56%	\$ 1,499.54	\$ 7,000.00	-17.65%	\$ (1,500.00)
L005-741000-546500 Supplies - Other Misc.	\$ 1,000.00	\$ 541.92	\$ 1,000.00	0.00%	\$ 277.87	\$ 1,000.00	0.00%	\$ -
L005-741000-547500 Gas & Electric	\$ 53,000.00	\$ 70,707.54	\$ 57,000.00	7.55%	\$ 23,795.40		-100.00%	\$ (57,000.00)
L005-741000-547550 Telephone	\$ 6,900.00	\$ 2,187.28	\$ 2,120.00	-69.28%	\$ -		-100.00%	\$ (2,120.00)
L005-741000-547600 Water	\$ 2,000.00	\$ 2,079.32	\$ 2,030.00	1.50%	\$ 1,700.00		-100.00%	\$ (2,030.00)
L005-741000-549200 Gen Admin Charges (Maintenance Chargeback)	\$ 133,528.00	\$ 177,177.43	\$ 153,991.00	15.32%	\$ 42,242.26		-100.00%	\$ (153,991.00)
TOTAL OPERATING	\$ 556,375.00	\$ 618,731.56	\$ 575,498.00	3.44%	\$ 178,563.37	\$ 313,056.27	-45.60%	\$ (262,441.73)

Financing Budget	Budget 2025	Actual 2025	Budget 2026	2025 - 2026 % change	Current 2026 Standing*	Budget 2027	2026 - 2027 % Change	2026 - 2027 Change in \$
L005-L5971000-560100 Principal on Bonds	\$ 355,000.00	\$ 355,000.00	\$ 360,000.00	1.41%	\$ 360,000.00		-100.00%	\$ (360,000.00)
Subtotal Principal	\$ 355,000.00	\$ 355,000.00	\$ 360,000.00	1.41%	\$ 360,000.00	\$ -	-100.00%	\$ (360,000.00)
L005-L5971000-570100 Interest on Bonds	\$ 268,800.00		\$ 261,650.00	-2.66%	\$ 132,625.00		-100.00%	\$ (261,650.00)
Subtotal Interest	\$ 268,800.00	\$ 268,800.00	\$ 261,650.00	-2.66%	\$ 132,625.00	\$ -	-100.00%	\$ (261,650.00)
TOTAL FINANCING	\$ 623,800.00	\$ 623,800.00	\$ 621,650.00	-0.34%	\$ 492,625.00	\$ -	-100.00%	\$ (621,650.00)

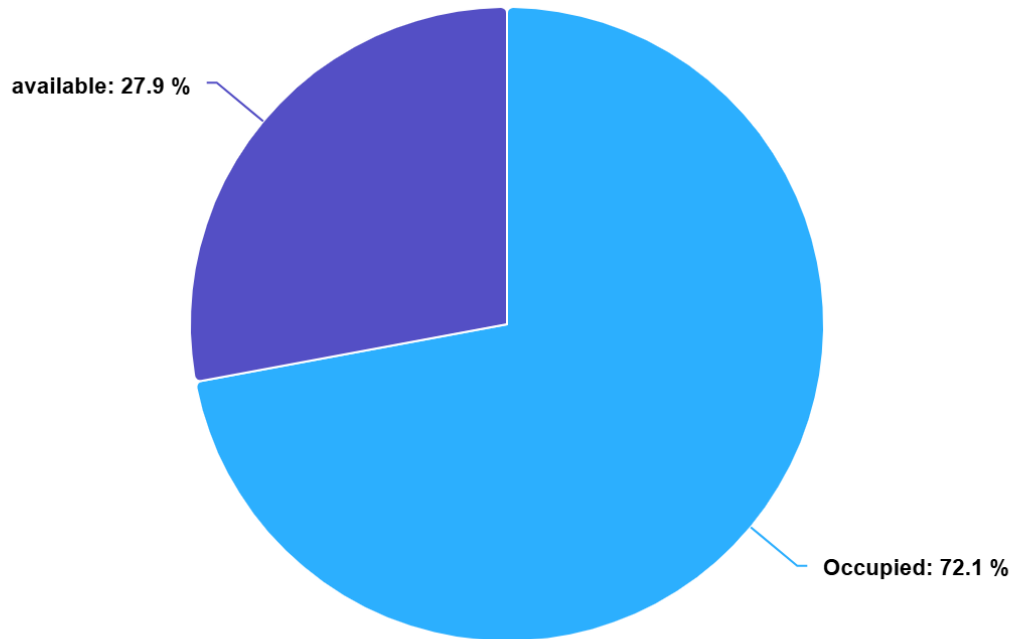
Capital Budget	Budget 2025	Actual 2025	Budget 2026	2025 - 2026 % change	Current 2026 Standing*	Budget 2027	2026 - 2027 % Change	2026 - 2027 Change in \$
L005-741000-520190 Cap Impv. - Other Mis	\$ 59,002.00	\$ 47,149.99	\$ 63,050.36	6.86%	86,524.21	\$ -		\$ (63,050.36)
L005-741000-521350 Equipment - Office			\$ -			\$ -		\$ -
Total Capital Purchases	\$ 59,002.00	\$ 47,149.99	\$ 63,050.36	6.86%	\$86,524.21	\$ -		\$ (63,050.36)

Income	Budget 2025	Actual 2025	Budget 2026	2025 - 2026 % change	Current 2026 Standing*	Budget 2027	2026 - 2027 % Change	2026 - 2027 Change in \$
L005-L5741000-420800 Fines	\$ 28,260.00	\$ 31,082.83	\$ 17,717.00	-37.31%	\$6,807	\$17,700.00	-0.10%	\$ (17.00)
L005-L5741000-438890 State Aid (LLSA)	\$ 14,600.00	\$ 16,913.60	\$ 14,600.00	0.00%	\$1,695	\$ 14,600.00	0.00%	\$ -
L005-L5741000-427000 Miscellaneous Income	\$ 76,000.00	\$ 77,760.02	\$ 73,870.00	-2.80%	\$36,291	\$ 77,500.00	4.91%	\$ 3,630.00
L005-L5741000-427010 Refund of Prior Year Expenses							0.00%	\$ -
L005-L5741000-450310 Interfund Transfers								\$ -
From Fund Balance								\$ -
L005-L5741000-410010 Town of Irondequoit (property taxes)	\$ 2,793,421.00	\$ 2,793,421.00	\$ 2,937,894.00	5.17%	\$2,937,894		-100.00%	\$ (2,937,894.00)
GRAND TOTAL LIBRARY INCOME	\$ 2,912,281.00	\$ 2,919,177.45	\$ 3,044,081.00	4.53%	\$ 2,982,687.40	\$ 109,800.00	-96.39%	\$ (2,934,281.00)

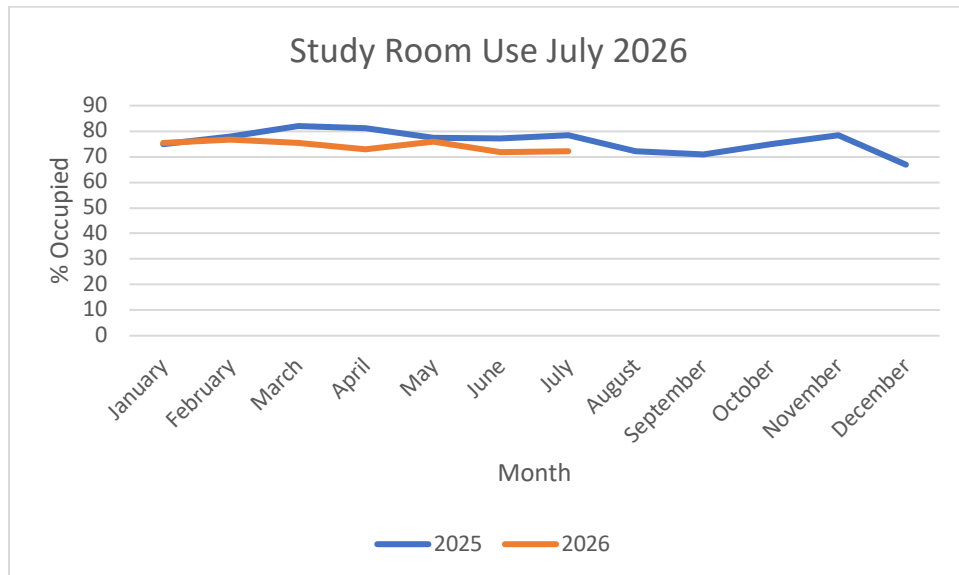
July 2026 Meeting Rooms Report

Meeting and Study Room Reservations July 2026

Study Rooms (Second Floor) Aggregate Occupancy Ratio Wednesday, July 1, 2026 - Friday, July 31, 2026

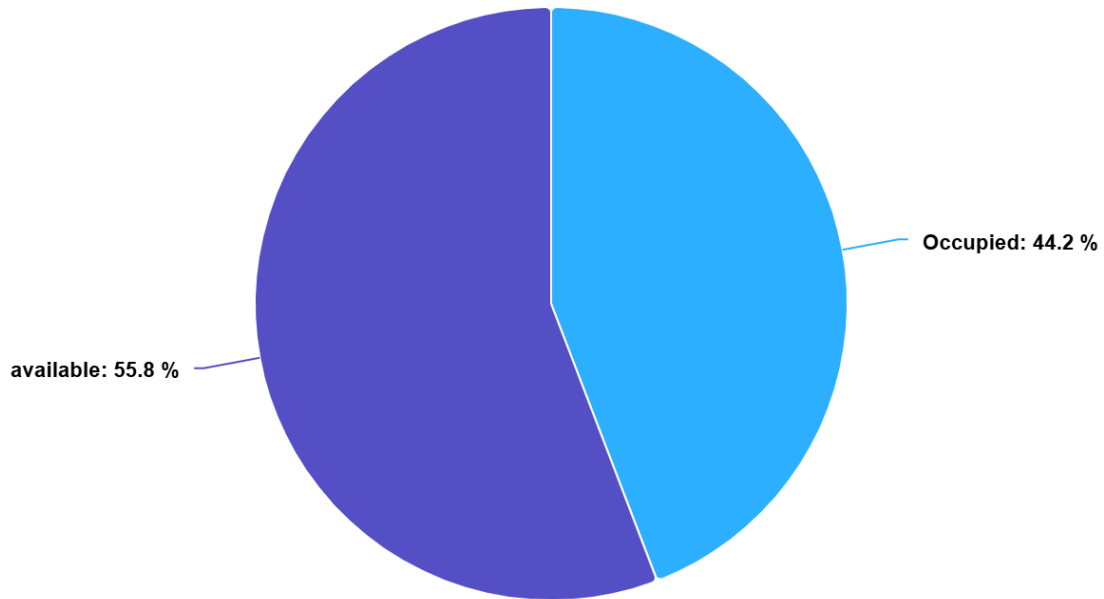


Average Booking Duration for July: 2 hours, 6 minutes
Number of Bookings: 639



Meeting Rooms (First Floor)

Aggregate Occupancy Ratio Wednesday, July 1, 2026 - Friday, July 31, 2026



Average Booking Duration for July: 2 hours, 54 minutes
Number of Bookings: 142

