



March 24, 2025 7:15 PM

Board Meeting

1. *Agenda: Approval or Changes
2. *Minutes of the February 24, 2025 meeting.
3. Public Comment
4. Boar
5. d Comment
6. Treasurer's Report
 - A. February 2025 Financial Statement
 - B. *Warrants
 - #2025-05 February 24, 2025 \$145,140.94
 - #2025-06 March 7, 2025 \$452,892.39
7. Friends' Report
8. Director's Report
 - A. Public Service -Jim Foster
 - B. Planning / Communication -Rebecca Verhayden
 - C. General Updates -Alex Gutelius
9. Committee Reports
10. Old Business
11. New Business
 - A. *Credit Card Resolution
 - B. *SALS 2025 Construction Grant
 - C. *Staff Development Night Closure Recommendation
12. Executive Session

* Items so marked are action items



February 24, 2025 7:15 PM

Present: Brown, Megan; Cantore, Mathew; DiGianni, Jason; Dugan, Suzanne; McMunn, Maria; Meyer, Stephen; Mogor, Cornelia; Srinivasan, Purushothaman; Wise, Russ. Also present were Jim Foster and Joe Gaug Attorney.

Absent: Tom Madison, Ed Rodger

Teleconference: Alex Gutelius

Guest: Susan Flint, John Criscone

The meeting was called to order at 7:16 PM by Mr. Cantore.

AGENDA: Mr. Cantore presented the February agenda for approval with two additional items. Under Committee Reports add Item A. Legislative Committee Report. Under New Business add Item C. Sexual Harassment Prevention Training for Trustees. A **Motion** was made by Ms. Brown, seconded by Mr. Srinivasan, to approve the agenda as amended. The **Motion** passed unanimously by those present.

MINUTES:

A **Motion** was made by Mr. Meyer, seconded by Ms. McMunn to accept the January 27, 2025, minutes as sent. The **Motion** passed unanimously by those present. Ms. Brown, Ms. Dugan and Mr. Wise chose to abstain.

PUBLIC COMMENT: None

BOARD COMMENT: None

TREASURER'S REPORT:

Presentation of the 2024 Audit:

John Criscone of Cusack & Company was present to review the summary results and answer any questions about the 2024 audit. Mr. Criscone noted the audit went very well. Staff was easy to work with and provided all information in a timely manner. He noted it was a clean audit. No new accounting policies were adopted and the application of existing policies was not changed during 2024. All significant transactions have been recognized in the financial statements in the proper period. There were no



sensitive disclosures affecting the financial statements and the financial statement disclosures are neutral, consistent, and clear. They encountered no significant difficulties in dealing with management in performing and completing the audit. Finally, he noted the current year recommendations. Their recommendations were to initial and date all monthly bank statements and reconciliations as per the Library's internal control policy. He noted the status of the prior year recommendations. They recommended reviewing and updating the Employee Handbook. That item has been resolved. They recommended reviewing employee vacation accrual balances. The status of this is unresolved. They recommended all required civil service documents should be placed in each employee personnel file upon hiring. This item is resolved. They recommended Revenue donations should be recorded in the revenue account instead of netting them in an expense account. This item is unresolved. Management is making the proper changes for all the unresolved items noted in the report. Mr. Criscone noted the Library does an excellent job managing their internal controls. He thanked Ms. Gutelius and her staff, specifically Ms. Oddo for all their timely preparation and cooperation during the audit. The Board of Trustees accepted the 2024 audit as presented.

Mr. Meyer presented the Financial Statements for December 2024 and January 2025. The December 2024 and January 2025 Financial Statements were reviewed and received for audit. He noted the January 2025 expenses included the costs for professional services from Synthesis Architects and the payment for the audit.

The January 23, 2025, warrant for \$760,159.19 was presented for approval. A **Motion** was made by Mr. Meyer, seconded by Mr. Wise to approve the January 23, 2025, warrant. The **Motion** passed unanimously by those present. The reviewer for the January 23, 2025, warrant was Mr. Cantore. It was noted this warrant included the bank transfer from Key Bank.

The January 31, 2025, warrant for \$476,282.11 was presented for approval. A **Motion** was made by Ms. McMunn, seconded by Ms. Dugan to approve the January 31, 2025, warrant. The **Motion** passed unanimously by those present. The reviewer for the January 31, 2025, warrant was Mr. Cantore. It was noted this warrant included the bond payment for the Town of Clifton Park.

The February 10, 2025, warrant for \$153,230.74 was presented for approval. A **Motion** was made by Mr. DiGianni, seconded by Ms. McMunn to approve the February 10, 2025, warrant. The **Motion** passed unanimously by those present. The reviewer for the February 10, 2025, warrant was Mr. Madison.



Mr. Meyer noted in December 2024 we had \$15.05 in anonymous donations and \$500 from Kevin Kralovic and in January 2025 we had \$100 in honor of Malie Smith, \$25 from Sharon DiLorenzo, and \$150 in memory of Blake Michael Hagner for the children's library.

THE FRIENDS: Mr. Foster gave the following report:

1. The FOL continue work on monthly programs for the TTOB. The Natural History of Wildlife as captured by Trail Cameras by George Steele-A TTOB event will be held on March 23 at 2pm. They are also hosting What's Wild in my Backyard? Sunday, April 27 at 2pm and a trip to the Zoo is in the works for June. More info coming soon.
2. The FOL Crafters Supplies Give & Take will be held on April 11-13.

DIRECTOR'S REPORT: Mr. Foster gave the following report on Public Service:

1. Mr. Foster noted there are now five book clubs being offered. The Banned Book Club was very well attended last month.
2. Tax season is in full swing. Federal and State forms are available in the café area. AARP volunteers are here and currently all appointments are filled.
3. Staff will be hosting a number of events on March 7-8 to celebrate National Genealogy Day.
4. The Shenendehowa Middle School Jazz bands will be performing on March 14 at 10am and Diane Payette will be here for her annual St. Patrick's Day program on March 16 at 2pm.

DIRECTOR'S REPORT: Mr. Foster gave the following report on Communications:

1. Mr. Foster reported there were huge increases in engagement on Social Media in January. The Reel of the new front door, featuring Tad, was very popular.
2. We are offering patrons the option to scan a QR code for a digital copy of our program brochure. As of February 18, 20 people scanned the QR code for the digital version.
3. The Seed Library was very popular and closed two weeks early due to demand. All 600 packets of seeds were given out.



DIRECTOR'S REPORT: Ms. Gutelius gave the following report:

1. The Annual Report for the State has been submitted to SALS.
2. Ms. Gutelius updated trustees on the construction projects. Both the front door and the children's library projects are nearing completion. The Lactation Room is now open. The Front Entrance doors are making the library more energy efficient and are keeping the cold out of the library.
3. Ms. Gutelius shared positive feedback from a patron regarding the Scratch classes her child attended during break week.
4. Ms. Gutelius noted the Director's Goals were included in the board packet. She noted that three contracts will be addressed this year; Janitorial, Grounds Maintenance, and Auditing.

COMMITTEE REPORTS:

POLICY COMMITTEE: No Report

PUBLIC RELATIONS: No Report

LONG RANGE PLANNING: No Report

PERSONNEL COMMITTEE: No Report

BUILDINGS AND GROUNDS: No Report

FINANCE AND AUDIT: No Report

LEGISLATION: Mr. Wise gave the following report:

Mr. Wise noted the in-person and virtual advocacy visits to legislatures were well attended. He noted the recommendations from NYLA included increased funding requests for library aid, construction aid, library materials, and NOVELny.

OLD BUSINESS: None



NEW BUSINESS:

Open Meeting Law

The Board discussed an updated report on Open Meeting Law and the various options that are available for meetings. The Board decided no action was necessary at this time.

2024 Annual Report for Public and Association Libraries

Ms. Gutelius presented the Annual Report for Public and Association Libraries for 2024. Ms. Mogor requested an update to her email address. Ms. Brown made the **Motion** seconded by Ms. Dugan to approve the Annual Report for Public and Association Libraries for 2024 as amended. The **Motion** passed unanimously by all present.

Sexual Harassment Prevention Training for Trustees

Ms. Gutelius shared that trustees have an opportunity to complete their annual Sexual Harassment Prevention training through SALS. Library staff will complete their annual training through Paychex.

There being no further business, Ms. Brown made the **Motion**, seconded by Mr. Srinivasan, to adjourn the meeting. The **Motion** passed unanimously by those present, and the meeting adjourned at 8:19PM.

The next scheduled Board Meeting is Monday, March 24, 2025, at 7:15pm.

**Clifton Park-Halfmoon Public Library
Financial Statement February 2025**

Percentage of Year: 16.67%

<i>RECEIPTS</i>	<i>Adopted Budget</i>	<i>Adj Budget</i>	<i>Modified</i>	<i>February</i>	<i>YTD as % of</i>		
	<i>Jan 25</i>		<i>Budget</i>		<i>YTD</i>	<i>Budget</i>	<i>Variance</i>
Governmental Income							
4010 Town of Clifton Park	\$3,492,091.00	\$0.00	\$3,492,091.00	\$3,492,093.19	\$3,492,093.19	100.00%	\$2.19
4020 Town of Halfmoon	\$1,759,469.00	\$0.00	\$1,759,469.00	\$0.00	\$1,759,469.96	100.00%	\$0.96
4040 LLSA	\$18,132.00	\$0.00	\$18,132.00	\$0.00	\$0.00	0.00%	-\$18,132.00
4030 Bullet Aid	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
Subtotal	\$5,269,692.00	\$0.00	\$5,269,692.00	\$3,492,093.19	\$5,251,563.15	99.66%	-\$18,128.85
Grants							
4110 SALS Programming	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
4130 NYS Education	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
4150 DFY Municipal	\$3,600.00	\$0.00	\$3,600.00	\$0.00	\$0.00	0.00%	-\$3,600.00
4160 Friends - Specified	\$9,000.00	\$0.00	\$9,000.00	\$197.55	\$197.55	2.20%	-\$8,802.45
4170a Saratoga Arts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
4170b Construction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
4175 Construction Grant Challenge	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
4170 Other Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
Subtotal	\$12,600.00	\$0.00	\$12,600.00	\$197.55	\$197.55	1.57%	-\$12,402.45
Donations							
4210 Patron Donations	\$2,000.00	\$0.00	\$2,000.00	\$28.75	\$153.75	7.69%	-\$1,846.25
4220 Friends - Unspecified	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
4230 Commemorative	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00	0.00%	\$150.00
4240 Other Donations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
Subtotal	\$2,000.00	\$0.00	\$2,000.00	\$28.75	\$303.75	15.19%	-\$1,696.25
Interest							
4310 Investment Income	\$40,000.00	\$0.00	\$40,000.00	\$0.00	\$0.00	0.00%	-\$40,000.00
4320 Unrealized Gain/Loss on Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
4330 Bank Interest Income	\$30,000.00	\$0.00	\$30,000.00	\$3,988.82	\$4,706.95	15.69%	-\$25,293.05
Subtotal	\$70,000.00	\$0.00	\$70,000.00	\$3,988.82	\$4,706.95	6.72%	-\$65,293.05
Other Income							
4410 Fines	\$0.00	\$0.00	\$0.00	\$131.00	\$293.44	0.00%	\$293.44
4420 Library Fees - Lost & Damaged	\$5,000.00	\$0.00	\$5,000.00	\$335.60	\$943.29	18.87%	-\$4,056.71
4431 Emp Books	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
4440 Copier	\$10,500.00	\$0.00	\$10,500.00	\$904.60	\$1,777.75	16.93%	-\$8,722.25
4450 Other	\$750.00	\$0.00	\$750.00	-\$7.75	\$998.55	0.00%	\$248.55
Subtotal	\$16,250.00	\$0.00	\$16,250.00	\$1,363.45	\$4,013.03	24.70%	-\$12,236.97
Total Receipts	\$5,370,542.00	\$0.00	\$5,370,542.00	\$3,497,671.76	\$5,260,784.43	97.96%	-\$109,757.57
Applied Fund Balance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
Subtotal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
Total Receipts including Appropriations	\$5,370,542.00	\$0.00	\$5,370,542.00	\$3,497,671.76	\$5,260,784.43	97.96%	-\$109,757.57

**Clifton Park-Halfmoon Public Library
Financial Statement February 2025**

Percentage of Year: 16.67%

DISBURSEMENTS	Adopted Budget	Adj Budget	Modified	February	YTD	YTD as % of	
	Jan 25		Budget			Budget	Variance
Personnel							
7010 Salaries - Personnel	\$2,604,396.00	\$0.00	\$2,604,396.00	\$188,516.69	\$248,664.28	9.55%	\$2,355,731.72
7013 Contracted Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	0.00%	\$1,000.00
7200 Benefits - Insurance	\$254,000.00	\$0.00	\$254,000.00	-\$3,415.48	\$62,494.53	24.60%	\$191,505.47
7270 Employee Public Relations	\$5,000.00	\$0.00	\$5,000.00	\$358.15	\$1,139.11	22.78%	\$3,860.89
7300 Benefits - Taxes	\$150,000.00	\$0.00	\$150,000.00	\$13,719.63	\$17,799.29	11.87%	\$132,200.71
7400 Benefits - Retirement	\$310,000.00	\$0.00	\$310,000.00	\$0.00	\$75,156.25	24.24%	\$234,843.75
7500 Benefits - Other - Pass through	\$0.00	\$0.00	\$0.00	\$258.49	(\$3,193.20)	0.00%	\$3,193.20
Subtotal	\$3,324,396.00	\$0.00	\$3,324,396.00	\$199,437.48	\$402,060.26	12.09%	\$2,922,335.74
Library Materials							
6010 Books	\$163,200.00	\$0.00	\$163,200.00	\$6,757.67	\$12,513.29	7.67%	\$150,686.71
6020 Periodicals	\$18,360.00	\$0.00	\$18,360.00	\$801.99	\$7,519.33	40.95%	\$10,840.67
6030 AV	\$56,100.00	\$0.00	\$56,100.00	\$3,086.06	\$4,420.15	7.88%	\$51,679.85
6050 Digital Resources	\$122,400.00	\$0.00	\$122,400.00	\$19,320.63	\$29,174.80	23.84%	\$93,225.20
60000 Other	\$900.00	\$0.00	\$900.00	\$23.98	\$68.93	0.00%	\$831.07
Subtotal	\$360,960.00	\$0.00	\$360,960.00	\$29,990.33	\$53,696.50	14.88%	\$307,263.50
Facility & Equipment							
6110 Bldg Svc Contracts	\$220,000.00	\$0.00	\$220,000.00	\$9,242.18	\$26,174.94	11.90%	\$193,825.06
6130 Office Equip	\$10,000.00	\$0.00	\$10,000.00	\$860.00	\$860.00	8.60%	\$9,140.00
6140 Facility Insurance	\$46,000.00	\$0.00	\$46,000.00	\$0.00	\$46,600.00	101.30%	-\$600.00
6150 Repairs - Bldg & Equipment	\$32,000.00	\$0.00	\$32,000.00	\$131,703.59	\$148,157.03	462.99%	-\$116,157.03
6160 Equipment Lease Expense	\$28,000.00	\$0.00	\$28,000.00	\$2,095.17	\$4,332.61	15.47%	\$23,667.39
61000 Other Fac & Equip	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
Subtotal	\$336,000.00	\$0.00	\$336,000.00	\$143,900.94	\$226,124.58	67.30%	\$109,875.42
Other Programs							
6200 Programs	\$48,815.00	\$0.00	\$48,815.00	\$2,557.21	\$4,826.05	9.89%	\$43,988.95
6510 Automation	\$230,000.00	\$0.00	\$230,000.00	\$26,172.42	\$48,122.99	20.92%	\$181,877.01
6515 Custodial Supp	\$9,000.00	\$0.00	\$9,000.00	\$657.66	\$1,582.89	17.59%	\$7,417.11
6520 Elections	\$2,900.00	\$0.00	\$2,900.00	\$0.00	(\$41.49)	-1.43%	\$2,941.49
6521 Insurance - D & O	\$2,003.00	\$0.00	\$2,003.00	\$0.00	\$2,125.00	106.09%	-\$122.00
6525 Membership Dues	\$4,600.00	\$0.00	\$4,600.00	\$0.00	\$194.00	4.22%	\$4,406.00
6530 Office & Lib Supplies	\$21,500.00	\$0.00	\$21,500.00	\$2,563.07	\$4,305.38	20.03%	\$17,194.62
6540 Postage & Freight	\$5,100.00	\$0.00	\$5,100.00	\$566.93	\$603.99	11.84%	\$4,496.01
6545 Professional Services	\$33,660.00	\$0.00	\$33,660.00	\$50.00	\$46,476.05	138.08%	-\$12,816.05
6551 PR & Printing	\$11,000.00	\$0.00	\$11,000.00	\$387.99	\$445.99	4.05%	\$10,554.01
6556 Travel & Continuing Ed	\$17,000.00	\$0.00	\$17,000.00	\$257.78	\$290.71	1.71%	\$16,709.29
6575 Utilities	\$98,000.00	\$0.00	\$98,000.00	\$9,070.51	\$15,933.53	16.26%	\$82,066.47
6576 Building Security	\$127,015.00	\$0.00	\$127,015.00	\$20,882.77	\$20,624.31	16.24%	\$106,390.69
6581 Other Operational	\$5,000.00	\$0.00	\$5,000.00	\$188.18	\$525.08	10.50%	\$4,474.92
Subtotal	\$615,593.00	\$0.00	\$615,593.00	\$63,354.52	\$146,014.48	23.72%	\$469,578.52
Bonds							
6610 Town of Clifton Park	\$492,668.00	\$0.00	\$492,668.00	\$0.00	\$455,905.80	92.54%	\$36,762.20
6620 Town of Halfmoon	\$240,925.00	\$0.00	\$240,925.00	\$0.00	\$0.00	0.00%	\$240,925.00
Subtotal	\$733,593.00	\$0.00	\$733,593.00	\$0.00	\$455,905.80	62.15%	\$277,687.20
Other Expense Types							
8000 Unrecoverable Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
Subtotal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
Total Disbursements	\$5,370,542.00	\$0.00	\$5,370,542.00	\$436,683.27	\$1,283,801.62	23.90%	\$4,086,740.38

**Clifton Park-Halfmoon Public Library
Financial Statement February 2025**

Percentage of Year: 16.67%

<i>Cash - Bank Balances</i>	
1040 Petty Checking	\$426.00
1050 Petty Cash	\$719.67
1051 Key Checking	\$86,086.37
1052 Key MM Savings	\$99,410.50
1055 Pioneer Checking	\$185,539.36
1056 Pioneer MM Savings	\$5,358,398.21
1060 Unemployment Fund Bond	\$121,051.74
TTL CASH	\$5,851,631.85
1100 Accounts Receivable	\$51,462.73
12000 Undeposited Funds	\$735.62
13000 Prepaid Expense	\$0.00
Fixed Assets	\$0.00
TTL ASSETS	\$5,903,830.20
1071 Accrued credit card	\$0.00
2000 Accounts Payable	\$192,527.80
21000 Accrued Pay	\$0.00
24000 Payroll Liab	\$0.00
24100 Accrued Leave and Payroll	\$0.00
24103 Deferred Revenue	\$0.00
24200 Accrued Expense	\$0.00
TTL LIABILITIES	\$192,527.80
TTL EQUITY	\$5,711,302.40
	\$0.00
TTL LIAB & EQUITY	\$5,903,830.20

<i>Fund Balance Reconciliation</i>	
Year to Date Revenues	\$5,260,784.43
Year to Date Expenses	-\$1,283,801.62
Net Change	\$3,976,982.81

Appropriations	Prior Month Balance	Use of Fund	
		Balance	Current Balance
32000 Unappropriated Funds/ Unrestricted Net Assets	\$1,734,319.59	\$0.00	\$1,734,319.59
Fund Changes	\$1,734,319.59	\$0.00	\$1,734,319.59

Clifton Park-Halfmoon Public Library
Financial Statement February 2025

Percentage of Year: 16.67%

Net Fixed Assets				
	12/31/2024	12/31/2023	\$ Change	% Change
LAND	\$ 593,860.00	\$ 593,860.00	0.00	0%
LAND IMPROVEMENTS	\$ 169,800.00	\$ 27,091.00	142,709.00	526.78%
EQUIPMENT	\$ 77,257.00	\$ 23,977.00	53,280.00	222.21%
BUILDING	\$ 7,838,646.00	\$ 7,532,616.00	306,030.00	4.06%
TOTALS	8,679,563.00	\$ 8,177,544.00	502,019.00	6.14%

Reconciliation	
Prior Month Fund Balance	\$1,734,319.59
+ Net change (revenues - expenses)	\$3,976,982.81
Subtotal	\$5,711,302.40
- Total Cash	-\$5,851,631.85
Accounts Payable	\$192,527.80
Accounts Receivable	-\$51,462.73
Prepaid Expense	\$0.00
Accrued Payroll	\$0.00
Undeposited Funds	-\$735.62
Accrued Leave and Payroll	\$0.00
Accrued Expense	\$0.00
Payroll Liab	\$0.00
Credit Cards	\$0.00
Deferred Revenue	\$0.00
Fixed Assets	\$0.00
Balance	\$0.00



BE A COMMUNITY RESOURCE

Website & Social Media

- Engagement on social media. Facebook in particular, continues to be strong. Our overall reach was up 33% for February. The Stuffv Sleeover post was our most popular post and reached over 7,000 people.



Program Brochures

- The March/April Brochure was published on February 24. Throughout the month of March, we will be restocking the holders downstairs. Once we head in to April, we will scale back and only print as needed. We have printed 732 and had 10 QR Code scans and while it is only a small percentage, each scan saves 8 pieces of paper so it's an easy environmentally friendly option we can offer.

Public Comments

- We received two written comments in the past month that are thoughtful and recognize the work library staff are doing to fulfill the Library's mission and vision.

Thank you for remaining a free, safe space for people to learn and grow. Every time I peruse the rotation book suggestions or library picks, I am heartened that the CPH Library and its staff remained committed to the free sharing of books and information - especially in a time when these very things, plus facts, science, and libraries themselves are under attack. You are heroes - keep doing what you do!

We love the Library! You've made so many resources and activities accessible

Collections

- Two new items have been added to the activities collection this month. A Blu-Ray/DVD Player and a soil tester.
- Overall circulation remains somewhat flat. The use of DVDs continues to decline (about 25% from this time last year). Print circulation is flat and digital circulation is increasing (16%).



-
- The top 5 adult non-fiction titles checked out in February 2025 are*:
 1. Untamed by Glennon Doyle
 2. Hillbilly elegy: a memoir of a family and culture in crisis by J.D. Vance
 3. The audacity of hope: thoughts on reclaiming the American Dream by Barack Obama
 4. The demon of unrest: a saga of hubris, heartbreak, and heroism at the dawn of the Civil War by Erik Larson
 5. I'm mostly here to enjoy myself: one woman's pursuit of pleasure in Paris by Glynnis MacNicol

*not included are SAT prep books
 - The top 5 children's non-fiction titles checked out in February 2025 are:
 1. Guinness World Records
 2. Awesome LEGO creations with bricks you already have
 3. Minecraft. Gide to farming
 4. Minecraft. Guide to survival
 5. The unofficial guide to Minecraft mods
 - The top 5 DVDs (adult) checked out in February 2025 are:
 1. Conclave
 2. Here
 3. Beetlejuice Beetlejuice
 4. The critic
 5. Joker. Folie A deux

Programs

- 114 programs were offered in February, with over 5,000 people in attendance.
- There were children's programs offered each day of the February break week. One parent took the time to email the following thank you about the Coding with Scratch: Adventure Video Games program.

Good morning! Not a suggestion but a thank you- my sons both completed the Scratch class this week at the library. They looked forward to it everyday. We tried another half day camp this week at MiSci and they said this class was 100 times better. I was also so impressed with the students who taught the class- we went into the class on Friday to see what the our kids had learned and my one sons wasn't working and the high school students who taught the class sat and worked with him and were so patient and intentional with their speech- I was so impressed. It was an absolutely wonderful program and we will be keeping an eye out if it is offered again! Thanks for all that you do, we love our library!



OPERATE IN AN INNOVATIVE AND SUSTAINABLE MANNER

Visitors and Room Use

- Visitor numbers are down because the device that counts the entries and exits was not placed in an optimal position due to the construction. It has been moved and we feel that the numbers going forward will be more accurate.
- The number of walk-in room uses continues to grow, with a 24% increase over this time last year.

Sustainability Committee

- The Sustainability Committee continues to work to help the library operate in a more sustainable manner. They will be adding a compost bin to the staff kitchen, upgrading the recycling bins throughout the building, and are hosting a climate panel in April

INVEST IN PEOPLE

Student Volunteer Hours

- In 2024, student "Volunteens" did 184 hours of work at the Library. This does not include the Summer Volunteens or the ELL volunteers. The Library runs a program that allows teens a limited number of volunteer hours at the Library for organizations such as National Honor Societies. This program runs from October to June each year.

Tax Appointments/Tax Forms

- Federal and NY State tax forms have arrived and are available for patrons to pick up. Staff will print one copy of forms that are not distributed to libraries. Patrons may then make copies if so desired.
- All appointments are full through the end of the season. Tax appointments take place on Mondays and Saturdays from February through mid-April.

February Incidents

- 2-3-2025 Table dropped on staff member's toe
- 2-19-2025 Patron slipped on ice on ramp leading to sidewalk; no injury
- 2-22-2025 Disorderly patrons in computer area
- 2-24-2025 falling "snow gem" landed near patron
- 2-25-2025 Patrons engaged in inappropriate behavior in meeting room; asked to leave

**Clifton Park - Halfmoon Public Library
Program Statistics - February 2025**

Title	Date	Primary Event Type	Attendance	Adults	Teens	Children	Online Views
Read Ebooks for FREE on Your Kindle	February 14 2025	Adults	3	3			
Advanced Beginner English Language Learning (ELL)	February 04 2025	Adults	24	24			
Advanced Beginner English Language Learning (ELL)	February 11 2025	Adults	27	27			
Advanced Beginner English Language Learning (ELL)	February 25 2025	Adults	19	19			
Advanced Beginner English Language Learning (ELL)	February 05 2025	Adults	15	15			
Advanced Beginner English Language Learning (ELL)	February 12 2025	Adults	21	21			
Advanced Beginner English Language Learning (ELL)	February 26 2025	Adults	21	21			
All Abilities Art Club	February 12 2025	Adults	22	22			
Android Essentials	February 03 2025	Adults	3	3			
Android Essentials	February 10 2025	Adults	4	4			
Android Essentials	February 13 2025	Adults	4	4			
Appy Hour: Food and Cooking	February 24 2025	Adults	6	6			
Beginner English Language Learning (ELL)	February 04 2025	Adults	24	24			
Beginner English Language Learning (ELL)	February 11 2025	Adults	21	21			
Beginner English Language Learning (ELL)	February 25 2025	Adults	18	18			
Beginner English Language Learning (ELL)	February 05 2025	Adults	22	22			
Beginner English Language Learning (ELL)	February 12 2025	Adults	21	21			
Beginner English Language Learning (ELL)	February 26 2025	Adults	18	18			
CPH Website Scavenger Hunt	February 28 2025	Adults	1	1			
Crafty Adults: Embroidery as Mending	February 19 2025	Adults	11	11			
Download Ebooks, Audiobooks, & TV	February 18 2025	Adults	3	3			
ELL Craft Club	February 07 2025	Adults	6	6			
ELL Program Training	February 10 2025	Adults					
ELL Training: Citizenship	February 18 2025	Adults	1	1			
English Language Learning (ELL) Evening Class	February 04 2025	Adults	9	9			
English Language Learning (ELL) Evening Class	February 11 2025	Adults	8	8			
English Language Learning (ELL) Evening Class	February 25 2025	Adults	6	6			
Finding Information Online	February 27 2025	Adults	5	5			
Get FREE Audiobooks on Your Phone	February 10 2025	Adults	2	2			
HYBRID: Daytime Book Group	February 20 2025	Adults	9	9			
HYBRID: Meet-Cutes Book Group	February 25 2025	Adults	7	6			1
Inclisible Adult Games	February 13 2025	Adults	6	6			
Intermediate English Language Learning (ELL)	February 05 2025	Adults	11	11			
Intermediate English Language Learning (ELL)	February 12 2025	Adults	8	8			
Intermediate English Language Learning (ELL)	February 26 2025	Adults	10	10			
Intro to Chatting with Artificial Intelligence (AI)	February 03 2025	Adults	10	10			
Intro to Digital Wallets	February 12 2025	Adults	12	12			
Journaling for Adults	February 05 2025	Adults	13	9			4
One-on-One Tech Help	February 26 2025	Adults	1	1			
Paper Collage Flowers Make & Sip Party	February 12 2025	Adults	21	21			
Radiant Morning Yoga	February 05 2025	Adults	9	9			
Radiant Morning Yoga	February 19 2025	Adults	9	9			
Read Digital Newspapers at Home for FREE	February 21 2025	Adults	3	3			
Read With Pride Book Group	February 11 2025	Adults	2	2			
Seed Library	February 2025	Adults					
Silent Book Club	February 27 2025	Adults	17	17			
Tech Tutoring	Various	Adults	10	10			
Tech-Talk Webinar	February 12 2025	Adults	4	4			
Therapy Dogs for Adults	February 19 2025	Adults	24	24			

**Clifton Park - Halfmoon Public Library
Program Statistics - February 2025**

Title	Date	Primary Event Type	Attendance	Adults	Teens	Children	Online Views
Terrific Twos Story Time	February 04 2025	Children	27	13		14	
Veteran's Memorial Park Book Walk: Winter is Here	February 01 2025	Children					
Winterfest: Outdoor Story Time & Hot Cocoa	February 01 2025	Children	43	20		23	
Wonderful Walkers	February 07 2025	Children	33	18		15	
ZOOM: PJ Story Time	February 11 2025	Children	10	5		5	10
ZOOM: PJ Story Time	February 25 2025	Children	17	9		8	
AARP Tax Preparation Help	February 03 2025	Outreach	15	15			
AARP Tax Preparation Help	February 10 2025	Outreach	15	15			
AARP Tax Preparation Help	February 24 2025	Outreach	15	15			
AARP Tax Preparation Help	February 01 2025	Outreach	15	15			
AARP Tax Preparation Help	February 08 2025	Outreach	15	15			
AARP Tax Preparation Help	February 15 2025	Outreach	15	15			
AARP Tax Preparation Help	February 22 2025	Outreach	15	15			
Cheryl's Lodge Outreach	February 13 2025	Outreach	44	9	7	28	
Cheryl's Lodge Outreach	February 27 2025	Outreach	49	8	10	31	
Helping Hands Outreach	February 13 2025	Outreach	61	17		44	
Shen field trips	February 28 2025	Outreach	36	19		17	
Shen field trips	February 12 2025	Outreach	37	20		17	
Crafty Teens: Embroidery as Mending	February 19 2025	Teens	3		3		
Middle School Book Club: Millionaires for the Month	February 25 2025	Teens	8		8		
Monthly Teen Volunteer Hours	February 28 2025	Teens	52		52		
Paper Collage Flowers Make & Sip Party	February 12 2025	Teens	4		4		
Teen Craft Corner: Valentines	February 03 2025	Teens	81		81		
Teen Paint & Sip	February 24 2025	Teens	2		2		
Teen Place Coloring Pages	February 28 2025	Teens					
Therapy Dogs for Teens	February 13 2025	Teens	21	12	9		
VolunTEEN: Advisory Program (VTAP)	February 21 2025	Teens	16		16		
Winterfest 2025 Outreach	February 01 2025	General	65	35	5	25	
Take Your Child to the Library Day	February 01 2025	General					
Teen Open Mic Night	January 16 2025	Teens	5	2	3		

**Clifton Park-Halfmoon Public Library
2025 Activity Report**

	January	February	March	April	May	June	July	August	September	October	November	December	YTD 2025	YTD 2024
Programming														
<i>Number of Programs</i>														
Adult	77	63	0	0	0	0	0	0	0	0	0	0	140	94
Teen	6	9	0	0	0	0	0	0	0	0	0	0	15	26
Child 0-5	11	13	0	0	0	0	0	0	0	0	0	0	24	29
Child 6-11	22	17	0	0	0	0	0	0	0	0	0	0	39	41
General	4	2	0	0	0	0	0	0	0	0	0	0	6	4
One-on-One	6	10	0	0	0	0	0	0	0	0	0	0	16	8
Grab & Go	0	0	0	0	0	0	0	0	0	0	0	0	0	100
Asynchronous	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	126	114	0	0	0	0	0	0	0	0	0	0	240	302
<i>Attendance</i>														
Adult	989	576	0	0	0	0	0	0	0	0	0	0	1,565	1,446
Teen	89	187	0	0	0	0	0	0	0	0	0	0	276	319
Child 0-5	464	510	0	0	0	0	0	0	0	0	0	0	974	1,310
Child 6-11	3,060	3,883	0	0	0	0	0	0	0	0	0	0	6,943	7,143
General	229	65	0	0	0	0	0	0	0	0	0	0	294	557
One-on-One	6	11	0	0	0	0	0	0	0	0	0	0	17	9
Grab & Go	0	0	0	0	0	0	0	0	0	0	0	0	0	100
Asynchronous	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	4,837	5,232	0	0	0	0	0	0	0	0	0	0	10,069	10,884
Outreach														
Events / Programs	12	12	0	0	0	0	0	0	0	0	0	0	24	23
Attendance	716	332	0	0	0	0	0	0	0	0	0	0	1,048	984
<i>UeCPGGdug3!</i>														
Interlibrary Loan														
Borrowed	7,156	6,749	0	0	0	0	0	0	0	0	0	0	13,905	13,576
Loaned	3,000	2,632	0	0	0	0	0	0	0	0	0	0	5,632	6,916
TOTAL	10,156	9,381	0	0	0	0	0	0	0	0	0	0	19,537	20,492
Reference														
Ask Desk	2,507	2,439	0	0	0	0	0	0	0	0	0	0	4,946	5,287
Children's Library Desk	1,697	1,973	0	0	0	0	0	0	0	0	0	0	3,670	3,368
Computer Support	473	556	0	0	0	0	0	0	0	0	0	0	1,029	459
TOTAL	4,677	4,968	0	0	0	0	0	0	0	0	0	0	9,645	9,114
Museum Passes	51	49	0	0	0	0	0	0	0	0	0	0	100	78
Visitors	16,872	15,913	0	0	0	0	0	0	0	0	0	0	32,785	47,826
Room Use														
<i>Hours</i>														
Library Programs	206	270	0	0	0	0	0	0	0	0	0	0	476	474
Board/FOL/Staff	85	29	0	0	0	0	0	0	0	0	0	0	114	165
Outside Organizations	90	271	0	0	0	0	0	0	0	0	0	0	361	546
Room Checkouts	243	205	0	0	0	0	0	0	0	0	0	0	448	360
Outside Organization Meetings/Programs (<i>bookings</i>)	63	78	0	0	0	0	0	0	0	0	0	0	141	163
Collection Size (print & media)														
Added	844	771	0	0	0	0	0	0	0	0	0	0	1,615	1,803
Withdrawn	517	721	0	0	0	0	0	0	0	0	0	0	1,238	2,357
TOTAL	147,061	147,123	0	0	0	0	0	0	0	0	0	0	147,123	149,925

The Library's accounts at Key Bank have been closed, and therefore we no longer eligible to have credit cards with Key Bank. We currently have two Key Bank credit cards, one in Lisa Oddo's name and one in Alex Gutelius' name. Each credit card has a \$10,000 limit.

Pioneer Bank will provide credit cards to the Library. It is recommended that we get two cards, in Lisa Oddo's and Alex Gutelius' names, each with a \$15,000 limit.

Pioneer Bank requires the Board adopt the attached Resolution and Agreement in order for the credit card application to be processed.

**ORGANIZATION RESOLUTION AND AGREEMENT
FOR CREDIT CARD PROGRAM**

for Lisa Odo, who is the undersigned Recordkeeper
for Clifton Park Halfmoon Public Library, (the "Organization"),
a Library (type of entity) organized under the laws of New York (state), does hereby certify:

1. That he/she is the Secretary or Assistant Secretary, or an officer, partner, owner, principal, manager, member or other person having lawful custody of the official records of the above Organization (the "Recordkeeper") and is authorized to provide this document to UMB Bank, n.a. ("Bank").
2. That at a meeting of the governing body of the Organization duly held on _____ (date) and at which a quorum was present and acting throughout, or pursuant to the unanimous written consent of its members, the following Resolution and Agreement was duly adopted and approved and is currently in full force and effect, and has not been amended or rescinded:

RESOLVED, that a credit card authority for this Organization be established by the Designated Officer named in the section immediately below with UMB Bank, n.a., and that separate accounts and credit cards ("Cards") under said authority be opened and issued by Bank in the name of this Organization for use by employees and agents of this Organization who are identified from time to time by the Designated Officer, or by any successor to the Designated Officer identified from time to time by the Recordkeeper (or by the successor to the Recordkeeper), and that the Organization authorizes the use of the Cards in accordance with the Cardholder Agreement that is sent by Bank with the Cards; and

RESOLVED FURTHER, that Alexandra Gutelius is the Designated Officer referred to in the above section of this Resolution, and that the Designated Officer or any successor to the Designated Officer designated in writing by the Recordkeeper (or by a successor Recordkeeper) may from time to time: request that Cards be issued in the name of this Organization; request that the credit limits and purchase controls be changed on existing Cards issued in the name of this Organization; designate additional persons authorized to use Cards issued by Bank in the name of this Organization; request termination of use of existing Cards; and communicate other pertinent information to Bank; and

RESOLVED FURTHER, that the forgoing resolution shall remain in full force and effect until written notice of an amendment or rescission thereof is delivered to and received for by Bank; and

RESOLVED FURTHER, that the Recordkeeper be and he/she is hereby authorized and directed to certify to Bank this resolution and that the Recordkeeper signing this Resolution and Agreement or any person designated in writing by the Recordkeeper, is authorized to certify to the Bank the names and signatures of persons authorized to act on behalf of the Organization under the foregoing Resolution and Agreement, and from time to time hereafter, as additions to or changes in the identity of said Recordkeeper are made, such Recordkeeper or designee shall immediately report, furnish and certify such changes to the Bank, and shall submit to Bank a new incumbency certificate or other document reflecting such changes in order to make such changes effective; and

RESOLVED FURTHER, that the foregoing resolution was adopted in accordance with the governing documents of the Organization, and that such resolution is now in full force and effect.

IN WITNESS WHEREOF, the undersigned Recordkeeper has subscribed his or her name and, if appropriate or required, applied the seal of the Organization to this Resolution and Agreement as of this _____ day of _____, _____.

RECORDKEEPER

Signature by Secretary, Assistant Secretary, or other Person certifying to this Resolution and Agreement

Signature _____
Name (print): LISA ODO
Title (print): BUSINESS MANAGER

ADDITIONAL OFFICER

Signature by Second Person, certifying to incumbency of Recordkeeper

Signature _____
Name (print): ALEXANDRA GUTELIUS
Title (print): LIBRARY DIRECTOR

Affix Seal, if required by Organization's governing documents.

Guidelines for Completion for Customers that are U.S. legal entities:

- **Corporation:** The Recordkeeper signing above should be the corporate secretary or assistant secretary. The second person may be the Chairman, President, CEO, a Board member, the Treasurer or the CFO.
- **Partnership, Limited Liability Partnership, Limited Liability Company, or Sole Proprietor:** All general partners, all members, or the sole proprietor must sign this form, unless Organization's governing documents specify that a manager, managing general partner or other person may act. In any event, a second general partner or member must sign in the second place. Sole proprietors do not require a second signature.
- **Governmental Entity:** The Treasurer must sign in the first place, unless the Organization's charter specifies otherwise. The entity's Chairperson, Vice Chairperson, or Counsel must sign in the second place.

VISA BUSINESS CREDIT CARD APPLICATION

YOUR AGREEMENTS AND REPRESENTATIONS GOVERNING THIS CREDIT CARD APPLICATION

INTENT OF APPLICATION. The business entity (the "Company") identified on page 1 hereby requests UMB Bank, n.a., Kansas City, Missouri, or its successors or assigns ("UMB") to establish a credit card authority for the Company pursuant to which UMB will open one or more credit card accounts ("Account(s)") in the name of the Company and will issue one or more commercial credit cards or card numbers (each a "Card") to the Company and/or the employees or agents of the Company (collectively "Employees") to be used for Company related business, commercial or agricultural purposes. Each person who signs below or on a separate *Addendum for Business Owners* form on behalf of the Company represents that he or she is duly authorized by the Company to sign this Agreement and to bind the Company to the *Company's Agreement Concerning Card Issuance*, as set forth herein.

COMPANY'S AGREEMENTS CONCERNING CARD ISSUANCE. If UMB approves Company's request, UMB will inform the Company of the amount of the Company's credit card authority. UMB will rely on the information provided in this form and any attached sheets regarding (a) the number of Accounts to open; (b) the requested credit limit for each Account; (c) the identity of Employees whose names are to be printed on Cards, in addition to the Company's name; (d) where to send copies of the monthly statements for each Account; and (e) other pertinent information. UMB will then issue Cards in accordance with the credit authority established for the Company. Subsequently, the Company shall give UMB notice of the same information for additional Employees authorized to use Cards, requested changes in credit limits for Accounts, and of termination by the Company of an Employee's authorization to use a Card. A termination notice should be accompanied by the Employee's Card, cut in half. UMB will not be obligated to recognize changes, additions, deletions or other information contained in a notice until after receiving the notice and having had a reasonable period of time thereafter to act thereon. Upon the issuance of Cards, as set forth herein, (i) the Company, by using or authorizing Employees to use Cards, will be deemed to be in agreement, and will comply with all of the terms and conditions stated in the Cardholder Agreement that will accompany the Cards; (ii) the Company will instruct Employees who use Cards to use them in accordance with this Agreement; (iii) the Company will pay when due all charges made to each Account; (iv) UMB may answer questions and give information to others concerning UMB's credit experience with the Company.

The Company authorizes UMB to investigate the Company's creditworthiness and payment history and to otherwise verify the information contained in this form. The Company certifies that all information contained in this form is true and correct.

REQUIRED NOTICE. The Federal Equal Credit Opportunity Act prohibits creditors from discriminating against credit applicants on the basis of race, color, religion, national origin, sex, marital status, age (provided the applicant has the capacity to enter into a binding contract); because all or part of the applicant's income derives from any public assistance program; or because the applicant has in good faith exercised any right under the Consumer Credit Protection Act. The federal agency that administers compliance with this law concerning this creditor is the Bureau of Consumer Financial Protection, 1700 G Street NW, Washington DC 20006.

OFFICER / OWNER'S REPRESENTATIONS. Each Owner/Officer of the Business signing below or on a separate *Addendum for Business Owners* form certifies that: (1) the information provided in this Application with respect to the Business (including any attachments) is true, correct and complete in all material respects; (2) the personal information provided in this Application with respect to such Owner/Officer is true and correct; (3) the undersigned are authorized to submit this application on behalf of Business; and (4) UMB is hereby authorized, from time to time at its discretion, to check the credit history of Business and the personal credit and employment history of each person signing this application, and to answer questions about Bank's credit experience with Business and each such person.

GUARANTY. Each person signing below (a "Guarantor"), in his or her individual capacity (even though a title or other designation may be placed next to their signature) jointly and severally, unconditionally guarantees and promises to pay to UMB all indebtedness of the Company, identified above, at any time arising under or relating to any credit requested through this *VISA Business Credit Card Application*, as well as any extensions, increases or renewals of that indebtedness. Each Guarantor waives (i) presentment, demand, protest, notice of protest, and notice of non-payment; (ii) any defense arising by reason of any defense of the Company or other Guarantor, and (iii) the right to require UMB to proceed against the Company or any other Guarantor, to pursue any remedy in connection with the guaranteed indebtedness, or to notify Guarantor of any additional indebtedness incurred by the Company, or any changes in the Company's financial condition. Each Guarantor also authorizes UMB, without notice or prior consent, to (i) extend, modify, compromise, accelerate, renew, increase or otherwise change the terms of the guaranteed indebtedness; (ii) proceed against one or more Guarantors without proceeding against the Company or another Guarantor; and (iii) release or substitute any party to the indebtedness or this guaranty. Each Guarantor agrees (i) to pay UMB's costs and attorney's fees in enforcing this guaranty; (ii) this guaranty shall benefit UMB and its successors and assigns; and (iii) an electronic or facsimile of Guarantor's signature, in any capacity, may be used as evidence of Guarantor's agreement to the terms of this guaranty. This is a guaranty of payment and not of collection and the Guarantor's liability hereunder shall be primary, direct and immediate. This Guaranty shall be governed by and construed in accordance with the laws of the State of Missouri.

SIGNATURES

BY: _____
 Signature as Authorizing Officer of Business and as Guarantor
 Printed Name: Alexandra Gutelius
 Date Signed: _____

BY: _____
 Signature as Authorizing Officer of Business and as Guarantor
 Printed Name: Lisa Oodo
 Date Signed: _____

Bank Use Only: Branch Number _____ Associate _____
 Company's Aggregate Outstanding Credit of all cards issued not to exceed \$ _____

Overview

SALS is offering Construction Challenge Grants of up to \$5,000 per project to improve the function of member library buildings. The CPH Library has applied for and received these grants in past years for:

- ADA compliant doorways for staff entrance (2024)
- Sensory Room (2023)
- Children's Library Reading Nook (2022)
- Board Room Furniture (2021)
- ADA compliant doorways in administration areas (2020)
- Co-Lab technology (2018)

2025 Grant Application

Staff recommended the Library apply for funding to upgrade the audio visual equipment in the Computer Lab. The equipment is aging and is not providing the quality or reliability that is necessary to support modern programming needs.

The new equipment would include the following:

- Sony VPL-PHZ60 6000 Lumen Laser Projector (in-ceiling)
- Sonos in-ceiling speakers
- New screen
- Various switches and adaptors.

Computer classes for adults, children, and teens continue to gain in popularity. Staff have been offering classes ranging from introduction to computers to coding classes. The need for updated equipment to provide a good learning experience is essential.

The project costs are detailed below. The bulk of the cost is for the projector and the speakers. Matching funds are encouraged, but not required. We have detailed the cost of staff labor as matching funds. The application is due at SALS by March 31, 2025.

Recommendation

It is recommended that the Board approved the submission of a 2025 Construction Challenge Grant application for the upgrade of AV equipment in the Computer Lab.

Southern Adirondack Library System 2025 Challenge Grant Application

Budget:

In the "details" column, provide information on the item being budgeted for in this category.

Category	Project Funds Requested	In-Kind/Matching	Total	Details
Purchased Services			-	
Equipment	3,652.64		3,652.64	Somy VPL-PHZ60 6000 Lumen Laser Projector (\$2,6476.80); HDMI Switch 5 in 1 (\$29.99); Knker USB C to HDMI Adapter (\$16.00); Mini Display Port Male to HDMI Male Cable (\$9.89); Highwings 4K Display Port to HDMI Adapter (\$7.99); PROZOR Power Amplifier (74.99); Energeaster 14 Gauge Wire 100 FT (\$15.99); Sonos in-ceiling by Sonance (\$649); new
Materials/			-	
Personnel		326.15	326.15	5 hours of Computer Specialist installation time; 5 hours of IT Support Technician installation time
CE Program			-	
Travel			-	
Total	\$ 3,652.64	\$ 326.15	\$ 3,978.79	

Library Director Signature: _____

Board President Signature: _____

Date: _____

Submit all documents as PDFs through our online application portal.

Hand-written applications will not be accepted.

Municipal Cooperation Resolution


WHEREAS, New York General Municipal Law, Article 5-G, Section 119-o (Section 119-o) empowers municipal corporations [defined in Article 5-G, Section 119-n to include school districts, boards of cooperative educational services, counties, cities, towns and villages, and districts] to enter into, amend, cancel, and terminate agreements for the performance among themselves (or one for the other) of their respective functions, powers, and duties on a cooperative or contract basis;

WHEREAS the Clifton Park-Halfmoon Public Library
Entity Name wishes to invest portions of its available investment funds in cooperation with other corporations and/or districts pursuant to the NYCLASS Municipal Cooperation Agreement Amended and Restated as of August 1, 2023;

WHEREAS the Clifton Park-Halfmoon Public Library
Entity Name wishes to satisfy the safety and liquidity needs of their funds;

Now, therefore, it is hereby resolved as follows:

That Lisa Marie Oddo, Business Manager of
Contact Name Title
Clifton Park-Halfmoon Public Library is hereby authorized to participate in the NYCLASS program under
Entity Name
the terms of the NYCLASS Municipal Cooperation Agreement Amended and Restated as of August 1, 2023.


Contact Signature
Lisa Marie Oddo
Printed Name

Business Manager
Title
03/20/2025
Date

