



UHLS Board of Trustees

September 10, 2025

4:30PM

Agenda

1. Call to Order
2. Minutes of the July 2025 Meeting
3. 2024 UHLS Financial Review – M. Zovistoski, UHY
4. UHLS Staff Report – C. Sagaas, Executive Director
5. Committee Reports
 - a. Finance Committee - Treasurer's Reports & Purchase Journals for July & August 2025
 - b. Services Committee – Recommended Construction Aid award distribution
 - c. Administration Committee – no meeting
6. Old Business
 - a. Board evaluation
7. New Business
8. Trustee Reports and Recommendations
9. Public Comment
10. Adjournment



UPPER HUDSON LIBRARY SYSTEM

Together. For Better Libraries.

OFFICERS:

President: Susan Keitel
Vice-President: Marcy Savage
Treasurer: Fred Wobrock, Jr.
Secretary: Scott Wyner

Board of Trustees July 9, 2025

PRESENT: Carolyn Fagan; Fred Wobrock, Jr.; Marcy Savage; Joe Burke; Yvette Terplak; Corie Dugas; Scott Wyner; Debbie Carr; Camille Engel; Jackie Marino; Susan Keitel; Georgia Gray
Excused: S. Macinski
UHLS Staff: J. Favreau; C. Sagaas

I. CALL TO ORDER

S. Keitel called the meeting to order at 4:34PM.

II. OATH OF OFFICE

S. Keitel administered the Oath of Office to Georgia Gray (beginning her first five-year term). J. Favreau will file the paperwork with Albany County.

S. Keitel noted that per the UHLS Board's bylaws, all members are appointed at our Annual Meeting each year in June. The Bethlehem Public Library board had a public vote in June and because their next meeting was after our Annual Meeting, they didn't have the opportunity to appoint their next representative / UHLS board member. They've since met and appointed Mark Kissinger, who was unable to join us this evening.

MOTION: S. Keitel moved to appoint M. Kissinger as a UHLS Board member representing the Bethlehem Public Library. S. Wyner seconded. Unanimously passed.

III. MINUTES

MOTION: C. Engel moved to approve the May 14, 2025 minutes. Y. Terplak seconded. Unanimous.

MOTION: M. Savage moved to approve the June 11, 2025 minutes. D. Carr seconded. Unanimous.

IV. DIRECTOR'S REPORT

In addition to what was provided in the board packet, C. Sagaas shared that everyone's elections passed last month; congratulations to all! The transition to Vega and the new mobile app is in full swing and the UHLS team is supporting the member libraries through the transition. J. Burke

asked what UHLS would do if the new app isn't completed in time when Capira is shut off – we are meeting next week to discuss logistics.

There was also a discussion regarding hearing more from the UHLS staff, as it's nice to attach a face to a name. C. Dugas suggested that we should keep these visits volunteered so that there's no confusion of being asked to come. They would like to hear and thank the staff for the projects they are working on, like the new shared calendar. Thank you Joe and Judith for all of your work! S. Keitel reminded the group that the Board doesn't ever direct a staff member other than C. Sagaas to do something.

V. COMMITTEE REPORTS

Finance Committee

F. Wobrock, our star spangled treasurer, noted for our new trustee that while we are in the negative per our Treasurer's Reports, we have more than enough operating funds to cover us until the state aid is received later this summer. We are in excellent shape and earned \$5,500 in interest in June.

Looking at the May and June Purchase Journals, J. Favreau had a tenant space deep cleaned and painted for our new tenants, Up-Stitch. Expenses also covered the cost of the annual meeting and the awards disbursed, maintenance of the generator, and a couple of monitors purchased for POES (which is a pass-through expense). D. Carr asked if the new tenant had access to the full space or if there's a possibility of renting out the other side. J. Favreau noted that we can't currently rent out the other side because that tenant wouldn't have access to the bathrooms without walking outside or through the Up-Stitch space. Our hope is that they'll slowly expand over the next three years.

MOTION: The Finance Committee moved to adopt the May and June 2025 Treasurer's Reports and Purchase Journals. Y. Terplak seconded. Unanimous.

Nominating Committee

C. Engel presented the slate of officers:

S. Wyner – President
M. Savage – Vice President
J. Marino – Secretary
F. Wobrock – Treasurer

Hearing no nominations from the floor,

MOTION: The nominating committee presented S. Wyner as President, M. Savage as Vice President, and J. Marino as Secretary. C. Dugas seconded. Unanimously passed.

MOTION: The nominating committee presented F. Wobrock as Treasurer. S. Wyner seconded. Unanimously passed.

VI. OLD BUSINESS

Annual meeting feedback: the venue did run out of food a couple of times and J. Favreau has addressed this with Brown's; they have offered us a \$300 credit toward our next event should we return in 2027. Parking was also a major unexpected issue with the Ryan's Wake event taking place at the same time and will be taken into consideration in the future.

VII. NEW BUSINESS

C. Sagaas presented the new NYS Public Library Construction Aid guidelines to the board. Essentially all of our member libraries (24/29) that were eligible for up to 75% funding are now eligible for up to 90% funding. Y. Terplak asked to have this information relayed to the directors with a specific timeline for submitting their proposed projects.

S. Keitel asked the group if they should meet in August.

MOTION: J. Burke moved to cancel the August meeting. Y. Terplak seconded. Unanimously passed.

VII. TRUSTEE REPORTS AND RECOMMENDATIONS

J. Burke (ALTM): Thank you Susan for your service on this board and to this library system. You've had to deal with a number of tasks that others before you never had to tackle and you did so with such patience.

C. Engel (EGRN): Adhering to their mission statement and strategic plan, the EGRN board is considering offering local businesses and their employees library cards. Thoughts? C. Fagan asked how staff is going to monitor employment status within the community. D. Carr asked if these patrons would be granted full access. At RCS they offer out of system cards, as do many within the system for an annual cost, and these often come with restrictions (like no digital content or museum passes access).

Y. Terplak (ALTM): Shout out to the ALTM concert series on Tuesday evenings – there are four more out in the park. There were maybe 300 people present last night!

C. Dugas (GUIL): They had a contested election last month! This energy, along with their first book sale post-COVID has really sparked interest in starting up a friends group. If you have an excellent one, please send them our way!

S. Keitel (WSTR): She has a suggested reading: AI is Ruining Our Thinking by Ethan Mullick. She also saw something on books clubs specifically for guys and dads.

M. Savage (COLN): Stop by the COLN library and visit the memory garden for Natalie Gillis.

MOTION: C. Dugas moved to adjourn. C. Engel seconded. Unanimous.

Board Meeting 07/11/2025

Meeting adjourned at 5:53 PM.
07/16/2025 JF

DRAFT

Upper Hudson Library System (UHLS) Executive Director's Report September 2025

Narrative and Updates

As each day passed to the next from July into August I found my schedule filling up with meetings, phone calls, and a lot of communication with member library directors and trustees.

Some items of note:

- The launch of the new “UHLS Libraries” app has been successful and positive reviews and feedback continue to be shared with UHLS staff. Some minor issues have been brought to our attention and work on those is continuing, but the overall experience for app users has been smooth. Our new public facing library catalog web interface (Vega Discover) is being looked at by UHLS Managers and options to enhance its functionality for member libraries are being explored before we launch the interface.
- In an effort to explore additional funding options for member libraries I was invited to a meeting that Poestenkill Library’s Board Chair, Meg McClellan, scheduled with the Community Foundation of the Greater Capital Region. I will be following up with that organization and we’ll be looking to have their staff present to UHLS member libraries about their investment vehicle options, as well as their grant making schedules and other funding opportunities.
- A significant amount of time was occupied communicating with member libraries about Dormitory Authority of the State of New York (DASNY) reviews of their 2025 NYS Construction Aid projects.
- The New York Alliance of Library Systems (NAYLS) Advocacy Launch is taking place later this month. NYALS’ mission is “To improve library service in New York State by advancing state support of library systems through increases to *NYS Library Aid to Systems* funding as well as advocating for legislative initiatives identified to benefit the New York library system community.” This will set the stage for funding and legislative asks to the Assembly and Senate in the next year. It is expected that more information about how federal funding (or lack thereof) may impact New York State will be shared at this time.
- The UHLS Budget and Central Libraries Budget are being worked on and the former will be presented to the Board in October, with a vote following at our November meeting. The latter budget will be put forth for Board approval at next month’s meeting.

Internal/UHLS

7/8,15,22 & 29; 8/12,19,26; 9/2/2025 – Business in 2025 Webinar Series (virtual)

7/9/2025 – UHLS Finance Committee Meeting

7/9/2025 – UHLS Board of Trustees Meeting

7/15/2025 – UHLS Managers Meeting
7/15/2025 – Vega Transition Meeting
7/16/2025 – Library IQ Demo
7/17/2025 – Meeting with Mary Fellows and Pete Petruski (virtual)
7/17/2025 – Meeting with AnnaLee Dragon, Executive Director, New York Library Association
7/17/2025 – Public Library System (PLS) Directors Meeting (virtual)
7/31/2025 – Meeting with Community Foundation of the Greater Capital Region staff and
Poestenkill Library Trustees (virtual)
7/31/2025 – Meeting with Pike Construction Staff, Albany
8/13/2025 – Meeting with Scott Wyner
8/20/2025 – UHLS Managers Meeting
8/21/2025 – Meeting with Jimpson Pell, Information Technology Manager, Albany Public
Library
8/22/2025 – Phone Meeting with Michele Ryan, Director, Oneida Public Library
8/25/2025 – Menands Public Library Board of Trustees Meeting and UHLS Long-Range
Planning Training, Menands Public Library

Member Library Visits

7/10/2025 – Altamont Free Library, Altamont – Director Joe Burke
7/16/2025 – Cheney Library New Director Orientation – Director Mary Lucey
7/18/2025 – Berlin Free Town Library – Director Sara Rogers
7/18/2025 – Albany Public Library – Executive Director Andrea Nicolay
7/22/2025 – Menands Public Library – Director Sarah Kerr-Mace
7/30/2025 – Cohoes Public Library – Director Ray LeMay

External/Advocacy

None

Networking/Professional Development

7/9/2025 - Room for Everyone: A Library Accessibility Day of Learning, New York State
Library
8/22/2025 - Social Work Connections and Reflections: Interacting with Distressed Patrons
(webinar)

Professional Association/Outside Activity

9/3/2025 – Mohawk Valley Center for the Arts (MVCA) Board Meeting (virtual)

UHLS AOS Services Report: July/August 2025

Outreach

- Planned and hosted Connect-i-con, the NYS Outreach Coordinators mini-conference. The conference was held at UHLS the day after the State Library's Library Accessibility Day of Learning and was attended by outreach coordinators from 15 public library systems. We focused on serving neurodiverse patrons, and idea sharing.
- Held one of our two mandatory annual Coordinated Outreach Services Advisory Council (COSAC) meetings. We discussed library event discovery and foreign language resources.
- As part of an opportunity from the New York Immigration Coalition, we distributed *Know Your Rights* cards in multiple languages to all our libraries.
- Prompted by a query from the outreach librarian at East Greenbush, we had our standard library card registration forms translated into [Arabic](#), [Burmese](#), [Chinese](#), [Dari/Farsi](#), [French](#), [Pashto](#), [Spanish](#), and [Urdu](#). The forms all live on the UHLS website.
- Regular purchases for Rensselaer County Correctional Facility continued while outreach to Albany County got no response.

Adult Services

- We had the good/bad issue of running out of licenses for remote access to the New York Times. Good because the popularity of the service exceeded my expectations, and bad because I had to find funds for 7,500 additional code redemptions. Joe Thornton built a library card login requirement for people to access the redemption code which I'm hoping slows down our redemption rate.

E-Content

- I joined the NYS e-book Working Group, a multi-library collaboration to seek solutions to the rising costs of ebooks.
- Worked with multiple libraries to contain Hoopla costs, including Grafton, which elected to end the service.
- Anne Myers attended Overdrive's Digapalooza conference in Cleveland.

Equity Committee

- The Committee met in August to review submitted modules from Albany, Bethlehem, East Greenbush, Menands and Valley Falls. To date, twelve libraries have submitted twenty-nine modules.

Miscellaneous

- Attended PULISDO Conference in Utica.
- Served on the NYLA awards committee and chaired the Public Libraries Section awards committee.

- Worked on some statistical questions, including director salary information for Poestenkill and monthly total system numbers for circulation, patrons and holdings.

Youth and Family Services

August/September 2025 Highlights

Mary Fellows, Manager, Youth and Family Services

Staff transition: Following a May vacancy in the Youth and Family Services Support Associate position and a short-lived hire in July, we are welcoming Caroline Purdy to our staff on September 3.

Read It Forward (RIF): This project connecting libraries with teen readers ended on August 31. Fourteen UHLS libraries participated in this tri-system collaboration, reaching 22 libraries total. Over 400 books were given to teens, who were encouraged to “read it forward.” Said one teen participant, “I think this is a great idea to spread books around the community!” Another commented, “I thought reading this book was fun. For 2026 [please pick] maybe my favorite book, A Place at The Table. I like how it teaches cultural diversity.” It’s rewarding to support libraries in engaging and empowering teens, and to see what teens think is important.

Summer/fall schedule: We don’t hold summer meetings or events in our department; our library staff colleagues are too busy with hundreds of activities, events, and the kids, teens, and families enjoying them! I took the time to visit libraries to lend a hand, praise efforts and results, and nurture relationships. I also use this time to plan training and develop collaborations. We’ve got a robust schedule for fall, which you’ll hear more about as events happen.

Summer Reading Program statistics: Libraries are submitting their numbers now. I’ll have more on this next month.

Selected meetings/trainings/activities:

- CORE trustee training with Chris
- NYLA Legislative Committee meeting
- CDLC Board work meetings
- Summer reading events at Berne, Rensselaerville, APL Delaware, Guilderland, East Greenbush, Voorheesville
- Watervliet, Colonie, Bethlehem, Altamont, Castleton project-related visits

Automation Services Report August, 2025

We continued to provide the usual services to our libraries and the UHLS staff, such as website maintenance, desktop support, helpdesk, and troubleshooting. The highlights of the month follow, in no special order:

Advisory Councils/Committees:

- The Circulation Advisory Council met on August 6.
- The Cataloging Advisory Council met on August 7.
- The Automation Advisory Committee (AAC) didn't meet in August.
- Weekly Automation Services and occasional Managers and Staff meetings. Monthly DA meetings.

Sierra/Encore:

- TROY's *Sierra* Overdue and Hold Pickup notices were bouncing. We identified the problem as a missing SPF record in their DNS settings. We sent the SPF record to them, they installed it, and the notices stopped bouncing.
- BETH changed their IP ranges and we sent the new addresses to III to be whitelisted.
- We worked with APL to identify the source (maybe a staff person) of bills with an 'Amount Paid' value of \$0.00.
- On 8/18 PTRB had major Internet trouble that resulted in a new IP address, which we had III whitelist. *Sierra* was unusable at the library until that change was made. [III blocking library IP addresses has been a big problem for the past few months. We're working with them to speed up the process of whitelisting.]
- To accommodate a pretty insistent request from a few libraries at a Cataloging Advisory Council meeting, we added a new Material Type ('Chip Enabled Audiobook'). We add Material Types very infrequently because they impact every library and affect the displays patrons see in *Encore*.
- We scheduled an upgrade of *Sierra* from 6.2, our current version, to 6.4 on September 10th 09:00 PM PDT. For us this means the upgrade will be done very early on Thursday 9/11. It should be finished before the start of business on that day.

- At the 8/21 Managers meeting we discussed potential problems of keeping three years of circulation data. I started the process of building our own Circulation Transactions table, which would copy every day's transactions, minus patron identifiers. It's tricky, though (complicated, even) because I can't create a table in PostgreSQL (*Sierra's* database) so I had to create it in *MySQL*. The complication is doing queries (basically reports) pulling data from two different databases. Related: I opened a ticket with III asking, without hope of a yes, if they can anonymize our circ data that's more than a week old.
- Over Labor Day weekend we purged 84,410 patron records from our database. These records expired more than three years ago and the patrons owed no money and had no outstanding loans.
- Judith and I are looking again at updating our holdings symbols at OCLC to eliminate a lot of the ILL requests we receive for titles that we no longer own.

Reports

- I sent APL a spreadsheet with the names and barcodes of all APL patrons who had a fine or fee waived in the past twelve months. I also sent them a spreadsheet of all patrons (not just APL patrons) who had a fine or fee waived in the past twelve months at APL.
- I sent COHS a report of the total number of COHS items, and the total number of COHS items that are archived or suppressed. This is for a weeding project they plan in preparation for their move to a new location.
- I sent COHS a spreadsheet that has the Title, Pub Date, and Total Checkouts (plus Renewals) of all COHS items that were checked out at COHS since 2/14/2025.
- On 8/28 I changed the [Registered borrower](#) reports so they don't include expired cards [anymore](#).
- For APL I wrote a report that shows the branch where APL Wifi Hotspots with status 'Billed' were last checked out. It included the call number, barcode and location code of each hotspot, as well as the last checkout location.

Vega Discover

- We're moving from *Encore* to *Vega Discover* soon and III reported that they had a problem with the formatting of addresses in some of our patron records. I wrote a report ([Bad patron addresses](#)) that the libraries can use to identify and correct the bad records for their patrons. I also added this report to the [Ad Hoc Reports page](#).
- We had (and helped) III change the address of our *Discover* instance from uhls.na5.iiivega.com to discover.uhls.org.
- Our [instance](#) is working but we managers need to add some more content to the page. We also need to plan training for the libraries, who can have their own branded *Discover* interfaces, and set a Go-live date and decide if we want to run *Encore* and *Discover* simultaneously for a while.

Vega Mobile

- We updated <https://www.uhls.org/uhls-mobile-app/> to link to the *UHLS Libraries* apps in the Apple and Google app stores. We also changed the text on that page and asked Anne to change the image.
- We made changes to the BETH app at the library's request, and showed them how to do it themselves.

- We made all libraries selectable as a patron's *Home Library*, whether they're registered at that library or not.
- We helped GUIL remove an app (*Creative Bug*) from their instance since they no longer subscribe.
- We're struggling to enable self-checkout in the app. It's pretty complicated and we're not sure what III is asking us for or where to find it.
- A library informed us that the app has a 17+ age restriction to install. As it turns out, that's required by the app stores for any app from which users can go to other sites.
- *Vega Mobile* went live on 8/4 and so far the reviews have been positive.

Websites

- I renewed the SSL certificates for all the websites that we host on our server. It's time consuming because we have to turn off geofencing (no access from outside the U.S.) for each site in *cloudflare*, where we manage DNS, then update the certificates for each library individually, then turn geofencing back on. It's a pain, but geofencing has saved us from a lot of foreign hacking attempts.
- At Judith's request I password-protected the [NYT page](#) on our website. Our costs were increasing because of heavy use and this change (must have a non-expired barcode to access) should reduce access by ineligible users. I log every attempt so we'll also be able to provide usage stats to the libraries.

Miscellaneous

- *Mailchimp* added security measures that require the addition of DKIM and DMARC records to the DNS settings of all libraries that use the product. We added those records for POES, VAFL, NGRN, and STEP.
- On 8/12 the UHLS *backup* server died. This is a critical piece of equipment, which we'll fix or replace. In the meantime Rob fetched a spare from BETH and swapped it in.
- At COHS one of the wifi networks was not displaying as a choice for wifi users. It was a failed wifi access point and we ordered a replacement.
- RENS was down, and I mean DOWN - no Internet, no phone, no pool, no pets. Rob spent a lot of time there troubleshooting the problem, which turned out to be the UPS (uninterruptable power supply) that powers the network switch that controls everything. We bypassed the UPS and RENS will replace its batteries.
- We ordered a new NUC (small computer) for RVLL.
- On 8/12 the *reports* server went down. There was a runaway memory demand by the *GP* and *dc1* servers - both VMs on the same Hyper-V server. I adjusted the RAM settings for both and lowered the RAM settings for the *reports* server and that solved the problem.
- We onboarded Caroline Purdy, the new Youth Services System Support Associate. There's a lot involved - *Zoom*, *Gmail*, *Google Docs*, phone, laptop, printer, etc. I think we got most of it.
- We ordered and/or installed printers for NGRN, and ALTM.

- We ordered a replacement cooling fan for a HOOF NUC. (I think I'll name my next band "The HOOF NUCS.") They're very difficult to replace, but they cost \$8.00 and the alternative is recycling the whole NUC, so we'll give it a try.

Rob:

In addition to his many routine tasks, during August Rob did the following:

- **NGRN**- Set up a new printer.
- **BERN** – Staged and deployed a new public computer. Also, installed printer drivers in a trustee's computer.
- **RVLL** – Staged and installed a new circulation computer.
- **HOOF** – In the process of fixing a broken fan on a public computer.
- **UHLS** – Brought and installed backup server from BETH.
- **MEND** – Working on a problematic public computer.
- **ALTM**- In the process of staging a public computer.

Upper Hudson Library System
Treasurer's Report
For the Eight months ending August 31, 2025

INCOME YEAR TO DATE:

| | <u>July 2025</u> | <u>August 2025</u> | <u>August 2024</u> |
|---------------------------|-----------------------|-----------------------|-----------------------|
| Grants | 0.00 | 1,428,761.00 | 1,820,369.00 |
| Carryovers & Other Income | 441,369.64 | 452,540.87 | 400,659.28 |
| TOTAL INCOME | 441,369.64 | 1,881,301.87 | 2,221,028.28 |
| TOTAL EXPENSES | (1,041,860.61) | (1,325,239.31) | (1,600,784.59) |
| BALANCE | (600,490.97) | 556,062.56 | 620,243.69 |

ACCOUNT BALANCES YEAR TO DATE:**Restricted Accounts**

(Restricted by UHLS Board)

| | | | |
|--|-------------------|-------------------|-------------------|
| 10610 Automation | 179,944.68 | 180,597.80 | 176,279.35 |
| <i>Major automation expenses</i> | | | |
| 10620 Building | 139,918.95 | 140,426.80 | 134,405.14 |
| <i>Major building expenses.</i> | | | |
| 10640 Equipment | 46,102.74 | 46,270.06 | 44,285.92 |
| <i>Office equipment</i> | | | |
| 10660 Retirement | 61,735.41 | 61,959.49 | 59,302.63 |
| <i>Established 12/2004 for ERS payments</i> | | | |
| 10680 Unemployment | 0.00 | 0.00 | 0.00 |
| <i>Less expensive than carrying unemployment insurance</i> | | | |
| TOTAL RESTRICTED | 427,701.78 | 429,254.15 | 414,273.04 |

Petty Cash Account

| | | | |
|-------------------------|---------------|---------------|---------------|
| 10000 Petty Cash | 431.70 | 254.09 | 353.94 |
| TOTAL PETTY CASH | 431.70 | 254.09 | 353.94 |

Checking Accounts

| | | | |
|---|------------|-----------|------------|
| 10200NB Cash - NBT Operating Checking | 98,951.40 | 19,686.72 | 23,113.15 |
| <i>Money transferred to this account from A/C 10510 as CDARS mature to cover monthly expenses</i> | | | |
| 10300NB Cash - NBT Payroll Checking | (2,008.88) | 0.00 | 0.00 |
| 10400NB Cash - NBT Money Mkt | 25,001.37 | 45,006.62 | 200,064.08 |
| 10500NB Cash - NBT PayPal | 2,545.60 | 3,250.07 | 0.01 |

Operational Account

| | | | |
|--------------------------|-------------------|---------------------|---------------------|
| TOTAL CHECKING | 124,489.49 | 67,943.41 | 223,177.24 |
| 10510 Cash - Operational | 984,092.87 | 2,231,953.73 | 1,922,021.53 |
| **TOTAL OPERATING | 984,092.87 | 2,231,953.73 | 1,922,021.53 |

**Must cover all operating expenses until receipt of state aid

| | | | |
|-------------------|---------------------|---------------------|---------------------|
| TOTAL CASH | 1,536,715.84 | 2,729,405.38 | 2,559,825.75 |
|-------------------|---------------------|---------------------|---------------------|

Income Report
For the Eight Month(s) Ending August 31, 2025

| | <u>Total Budget</u> | <u>Current Month</u> | | | <u>2025 Totals</u> | <u>Grand Total</u> | <u>Remaining Budget</u> | <u>Percentage of Budget Received</u> |
|--|---------------------|----------------------|--------------------|--------------------|---------------------|---------------------|-------------------------|--------------------------------------|
| <u>One Year Grant Income:</u> | | | | | | | | |
| Basic State Aid - 2025 | 983,209.00 | 983,210.00 | 0.00 | 0.00 | 983,210.00 | 983,210.00 | (1.00) | 100.00 |
| Central Library Services Aid 2025 | 228,100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 228,100.00 | 0.00 |
| LLSA - 2025 | 185,091.00 | 166,581.00 | 0.00 | 0.00 | 166,581.00 | 166,581.00 | 18,510.00 | 90.00 |
| LSSA - 2025 | 130,957.00 | 130,957.00 | 0.00 | 0.00 | 130,957.00 | 130,957.00 | 0.00 | 100.00 |
| Outreach Basic Grant - 2025 | 106,509.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 106,509.00 | 0.00 |
| Outreach Adult Grant - 2025 | 8,714.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 8,714.00 | 0.00 |
| Outreach YS Grant - 2025 | 13,555.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 13,555.00 | 0.00 |
| Jail Grant - 2025 | 6,905.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 6,905.00 | 0.00 |
| Supplemental State Aid - 2025 | 147,291.00 | 147,291.00 | 0.00 | 0.00 | 147,291.00 | 147,291.00 | 0.00 | 100.00 |
| Total One Year Grant Income | 1,810,331.00 | 1,428,039.00 | 0.00 | 0.00 | 1,428,039.00 | 1,428,039.00 | 382,292.00 | 78.88 |
| <u>Other Income:</u> | | | | | | | | |
| Annual Meeting | 5,750.00 | (40.00) | 0.00 | 0.00 | 5,420.00 | 5,420.00 | 330.00 | 94.26 |
| eCommerce Income | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Interest Income - Operating Accounts | 30,000.00 | 6,408.11 | 0.00 | 0.00 | 39,009.85 | 39,009.85 | (9,009.85) | 130.03 |
| Interest Income - Restricted Accounts | 15,000.00 | 1,552.37 | 0.00 | 0.00 | 11,886.38 | 11,886.38 | 3,113.62 | 79.24 |
| Rental Income | 30,429.00 | 3,250.75 | 0.00 | 0.00 | 18,506.00 | 18,506.00 | 11,923.00 | 60.82 |
| UHLAN Fees - Member Libraries | 373,994.00 | 0.00 | 0.00 | 0.00 | 281,416.00 | 281,416.00 | 92,578.00 | 75.25 |
| UHLAN Supplies - Reimbursable | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| eContent Reorder - 2025 | 97,837.83 | 0.00 | 0.00 | 0.00 | 96,302.64 | 96,302.64 | 1,535.19 | 98.43 |
| Total Other Income | 558,760.83 | 11,131.23 | 0.00 | 0.00 | 457,960.87 | 457,960.87 | 100,799.96 | 81.96 |
| Total One Year Income | 2,369,091.83 | 1,439,170.23 | 0.00 | 0.00 | 1,885,999.87 | 1,885,999.87 | 483,091.96 | 79.61 |
| | <u>Total Budget</u> | <u>Current Month</u> | <u>2023 Totals</u> | <u>2024 Totals</u> | <u>2025 Totals</u> | <u>Grand Total</u> | <u>Remaining Budget</u> | <u>Percentage of Budget Received</u> |
| <u>Two Year Aid and Grant Income:</u> | | | | | | | | |
| LLSA - 2024 | 181,393.00 | 0.00 | 0.00 | 180,788.00 | 0.00 | 180,788.00 | 605.00 | 99.67 |
| LSSA - 2024 | 128,341.00 | 0.00 | 0.00 | 127,913.00 | 0.00 | 127,913.00 | 428.00 | 99.67 |
| Security Camera - NYS | 6,731.00 | 722.00 | 0.00 | 6,492.00 | 722.00 | 7,214.00 | (483.00) | 107.18 |
| Total Two Year Grant Income | 316,465.00 | 722.00 | 0.00 | 318,348.00 | 722.00 | 319,070.00 | (2,605.00) | 100.82 |
| Total All Income | 2,685,556.83 | 1,439,892.23 | 0.00 | 318,348.00 | 1,886,721.87 | 2,205,069.87 | 480,486.96 | 82.11 |

Expense Report

For the Eight Month(s) Ending August 31, 2025

| | <u>Total Budget</u> | <u>Current Month</u> | | | <u>2025 Totals</u> | <u>Grand Total</u> | <u>Remaining Budget</u> | <u>Percentage of Budget Spent</u> |
|---|---------------------|----------------------|--------------------|--------------------|---------------------|---------------------|-------------------------|-----------------------------------|
| <u>Program Expenses:</u> | | | | | | | | |
| Direct Member Aid - 2025 | 415,191.00 | 167,364.79 | 0.00 | 0.00 | 186,210.02 | 186,210.02 | 228,980.98 | 44.85 |
| Automation Services | 446,761.00 | 20,129.36 | 0.00 | 0.00 | 292,660.23 | 292,660.23 | 154,100.77 | 65.51 |
| Youth and Family Services | 217,812.00 | 14,793.43 | 0.00 | 0.00 | 115,044.30 | 115,044.30 | 102,767.70 | 52.82 |
| Adult & Information Services | 456,657.32 | 39,732.72 | 0.00 | 0.00 | 268,247.29 | 268,247.29 | 188,410.03 | 58.74 |
| Outreach - 2025 | 106,509.00 | 4,204.19 | 0.00 | 0.00 | 57,451.66 | 57,451.66 | 49,057.34 | 53.94 |
| Administration | 378,916.00 | 26,792.96 | 0.00 | 0.00 | 212,365.76 | 212,365.76 | 166,550.24 | 56.05 |
| Building | 214,553.00 | 3,838.69 | 0.00 | 0.00 | 101,961.90 | 101,961.90 | 112,591.10 | 47.52 |
| Total Program Expenses | 2,236,399.32 | 276,856.14 | 0.00 | 0.00 | 1,233,941.16 | 1,233,941.16 | 1,002,458.16 | 55.18 |
| | | | | | | | | |
| | <u>Total Budget</u> | <u>Current Month</u> | <u>2023 Totals</u> | <u>2024 Totals</u> | <u>2025 Totals</u> | <u>Grand Total</u> | <u>Remaining Budget</u> | <u>Percentage of Budget Spent</u> |
| <u>Program Carryover Expenses:</u> | | | | | | | | |
| Outreach - 2023 | 100,224.00 | 0.00 | 92,954.25 | 4,268.04 | 353.30 | 97,575.59 | 2,648.41 | 97.36 |
| Outreach - 2024 | 104,504.00 | 0.00 | 0.00 | 92,342.56 | 2,077.48 | 94,420.04 | 10,083.96 | 90.35 |
| Total Program Carryover Expenses | 204,728.00 | 0.00 | 92,954.25 | 96,610.60 | 2,430.78 | 191,995.63 | 12,732.37 | 93.78 |
| | | | | | | | | |
| <u>Grant Expenses:</u> | | | | | | | | |
| eContent Reorder - 2024 | 93,784.66 | 0.00 | 0.00 | 91,133.79 | 2,650.87 | 93,784.66 | 0.00 | 100.00 |
| eContent Reorder - 2025 | 97,837.83 | 4,862.63 | 0.00 | 0.00 | 65,991.87 | 65,991.87 | 31,845.96 | 67.45 |
| Jail Grant - 2025 | 6,905.00 | 659.93 | 0.00 | 0.00 | 2,832.30 | 2,832.30 | 4,072.70 | 41.02 |
| Jail Grant - 2024 | 6,995.00 | 0.00 | 0.00 | 6,063.62 | 931.38 | 6,995.00 | 0.00 | 100.00 |
| Outreach Adult Grant - 2025 | 8,714.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 8,714.00 | 0.00 |
| Outreach Adult Grant - 2024 | 8,714.00 | 0.00 | 0.00 | 13.75 | 5,639.76 | 5,653.51 | 3,060.49 | 64.88 |
| Outreach Adult Grant - 2023 | 18,714.00 | 1,000.00 | 0.00 | 1,753.76 | 9,960.24 | 11,714.00 | 7,000.00 | 62.59 |
| Outreach YS Grant - 2025 | 13,555.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 13,555.00 | 0.00 |
| Outreach YS Grant - 2024 | 13,555.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 13,555.00 | 0.00 |
| Outreach YS Grant - 2023 | 13,555.00 | 0.00 | 0.00 | 8,161.12 | 604.96 | 8,766.08 | 4,788.92 | 64.67 |
| AD Earned Income | 1,200.00 | 0.00 | 359.30 | 27.24 | 26.99 | 413.53 | 786.47 | 34.46 |
| YS Earned Income | 2,446.45 | 0.00 | 888.86 | 453.00 | 229.00 | 1,570.86 | 875.59 | 64.21 |
| Total Grant Expenses | 285,975.94 | 6,522.56 | 1,248.16 | 107,606.28 | 88,867.37 | 197,721.81 | 88,254.13 | 69.14 |
| Total All Expenses | 2,727,103.26 | 283,378.70 | 94,202.41 | 204,216.88 | 1,325,239.31 | 1,623,658.60 | 1,103,444.66 | 59.54 |

**Upper Hudson Library System
Purchase Journal
For the Period From Aug 1, 2025 to Aug 31, 2025**

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by Date. Report is printed in Detail Format.

| Date | Account ID Account Description | Invoice/CM # | Line Description | Debit Amount | Credit Amount |
|-------------|--|---------------------|--|---------------------|----------------------|
| 8/6/25 | 51665YO Programs for Members 20000 Accounts Payable | 072325 | Book for Story walk Mary J. Fellows | 7.19 | 7.19 |
| 8/6/25 | 51880AM Supplies 20000 Accounts Payable | 111571 | Barcodes and shipping Symbology, Incorporated | 96.36 | 96.36 |
| 8/6/25 | 51880AM Supplies 20000 Accounts Payable | 111572 | Barcodes and shipping Symbology, Incorporated | 225.20 | 225.20 |
| 8/6/25 | 51840AD Services - Contractual 20000 Accounts Payable | 213154 | Delivery service 7/14-18/25 Arnoff Moving & Storage of Albany, INC. | 6,833.13 | 6,833.13 |
| 8/6/25 | 51840AD Services - Contractual 20000 Accounts Payable | 213400 | Delivery service 7/21-25/25 Arnoff Moving & Storage of Albany, INC. | 6,833.13 | 6,833.13 |
| 8/6/25 | 51880AM Supplies 20000 Accounts Payable | 255687284 | Envelopes W.B. Mason Co., Inc. | 28.21 | 28.21 |
| 8/6/25 | 51320AD-23 Outreach Adult Grant 20 20000 Accounts Payable | Equity Chall | Equity Challenge Menands Public Library | 1,000.00 | 1,000.00 |
| 8/13/25 | 51655AS Professional Services 20000 Accounts Payable | 080125 | Consulting fee for July LCR Consulting | 1,540.00 | 1,540.00 |
| 8/13/25 | 51970AS Travel 20000 Accounts Payable | 080225 | Jan- June travel expense Robert F. Carle | 329.00 | 329.00 |
| 8/13/25 | 50565AS Equipment - Reimbursab 20000 Accounts Payable | 080525 | 3 Refurbished laptops GE Elfun Computer Rehab | 30.00 | 30.00 |
| 8/13/25 | 51840BD Services - Contractual 20000 Accounts Payable | 20250801 | August service Casella | 219.53 | 219.53 |
| 8/13/25 | 51920AM Telephone Expense 50975AS Internet 20000 Accounts Payable | 20712793 | Telephone Internet FirstLight Fiber | 34.75 300.00 | 334.75 |
| 8/13/25 | 51840AD Services - Contractual 20000 | 214715 | Delivery service 7/28-8/1/25 Arnoff Moving & Storage of Albany, INC. | 6,864.33 | 6,864.33 |

**Upper Hudson Library System
Purchase Journal
For the Period From Aug 1, 2025 to Aug 31, 2025**

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by Date. Report is printed in Detail Format.

| Date | Account ID Account Description | Invoice/CM # | Line Description | Debit Amount | Credit Amount |
|---------|---|---------------|---------------------------------|--------------|---------------|
| | Accounts Payable | | Albany, INC. | | |
| 8/13/25 | 51840BD Services - Contractual 20000 Accounts Payable | 25-7 | July lawn care | 180.00 | |
| | | | Olsen's Property Maintenance | | 180.00 |
| 8/13/25 | 51010JG-25 Jail Grant 2025 20000 Accounts Payable | 25232525 | 7 Audio Books Rens Jail | 659.93 | |
| | | | OverDrive, Inc. | | 659.93 |
| 8/13/25 | 50465AD-25 e-content reorder 50465AD-25 e-content reorder 20000 Accounts Payable | 25239433 | 43 eBooks | 1,659.75 | |
| | | | 10 audio books | 753.71 | |
| | | | OverDrive, Inc. | | 2,413.46 |
| 8/13/25 | 51880AM Supplies 20000 Accounts Payable | 255780696 | Envelopes | 30.69 | |
| | | | W.B. Mason Co., Inc. | | 30.69 |
| 8/13/25 | 51880AM Supplies 20000 Accounts Payable | 255864265 | Paper towels | 47.99 | |
| | | | W.B. Mason Co., Inc. | | 47.99 |
| 8/13/25 | 52050BD Utilities 52050BD Utilities 20000 Accounts Payable | 71109-0806 | Gas service 7/8-8/6/25 | 63.88 | |
| | | | Electric Service 7/7-8/6/25 | 1,945.00 | |
| | | | National Grid | | 2,008.88 |
| 8/13/25 | 51640AM Printing 20000 Accounts Payable | 8910 | 200 Annual Report booklet | 1,556.89 | |
| | | | Modern Press | | 1,556.89 |
| 8/13/25 | 50315ML-25 CBA - 2025 20000 Accounts Payable | CP25234965 | CPC eBooks and audio books | 783.79 | |
| | | | OverDrive, Inc. | | 783.79 |
| 8/13/25 | 51245ML-25 LLSA Disbursed 2025 20000 Accounts Payable | LLSA 90% 2025 | 90% LLSA 2025 Payment | 24,336.90 | |
| | | | William K. Sanford | | 24,336.90 |
| 8/13/25 | 51245ML-25 LLSA Disbursed 2025 20000 Accounts Payable | LLSA 90% 2025 | 90% LLSA 2025 Payment | 1,376.10 | |
| | | | Westerlo Public Library | | 1,376.10 |
| 8/13/25 | 51245ML-25 LLSA Disbursed 2025 20000 Accounts Payable | LLSA 90% 2025 | 90% LLSA 2025 Payment | 3,145.50 | |
| | | | Watervliet Public Library | | 3,145.50 |
| 8/13/25 | 51245ML-25 LLSA Disbursed 2025 20000 Accounts Payable | LLSA 90% 2025 | 90% LLSA 2025 Payment | 5,012.10 | |
| | | | Voorheesville Public Library | | 5,012.10 |

**Upper Hudson Library System
Purchase Journal
For the Period From Aug 1, 2025 to Aug 31, 2025**

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by Date. Report is printed in Detail Format.

| Date | Account ID Account Description | Invoice/CM # | Line Description | Debit Amount | Credit Amount |
|-------------|--|---------------------|--|---------------------|----------------------|
| 8/13/25 | 51245ML-25 LLSA Disbursed 2025 20000 Accounts Payable | LLSA 90% 2025 | 90% LLSA 2025 Payment Valley Falls Free Library | 1,601.10 | 1,601.10 |
| 8/13/25 | 51245ML-25 LLSA Disbursed 2025 20000 Accounts Payable | LLSA 90% 2025 | 90% LLSA 2025 Payment Troy Public Library | 15,430.50 | 15,430.50 |
| 8/13/25 | 51245ML-25 LLSA Disbursed 2025 20000 Accounts Payable | LLSA 90% 2025 | 90% LLSA 2025 Payment Stephentown Memorial Library | 1,376.10 | 1,376.10 |
| 8/13/25 | 51245ML-25 LLSA Disbursed 2025 20000 Accounts Payable | LLSA 90% 2025 | 90% LLSA 2025 Payment Sand Lake Town Library | 2,373.30 | 2,373.30 |
| 8/13/25 | 51245ML-25 LLSA Disbursed 2025 20000 Accounts Payable | LLSA 90% 2025 | 90% LLSA 2025 Payment Rensselaerville Library | 1,376.10 | 1,376.10 |
| 8/13/25 | 51245ML-25 LLSA Disbursed 2025 20000 Accounts Payable | LLSA 90% 2025 | 90% LLSA 2025 Payment Rensselaer Public Library | 2,619.00 | 2,619.00 |
| 8/13/25 | 51245ML-25 LLSA Disbursed 2025 20000 Accounts Payable | LLSA 90% 2025 | 90% LLSA 2025 Payment RCS Community Library | 4,171.50 | 4,171.50 |
| 8/13/25 | 51245ML-25 LLSA Disbursed 2025 20000 Accounts Payable | LLSA 90% 2025 | 90% LLSA 2025 Payment Poestenkill Library | 1,376.10 | 1,376.10 |
| 8/13/25 | 51245ML-25 LLSA Disbursed 2025 20000 Accounts Payable | LLSA 90% 2025 | 90% LLSA 2025 Payment Petersburgh Public Library | 1,376.10 | 1,376.10 |
| 8/13/25 | 51245ML-25 LLSA Disbursed 2025 20000 Accounts Payable | LLSA 90% 2025 | 90% LLSA 2025 Payment North Greenbush | 3,779.10 | 3,779.10 |
| 8/13/25 | 51245ML-25 LLSA Disbursed 2025 20000 Accounts Payable | LLSA 90% 2025 | 90% LLSA 2025 Payment Nassau Free Library | 1,419.30 | 1,419.30 |
| 8/13/25 | 51245ML-25 LLSA Disbursed 2025 20000 Accounts Payable | LLSA 90% 2025 | 90% LLSA 2025 Payment Menands Public Library | 1,376.10 | 1,376.10 |
| 8/13/25 | 51245ML-25 LLSA Disbursed 2025 20000 Accounts Payable | LLSA 90% 2025 | 90% LLSA 2025 Payment Guilderland Public Library | 10,801.80 | 10,801.80 |

**Upper Hudson Library System
Purchase Journal
For the Period From Aug 1, 2025 to Aug 31, 2025**

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by Date. Report is printed in Detail Format.

| Date | Account ID Account Description | Invoice/CM # | Line Description | Debit Amount | Credit Amount |
|-------------|--|---------------------|---|---------------------|----------------------|
| 8/13/25 | 51245ML-25 LLSA Disbursed 2025 20000 Accounts Payable | LLSA 90% 2025 | 90% LLSA 2025 Payment Grafton Community Library | 1,376.10 | 1,376.10 |
| 8/13/25 | 51245ML-25 LLSA Disbursed 2025 20000 Accounts Payable | LLSA 90% 2025 | 90% LLSA 2025 Payment East Greenbush Community | 4,761.90 | 4,761.90 |
| 8/13/25 | 51245ML-25 LLSA Disbursed 2025 20000 Accounts Payable | LLSA 90% 2025 | 90% LLSA 2025 Payment Arvilla E. Diver | 1,376.10 | 1,376.10 |
| 8/13/25 | 51245ML-25 LLSA Disbursed 2025 20000 Accounts Payable | LLSA 90% 2025 | 90% LLSA 2025 Payment Cohoes Public Library | 5,159.00 | 5,159.00 |
| 8/13/25 | 51245ML-25 LLSA Disbursed 2025 20000 Accounts Payable | LLSA 90% 2025 | 90% LLSA 2025 Payment Cheney Free Public Library | 1,908.00 | 1,908.00 |
| 8/13/25 | 51245ML-25 LLSA Disbursed 2025 20000 Accounts Payable | LLSA 90% 2025 | 90% LLSA 2025 Payment Castleton Public Library | 1,376.10 | 1,376.10 |
| 8/13/25 | 51245ML-25 LLSA Disbursed 2025 20000 Accounts Payable | LLSA 90% 2025 | 90% LLSA 2025 Payment Brunswick Community Library | 3,577.50 | 3,577.50 |
| 8/13/25 | 51245ML-25 LLSA Disbursed 2025 20000 Accounts Payable | LLSA 90% 2025 | 90% LLSA 2025 Payment Bethlehem Public Library | 24,290.10 | 24,290.10 |
| 8/13/25 | 51245ML-25 LLSA Disbursed 2025 20000 Accounts Payable | LLSA 90% 2025 | 90% LLSA 2025 Payment Berne Public Library | 1,376.10 | 1,376.10 |
| 8/13/25 | 51245ML-25 LLSA Disbursed 2025 20000 Accounts Payable | LLSA 90% 2025 | 90% LLSA 2025 Payment Berlin Free Town Library | 1,376.10 | 1,376.10 |
| 8/13/25 | 51245ML-25 LLSA Disbursed 2025 20000 Accounts Payable | LLSA 90% 2025 | 90% LLSA 2025 Payment Altamont Free Library | 1,376.10 | 1,376.10 |
| 8/13/25 | 51245ML-25 LLSA Disbursed 2025 20000 Accounts Payable | LLSA 90% 2025 | 90% LLSA 2025 Payment Albany Public Library | 35,681.20 | 35,681.20 |
| 8/20/25 | 51970AD Travel 20000 Accounts Payable | 081525 | Travel expenses for Digipalooza Anne Myers | 116.33 | 116.33 |

**Upper Hudson Library System
Purchase Journal
For the Period From Aug 1, 2025 to Aug 31, 2025**

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| Date | Account ID Account Description | Invoice/CM # | Line Description | Debit Amount | Credit Amount |
|---------|---|---------------|--|--|--------------------------------|
| 8/20/25 | 51880AM Supplies 20000 Accounts Payable | 081825 | coffee Judith Wines | 24.09 | 24.09 |
| 8/20/25 | 51840AD Services - Contractual 20000 Accounts Payable | 214924 | Delivery service 8/4-8/25 Arnoff Moving & Storage of Albany, INC. | 6,833.13 | 6,833.13 |
| 8/20/25 | 50957AD Insurance - Health 50957AM Insurance - Health 50957AS Insurance - Health 50957YO Insurance - Health 50957AD Insurance - Health 50957AM Insurance - Health 50957AS Insurance - Health 50957YO Insurance - Health 50958AM Insurance - Health Retire 50958AM Insurance - Health Retire 50957OR-25 Insurance - Health 50957OR-25 Insurance - Health 20000 Accounts Payable | 252250008605 | Employee Medical Insurance Employee Medical Insurance Employee Medical Insurance Employee Medical Insurance Employee Dental Insurance Employee Dental Insurance Employee Dental Insurance Employee Dental Insurance Employee Dental Insurance Employee Dental Insurance Employee Dental Insurance Employee Dental Insurance Employee Dental Insurance Employee Dental Insurance Employee Dental Insurance Retiree's Medical Retiree's Dental Employee Medical credit Employee Dental credit CDPHP | 2,272.79 2,272.79 3,867.73 4,172.26 73.56 90.05 73.56 225.01 797.47 26.79 | 2,272.79 99.51 11,499.71 |
| 8/20/25 | 50958AM Insurance - Health Retire 20000 Accounts Payable | 252250017826 | Retiree's Medical insurance CDPHP | 2,312.16 | 2,312.16 |
| 8/20/25 | 50550AM Equipment - Maintenanc 20000 Accounts Payable | 26769 | 7/13-8/12/25 photo copier usage Metroland Business Machines | 30.35 | 30.35 |
| 8/20/25 | 50958AM Insurance - Health Retire 20000 Accounts Payable | 286428-093025 | Retiree's medical insurance Highmark Blue Shield of Northeastern | 992.00 | 992.00 |
| 8/20/25 | 52050BD Utilities 20000 Accounts Payable | 3470 | Monthly Solar 2012 Light Energy Fund 1 | 260.51 | 260.51 |
| 8/20/25 | 50480YO DVD's 20000 Accounts Payable | 507491500 | 2 DVD's Midwest Tape | 47.23 | 47.23 |
| 8/20/25 | 50480YO DVD's | 507518888 | 1 DVD's | 26.99 | |

**Upper Hudson Library System
Purchase Journal
For the Period From Aug 1, 2025 to Aug 31, 2025**

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by Date. Report is printed in Detail Format.

| Date | Account ID Account Description | Invoice/CM # | Line Description | Debit Amount | Credit Amount |
|---------|--|--------------|--|--------------|---------------|
| | 20000 Accounts Payable | | Midwest Tape | | 26.99 |
| 8/20/25 | 51880AM Supplies 20000 Accounts Payable | 9148 | Blank letter head paper | 78.48 | |
| | | | Modern Press | | 78.48 |
| 8/26/25 | 51880AM Supplies 20000 Accounts Payable | 256078552 | water cooler rental | 9.18 | |
| | | | W.B. Mason Co., Inc. | | 9.18 |
| 8/27/25 | 51840AD Services - Contractual 20000 Accounts Payable | 215139 | Delivery Service 8/11-15/25 | 6,833.13 | |
| | | | Arnoff Moving & Storage of Albany, INC. | | 6,833.13 |
| 8/27/25 | 51885AD Supplies - Reimbursable 20000 Accounts Payable | 25251066 | 16 eBooks | 305.17 | |
| | | | OverDrive, Inc. | | 305.17 |
| 8/27/25 | 51885AD Supplies - Reimbursable 51885AD Supplies - Reimbursable 20000 Accounts Payable | 25251067 | 19 eBooks | 817.82 | |
| | | | 18 Audio books | 1,286.02 | |
| | | | OverDrive, Inc. | | 2,103.84 |
| 8/27/25 | 51885AD Supplies - Reimbursable 51885AD Supplies - Reimbursable 20000 Accounts Payable | 25251070 | 2 eBooks | 99.98 | |
| | | | 1 Audio book | 79.99 | |
| | | | OverDrive, Inc. | | 179.97 |
| 8/27/25 | 51885AD Supplies - Reimbursable 51885AD Supplies - Reimbursable 20000 Accounts Payable | 25251072 | 11 eBooks | 543.16 | |
| | | | 6 Audio books | 392.73 | |
| | | | OverDrive, Inc. | | 935.89 |
| 8/27/25 | 50465AD-25 e-content reorder 50465AD-25 e-content reorder 50465AD-25 e-content reorder 20000 Accounts Payable | 25251195 | 28 eBooks | 1,187.45 | |
| | | | 16 Audio books | 1,239.82 | |
| | | | credit | | 29.45 |
| | | | OverDrive, Inc. | | 2,397.82 |
| 8/27/25 | 20000 Accounts Payable | 25254033 | OverDrive, Inc. | | |
| 8/27/25 | 51880AM Supplies 51880AM Supplies 20000 Accounts Payable | 256018420 | Terragreen paper | 23.99 | |
| | | | 5 gal water jugs | 35.94 | |
| | | | W.B. Mason Co., Inc. | | 59.93 |
| 8/27/25 | 51880AM Supplies | 256172693 | Green Lables | 16.08 | |

**Upper Hudson Library System
Purchase Journal
For the Period From Aug 1, 2025 to Aug 31, 2025**

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| Date | Account ID Account Description | Invoice/CM # | Line Description | Debit Amount | Credit Amount |
|-------------|--|---------------------|---|---------------------|----------------------|
| | 20000 Accounts Payable | | W.B. Mason Co., Inc. | | 16.08 |
| 8/27/25 | 51880AM Supplies 20000 Accounts Payable | 256226206 | Compressed air W.B. Mason Co., Inc. | 17.99 | 17.99 |
| 8/27/25 | 51845BD Services - Contractual J 20000 Accounts Payable | 4243 | Monthly cleaning for 2025 Martinez Cleaning, LLC | 1,169.77 | 1,169.77 |
| 8/27/25 | 51212OR-25 Large Print Book Collecti 20000 Accounts Payable | 999100789350 | Large print books Cengage Learning Inc / Gale | 161.55 | 161.55 |
| | | | | 237,416.51 | 237,416.51 |
| | | | | 237,416.51 | 237,416.51 |

Upper Hudson Library System
Treasurer's Report
For the Seven months ending July 31, 2025

INCOME YEAR TO DATE:

| | | | |
|---------------------------|---------------------|---------------------|-------------------|
| Grants | 0.00 | 0.00 | 1,820,369.00 |
| Carryovers & Other Income | 339,586.92 | 441,369.64 | 388,365.27 |
| | <hr/> | <hr/> | <hr/> |
| TOTAL INCOME | 339,586.92 | 441,369.64 | 2,208,734.27 |
| TOTAL EXPENSES | (894,723.83) | (1,041,860.61) | (1,490,456.27) |
| | <hr/> | <hr/> | <hr/> |
| BALANCE | (555,136.91) | (600,490.97) | 718,278.00 |
| | <hr/> <hr/> | <hr/> <hr/> | <hr/> <hr/> |

ACCOUNT BALANCES YEAR TO DATE:**Restricted Accounts**

(Restricted by UHLS Board)

| | | | |
|--|-------------------|-------------------|-------------------|
| 10610 Automation | 179,313.61 | 179,944.68 | 175,503.78 |
| <i>Major automation expenses</i> | | | |
| 10620 Building | 139,428.25 | 139,918.95 | 133,813.74 |
| <i>Major building expenses.</i> | | | |
| 10640 Equipment | 45,941.03 | 46,102.74 | 44,091.03 |
| <i>Office equipment</i> | | | |
| 10660 Retirement | 61,518.90 | 61,735.41 | 59,041.72 |
| <i>Established 12/2004 for ERS payments</i> | | | |
| 10680 Unemployment | 0.00 | 0.00 | 0.00 |
| <i>Less expensive than carrying unemployment insurance</i> | | | |
| TOTAL RESTRICTED | 426,201.79 | 427,701.78 | 412,450.27 |

Petty Cash Account

| | | | |
|-------------------------|---------------|---------------|---------------|
| 10000 Petty Cash | 481.70 | 431.70 | 423.94 |
| TOTAL PETTY CASH | 481.70 | 431.70 | 423.94 |

Checking Accounts

| | | | |
|---|-----------|-----------|------------|
| 10200NB Cash - NBT Operating Checking | 21,142.98 | 98,951.40 | 77,954.70 |
| <i>Money transferred to this account from A/C 10510 as CDARS mature to cover monthly expenses</i> | | | |
| 10300NB Cash - NBT Payroll Checking | (253.84) | 0.00 | (323.08) |
| 10400NB Cash - NBT Money Mkt | 75,067.82 | 25,001.37 | 250,045.31 |
| 10500NB Cash - NBT PayPal | 2,551.53 | 2,545.60 | 0.01 |

Operational Account

| | | | |
|--------------------------|---------------------|-------------------|---------------------|
| TOTAL CHECKING | 98,508.49 | 126,498.37 | 327,676.94 |
| 10510 Cash - Operational | 1,080,562.26 | 984,092.87 | 1,913,319.81 |
| **TOTAL OPERATING | 1,080,562.26 | 984,092.87 | 1,913,319.81 |

**Must cover all operating expenses until receipt of state aid

| | | | |
|-------------------|---------------------|---------------------|---------------------|
| TOTAL CASH | 1,605,754.24 | 1,538,724.72 | 2,653,870.96 |
| | <hr/> <hr/> | <hr/> <hr/> | <hr/> <hr/> |

Income Report

For the Seven Month(s) Ending July 31, 2025

| | <u>Total Budget</u> | <u>Current Month</u> | | | <u>2025 Totals</u> | <u>Grand Total</u> | <u>Remaining Budget</u> | <u>Percentage of Budget Received</u> | | |
|--|--------------------------------|---------------------------------|--------------------|--------------------------|-------------------------------|-------------------------------|-------------------------------|--|------------------------------------|---|
| <u>One Year Grant Income:</u> | | | | | | | | | | |
| Basic State Aid - 2025 | 983,209.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 983,209.00 | 0.00 | | |
| Central Library Services Aid 2025 | 228,100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 228,100.00 | 0.00 | | |
| LLSA - 2025 | 185,091.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 185,091.00 | 0.00 | | |
| LSSA - 2025 | 130,957.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 130,957.00 | 0.00 | | |
| Outreach Basic Grant - 2025 | 106,509.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 106,509.00 | 0.00 | | |
| Outreach Adult Grant - 2025 | 8,714.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 8,714.00 | 0.00 | | |
| Outreach YS Grant - 2025 | 13,555.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 13,555.00 | 0.00 | | |
| Jail Grant - 2025 | 6,905.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 6,905.00 | 0.00 | | |
| Supplemental State Aid - 2025 | 147,291.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 147,291.00 | 0.00 | | |
| | <u>1,810,331.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>1,810,331.00</u> | <u>0.00</u> | | |
| <u>Other Income:</u> | | | | | | | | | | |
| Annual Meeting | 5,750.00 | 0.00 | 0.00 | 0.00 | 5,460.00 | 5,460.00 | 290.00 | 94.96 | | |
| eCommerce Income | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| Interest Income - Operating Accounts | 30,000.00 | 3,531.98 | 0.00 | 0.00 | 32,601.74 | 32,601.74 | (2,601.74) | 108.67 | | |
| Interest Income - Restricted Accounts | 15,000.00 | 1,499.99 | 0.00 | 0.00 | 10,334.01 | 10,334.01 | 4,665.99 | 68.89 | | |
| Rental Income | 30,429.00 | 3,250.75 | 0.00 | 0.00 | 15,255.25 | 15,255.25 | 15,173.75 | 50.13 | | |
| UHLAN Fees - Member Libraries | 373,994.00 | 93,500.00 | 0.00 | 0.00 | 281,416.00 | 281,416.00 | 92,578.00 | 75.25 | | |
| UHLAN Supplies - Reimbursable | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | |
| eContent Reorder - 2025 | 97,837.83 | 0.00 | 0.00 | 0.00 | 96,302.64 | 96,302.64 | 1,535.19 | 98.43 | | |
| | <u>553,010.83</u> | <u>101,782.72</u> | <u>0.00</u> | <u>0.00</u> | <u>441,369.64</u> | <u>441,369.64</u> | <u>111,641.19</u> | <u>79.81</u> | | |
| Total One Year Income | <u>2,363,341.83</u> | <u>101,782.72</u> | <u>0.00</u> | <u>0.00</u> | <u>441,369.64</u> | <u>441,369.64</u> | <u>1,921,972.19</u> | <u>18.68</u> | | |
| | <u><u>Total Budget</u></u> | <u><u>Current Month</u></u> | | | <u><u>2023 Totals</u></u> | <u><u>2024 Totals</u></u> | <u><u>2025 Totals</u></u> | <u><u>Grand Total</u></u> | <u><u>Remaining Budget</u></u> | <u><u>Percentage of Budget Received</u></u> |
| <u>Two Year Aid and Grant Income:</u> | | | | | | | | | | |
| LLSA - 2024 | 181,393.00 | 0.00 | 0.00 | 180,788.00 | 0.00 | 180,788.00 | 605.00 | 99.67 | | |
| LSSA - 2024 | 128,341.00 | 0.00 | 0.00 | 127,913.00 | 0.00 | 127,913.00 | 428.00 | 99.67 | | |
| Security Camera - NYS | 6,731.00 | 0.00 | 0.00 | 6,492.00 | 0.00 | 6,492.00 | 239.00 | 96.45 | | |
| | <u>316,465.00</u> | <u>0.00</u> | <u>0.00</u> | <u>318,348.00</u> | <u>0.00</u> | <u>318,348.00</u> | <u>(1,883.00)</u> | <u>100.60</u> | | |
| Total Two Year Grant Income | <u>316,465.00</u> | <u>0.00</u> | <u>0.00</u> | <u>318,348.00</u> | <u>0.00</u> | <u>318,348.00</u> | <u>(1,883.00)</u> | <u>100.60</u> | | |
| Total All Income | <u><u>2,679,806.83</u></u> | <u><u>101,782.72</u></u> | <u><u>0.00</u></u> | <u><u>318,348.00</u></u> | <u><u>441,369.64</u></u> | <u><u>759,717.64</u></u> | <u><u>1,920,089.19</u></u> | <u><u>28.35</u></u> | | |

Expense Report

For the Seven Month(s) Ending July 31, 2025

| | <u>Total Budget</u> | <u>Current Month</u> | | | <u>2025 Totals</u> | <u>Grand Total</u> | <u>Remaining Budget</u> | <u>Percentage of Budget Spent</u> |
|---|---------------------|----------------------|--------------------|--------------------|---------------------|---------------------|-------------------------|-----------------------------------|
| Program Expenses: | | | | | | | | |
| Direct Member Aid - 2025 | 415,191.00 | 747.04 | 0.00 | 0.00 | 18,845.23 | 18,845.23 | 396,345.77 | 4.54 |
| Automation Services | 446,761.00 | 20,756.30 | 0.00 | 0.00 | 272,530.87 | 272,530.87 | 174,230.13 | 61.00 |
| Youth and Family Services | 217,812.00 | 9,239.77 | 0.00 | 0.00 | 100,250.87 | 100,250.87 | 117,561.13 | 46.03 |
| Adult & Information Services | 456,657.32 | 41,799.13 | 0.00 | 0.00 | 228,514.57 | 228,514.57 | 228,142.75 | 50.04 |
| Outreach - 2025 | 106,509.00 | 11,006.48 | 0.00 | 0.00 | 53,247.47 | 53,247.47 | 53,261.53 | 49.99 |
| Administration | 378,916.00 | 21,969.57 | 0.00 | 0.00 | 185,572.80 | 185,572.80 | 193,343.20 | 48.97 |
| Building | 214,553.00 | 22,992.99 | 0.00 | 0.00 | 98,123.21 | 98,123.21 | 116,429.79 | 45.73 |
| Total Program Expenses | 2,236,399.32 | 128,511.28 | 0.00 | 0.00 | 957,085.02 | 957,085.02 | 1,279,314.30 | 42.80 |
| Program Carryover Expenses: | | | | | | | | |
| | <u>Total Budget</u> | <u>Current Month</u> | <u>2023 Totals</u> | <u>2024 Totals</u> | <u>2025 Totals</u> | <u>Grand Total</u> | <u>Remaining Budget</u> | <u>Percentage of Budget Spent</u> |
| Outreach - 2023 | 100,224.00 | 0.00 | 92,954.25 | 4,268.04 | 353.30 | 97,575.59 | 2,648.41 | 97.36 |
| Outreach - 2024 | 104,504.00 | 180.74 | 0.00 | 92,342.56 | 2,077.48 | 94,420.04 | 10,083.96 | 90.35 |
| Total Program Carryover Expenses | 204,728.00 | 180.74 | 92,954.25 | 96,610.60 | 2,430.78 | 191,995.63 | 12,732.37 | 93.78 |
| Grant Expenses: | | | | | | | | |
| eContent Reorder - 2024 | 93,784.66 | 0.00 | 0.00 | 91,133.79 | 2,650.87 | 93,784.66 | 0.00 | 100.00 |
| eContent Reorder - 2025 | 97,837.83 | 14,767.80 | 0.00 | 0.00 | 61,129.24 | 61,129.24 | 36,708.59 | 62.48 |
| Jail Grant - 2025 | 6,905.00 | 649.97 | 0.00 | 0.00 | 2,172.37 | 2,172.37 | 4,732.63 | 31.46 |
| Jail Grant - 2024 | 6,995.00 | 0.00 | 0.00 | 6,063.62 | 931.38 | 6,995.00 | 0.00 | 100.00 |
| Outreach Adult Grant - 2025 | 8,714.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 8,714.00 | 0.00 |
| Outreach Adult Grant - 2024 | 8,714.00 | 3,000.00 | 0.00 | 13.75 | 5,639.76 | 5,653.51 | 3,060.49 | 64.88 |
| Outreach Adult Grant - 2023 | 18,714.00 | 0.00 | 0.00 | 1,753.76 | 8,960.24 | 10,714.00 | 8,000.00 | 57.25 |
| Outreach YS Grant - 2025 | 13,555.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 13,555.00 | 0.00 |
| Outreach YS Grant - 2024 | 13,555.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 13,555.00 | 0.00 |
| Outreach YS Grant - 2023 | 13,555.00 | 0.00 | 0.00 | 8,161.12 | 604.96 | 8,766.08 | 4,788.92 | 64.67 |
| AD Earned Income | 1,200.00 | 26.99 | 359.30 | 27.24 | 26.99 | 413.53 | 786.47 | 34.46 |
| YS Earned Income | 2,446.45 | 0.00 | 888.86 | 453.00 | 229.00 | 1,570.86 | 875.59 | 64.21 |
| Total Grant Expenses | 285,975.94 | 18,444.76 | 1,248.16 | 107,606.28 | 82,344.81 | 191,199.25 | 94,776.69 | 66.86 |
| Total All Expenses | 2,727,103.26 | 147,136.78 | 94,202.41 | 204,216.88 | 1,041,860.61 | 1,340,279.90 | 1,386,823.36 | 49.15 |

**Upper Hudson Library System
Purchase Journal
For the Period From Jul 1, 2025 to Jul 31, 2025**

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by Date. Report is printed in Detail Format.

| Date | Account ID Account Description | Invoice/CM # | Line Description | Debit Amount | Credit Amount |
|-------------|---|---------------------|--|------------------------|----------------------|
| 7/2/25 | 50135AM Annual Meeting 20000 Accounts Payable | 061125 | Bucket of flowers for annual celebration Flower Scout | 50.00 | 50.00 |
| 7/2/25 | 51840BD Services - Contractual 51840BD Services - Contractual 20000 Accounts Payable | 062325 | Inside sign for UpStich Outside sign for UpStich Frank Smith Signs & Art | 200.00 560.00 | 760.00 |
| 7/2/25 | 51840AD Services - Contractual 20000 Accounts Payable | 211285 | Delivery service for 6/16-20/25 Arnoff Moving & Storage of Albany, INC. | 5,441.54 | 5,441.54 |
| 7/2/25 | 51840BD Services - Contractual 20000 Accounts Payable | 25-6 | Lawn care for June Olsen's Property Maintenance | 490.00 | 490.00 |
| 7/7/25 | 51325AM Memberships - Institutio 20000 Accounts Payable | 0567 | SHRM Professional Membership Elan Financial Servies | 299.00 | 299.00 |
| 7/7/25 | 50135AM Annual Meeting 20000 Accounts Payable | 1075 | Amazon 5 award frames for annual celebrations Elan Financial Servies | 179.82 | 179.82 |
| 7/7/25 | 51880AM Supplies 20000 Accounts Payable | 1877 | Honest Weight cookies for C. Sagaas welcome Elan Financial Servies | 11.95 | 11.95 |
| 7/7/25 | 51885AD Supplies - Reimbursable 20000 Accounts Payable | 25195307 | 1 eBook OverDrive, Inc. | 27.50 | 27.50 |
| 7/7/25 | 50351ML-25 Central Lib. Aid 2025 20000 Accounts Payable | 25204971 | additional May cpc OverDrive, Inc. | 2.49 | 2.49 |
| 7/7/25 | 50351ML-25 Central Lib. Aid 2025 20000 Accounts Payable | 25205651 | CPC 2 OverDrive, Inc. | 469.56 | 469.56 |
| 7/7/25 | 50351ML-25 Central Lib. Aid 2025 20000 Accounts Payable | 25207383 | CPC 1 OverDrive, Inc. | 274.99 | 274.99 |
| 7/7/25 | 50465AD-25 e-content reorder 50465AD-25 e-content reorder 20000 Accounts Payable | 25209615 | 37 eBooks 12 audio books OverDrive, Inc. | 1,564.36 849.53 | 2,413.89 |
| 7/7/25 | 51885AD | 25210586 | 4 eBooks | 151.40 | |

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|--------|---|--------------|--|--------------|---------------|
| | Supplies - Reimbursable 51885AD | | 3 audio books | 238.97 | |
| | Supplies - Reimbursable 20000 Accounts Payable | | OverDrive, Inc. | | 390.37 |
| 7/7/25 | 51885AD Supplies - Reimbursable | 25210590 | 2 eBooks | 87.49 | |
| | 51885AD Supplies - Reimbursable 20000 Accounts Payable | | 4 audio books OverDrive, Inc. | 271.49 | 358.98 |
| 7/7/25 | 51885AD Supplies - Reimbursable | 25210594 | 1 eBook | 27.50 | |
| | 51885AD Supplies - Reimbursable 20000 Accounts Payable | | 1 audio book OverDrive, Inc. | 84.99 | 112.49 |
| 7/7/25 | 51885AD Supplies - Reimbursable | 25210652 | 9 eBooks | 356.69 | |
| | 51885AD Supplies - Reimbursable 20000 Accounts Payable | | 4 audio books OverDrive, Inc. | 309.96 | 666.65 |
| 7/7/25 | 51885AD Supplies - Reimbursable | 25210672 | 1 eBook | 59.99 | |
| | 51885AD Supplies - Reimbursable 20000 Accounts Payable | | 4 audio books OverDrive, Inc. | 288.98 | 348.97 |
| 7/7/25 | 51665YO Programs for Members | 3696 | Hannaford refreshments for YSAC | 36.01 | |
| | 20000 Accounts Payable | | Elan Financial Servies | | 36.01 |
| 7/7/25 | 51650AD Professional Developme | 3858 | Digipalooza | 275.00 | |
| | 51650AD Professional Developme 20000 Accounts Payable | | SWA travel for Anne Shaw Elan Financial Servies | 316.36 | 591.36 |
| 7/7/25 | 51970YO Travel | 7366 | Albany Parking NYLA spring on the hill | 10.00 | |
| | 20000 Accounts Payable | | Elan Financial Servies | | 10.00 |
| 7/7/25 | 51850AS Software Maintenance | 8775 | Monthly fee for PayPal Pro | 19.95 | |
| | 20000 Accounts Payable | | Elan Financial Servies | | 19.95 |
| 7/7/25 | 51850AS Software Maintenance | 9655 | Chat GPT monthly subscription | 21.60 | |
| | 20000 Accounts Payable | | Elan Financial Servies | | 21.60 |
| 7/9/25 | 51840BD Services - Contractual | 10017408 | Annual Service contract 2/1/25-1/31/26 | 12,470.00 | |
| | 20000 Accounts Payable | | Stark Tech | | 12,470.00 |

**Upper Hudson Library System
Purchase Journal
For the Period From Jul 1, 2025 to Jul 31, 2025**

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| Date | Account ID Account Description | Invoice/CM # | Line Description | Debit Amount | Credit Amount |
|-------------|---|---------------------|---|----------------------|----------------------|
| 7/9/25 | 51840AD Services - Contractual 20000 Accounts Payable | 212537 | Delivery Service 6/23-27/25 Arnoff Moving & Storage of Albany, INC. | 6,833.13 | 6,833.13 |
| 7/9/25 | 51885AD Supplies - Reimbursable 51885AD Supplies - Reimbursable 20000 Accounts Payable | 25210682 | 2 eBooks 2 audio books OverDrive, Inc. | 96.82 110.49 | 207.31 |
| 7/9/25 | 51885AD Supplies - Reimbursable 51885AD Supplies - Reimbursable 20000 Accounts Payable | 25210695 | 2 eBooks 3 audio books OverDrive, Inc. | 75.91 216.48 | 292.39 |
| 7/9/25 | 51885AD Supplies - Reimbursable 51885AD Supplies - Reimbursable 20000 Accounts Payable | 25210716 | 5 eBooks 5 audio books OverDrive, Inc. | 266.96 386.95 | 653.91 |
| 7/9/25 | 51885AD Supplies - Reimbursable 51885AD Supplies - Reimbursable 20000 Accounts Payable | 25210863 | 4 eBooks 3 Audio books OverDrive, Inc. | 154.96 207.93 | 362.89 |
| 7/9/25 | 51885AD Supplies - Reimbursable 51885AD Supplies - Reimbursable 20000 Accounts Payable | 25210868 | 2 eBooks audio book OverDrive, Inc. | 55.00 55.99 | 110.99 |
| 7/9/25 | 51885AD Supplies - Reimbursable 20000 Accounts Payable | 25210876 | 3 audio book OverDrive, Inc. | 135.74 | 135.74 |
| 7/9/25 | 51885AD Supplies - Reimbursable 51885AD Supplies - Reimbursable 20000 Accounts Payable | 25210887 | 2 eBooks audio book OverDrive, Inc. | 69.99 83.99 | 153.98 |
| 7/9/25 | 51885AD Supplies - Reimbursable 51885AD Supplies - Reimbursable 20000 Accounts Payable | 25210894 | eBook 2 audio books OverDrive, Inc. | 42.09 150.93 | 193.02 |
| 7/9/25 | 51885AD Supplies - Reimbursable 51885AD Supplies - Reimbursable 20000 | 25210914 | eBook 2 audio books OverDrive, Inc. | 60.00 170.00 | 230.00 |

**Upper Hudson Library System
Purchase Journal
For the Period From Jul 1, 2025 to Jul 31, 2025**

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by Date. Report is printed in Detail Format.

| Date | Account ID Account Description | Invoice/CM # | Line Description | Debit Amount | Credit Amount |
|---------|--|---------------|--|---------------------|---------------|
| | Accounts Payable | | | | |
| 7/9/25 | 52050BD Utilities 20000 Accounts Payable | 3444 | Monthly Solar 2012 Light Energy Fund 1 | 260.51 | 260.51 |
| 7/9/25 | 51845BD Services - Contractual J 20000 Accounts Payable | 4132 | Monthly cleaning for 2025 Martinez Cleaning, LLC | 1,169.77 | 1,169.77 |
| 7/9/25 | 51885AD Supplies - Reimbursable 20000 Accounts Payable | 507400515 | Q3 Advance Digital/Hoopla Midwest Tape | 54,010.28 | 54,010.28 |
| 7/9/25 | 51665YO Programs for Members 20000 Accounts Payable | 8027 | RIF book SALS | 7.79 | 7.79 |
| 7/9/25 | 50465AD-25 e-content reorder 20000 Accounts Payable | Q2 ERO | Q3 ERO holds alocation 2025 Albany Public Library | 9,939.67 | 9,939.67 |
| 7/9/25 | 50957OR-25 Insurance - Health 20000 Accounts Payable | Q2 Health Ins | Q2 2025 Health Insurance buyout Judith Wines | 250.00 | 250.00 |
| 7/9/25 | 50957AM Insurance - Health 20000 Accounts Payable | Q2 Health Ins | Q2 2025 Health Insurance buyout prorated Chris Sagaas | 79.67 | 79.67 |
| 7/9/25 | 51885AD Supplies - Reimbursable 20000 Accounts Payable | lost book | Lost Book III 228942796 Choco Mini V4 Menands Public Library | 18.50 | 18.50 |
| 7/16/25 | 51840BD Services - Contractual 20000 Accounts Payable | 0230 | ELDS 7/1/25-6/30/26 Capital District | 1,950.00 | 1,950.00 |
| 7/16/25 | 51320AM Member Trustee / Staff 20000 Accounts Payable | 071125 | Filing Oath of Office for G Gray Albany County Clerk | 5.00 | 5.00 |
| 7/16/25 | 51840BD Services - Contractual 20000 Accounts Payable | 07129142544 | Trash & Recycling service for July Casella | 216.95 | 216.95 |
| 7/16/25 | 51920AM Telephone Expense 50975AS Internet 20000 Accounts Payable | 20472816 | Telephone Internet FirstLight Fiber | 34.75 300.00 | 334.75 |
| 7/16/25 | 51840AD | 212731 | Delivery service 6/30-7/3/25 | 5,466.50 | |

Upper Hudson Library System
Purchase Journal
For the Period From Jul 1, 2025 to Jul 31, 2025

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by Date. Report is printed in Detail Format.

| Date | Account ID Account Description | Invoice/CM # | Line Description | Debit Amount | Credit Amount |
|---------|---|--------------|---|--------------------|-------------------|
| | Services - Contractual 20000 Accounts Payable | | Arnoff Moving & Storage of Albany, INC. | | 5,466.50 |
| 7/16/25 | 51325AM Memberships - Institutio 20000 Accounts Payable | 25/26-52 | Membership dues 7/1/25-6/30/26 Capital District | 2,889.00 | 2,889.00 |
| 7/16/25 | 51885AD Supplies - Reimbursable 51885AD Supplies - Reimbursable 20000 Accounts Payable | 25210927 | 4 eBooks 1 Audio book OverDrive, Inc. | 132.94 47.50 | 180.44 |
| 7/16/25 | 51885AD Supplies - Reimbursable 51885AD Supplies - Reimbursable 20000 Accounts Payable | 25210933 | 5 eBooks 3 Audio books OverDrive, Inc. | 162.90 172.44 | 335.34 |
| 7/16/25 | 51885AD Supplies - Reimbursable 51885AD Supplies - Reimbursable 20000 Accounts Payable | 25216841 | 24 eBooks 14 Audio books OverDrive, Inc. | 960.45 1,067.43 | 2,027.88 |
| 7/16/25 | 51885AD Supplies - Reimbursable 51885AD Supplies - Reimbursable 51885AD Supplies - Reimbursable 20000 Accounts Payable | 25216847 | 12 eBooks 11 Audio Books credit OverDrive, Inc. | 645.44 843.40 | 55.01 1,433.83 |
| 7/16/25 | 51885AD Supplies - Reimbursable 51885AD Supplies - Reimbursable 20000 Accounts Payable | 25216892 | 3 eBooks 2 Audio books OverDrive, Inc. | 105.00 50.00 | 155.00 |
| 7/16/25 | 51885AD Supplies - Reimbursable 20000 Accounts Payable | 25217409 | 16 eBooks OverDrive, Inc. | 264.48 | 264.48 |
| 7/16/25 | 51880AM Supplies 20000 Accounts Payable | 255239771 | 5 water jugs W.B. Mason Co., Inc. | 35.94 | 35.94 |
| 7/16/25 | 50550AM Equipment - Maintenanc 20000 Accounts Payable | 26128 | 6/13-7/12/25 copier usage Metroland Business Machines | 39.49 | 39.49 |
| 7/16/25 | 51665YO Programs for Members 20000 Accounts Payable | 5576 | RIF books 87 Mohawk Valley | 677.73 | 677.73 |

Upper Hudson Library System Purchase Journal For the Period From Jul 1, 2025 to Jul 31, 2025

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by Date. Report is printed in Detail Format.

| Date | Account ID Account Description | Invoice/CM # | Line Description | Debit Amount | Credit Amount |
|---------|---|---------------|--|--------------------|---------------|
| | Insurance - Health Retire 50957OR-25 | | Employee Medical including retro payment | 4,545.58 | |
| | Insurance - Health 50957OR-25 | | Employee Dental including retro payment | 199.02 | |
| | Insurance - Health 20000 | | CDPHP | | 15,224.65 |
| | Accounts Payable | | | | |
| 7/23/25 | 50958AM Insurance - Health Retire 20000 | 251940019097 | Retiree's medical insurance CDPHP | 2,312.16 | 2,312.16 |
| | Accounts Payable | | | | |
| 7/23/25 | 51010JG-25 Jail Grant 2025 20000 | 25200305 | 8 eBooks OverDrive, Inc. | 510.00 | 510.00 |
| | Accounts Payable | | | | |
| 7/23/25 | 51885AD Supplies - Reimbursable 20000 | 25218993 | 7 eBooks OverDrive, Inc. | 137.52 | 137.52 |
| | Accounts Payable | | | | |
| 7/23/25 | 50465AD-25 e-content reorder 50465AD-25 e-content reorder 20000 | 25220114 | 31 eBooks 13 Audio books OverDrive, Inc. | 1,414.47 999.77 | 2,414.24 |
| | Accounts Payable | | | | |
| 7/23/25 | 51880AM Supplies 20000 | 255360330 | tissues W.B. Mason Co., Inc. | 18.99 | 18.99 |
| | Accounts Payable | | | | |
| 7/23/25 | 51880AM Supplies 20000 | 255392677 | water cooler rental fee W.B. Mason Co., Inc. | 9.18 | 9.18 |
| | Accounts Payable | | | | |
| 7/23/25 | 50958AM Insurance - Health Retire 20000 | 286428-083125 | Retiree's medical insurance Highmark Blue Shield of Northeastern | 992.00 | 992.00 |
| | Accounts Payable | | | | |
| 7/23/25 | 20018 eCommerce for Mem. Li | 2nd Qrt eCom | Second Qrt 2025 Fines & Fees Collected for Member Libraries | 920.21 | |
| | 50217AM Bank Charges - Pay Pal | | Less PayPal flat fee | | 21.81 |
| | 50217AM Bank Charges - Pay Pal | | Less PayPal transaction fee | | 25.45 |
| | 20000 Accounts Payable | | William K. Sanford | | 872.95 |
| 7/23/25 | 20018 eCommerce for Mem. Li | 2nd Qrt eCom | Second Qrt 2025 Fines & Fees Collected for Member Libraries | 48.14 | |
| | 50217AM Bank Charges - Pay Pal | | Less PayPal flat fee | | 0.96 |
| | 50217AM Bank Charges - Pay Pal | | Less PayPal transaction fee | | 1.57 |
| | 20018 eCommerce for Mem. Li | | overpayment 1st qrt 2024 | | 34.30 |
| | 20000 | | Westerlo Public Library | | 11.31 |

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Filter Criteria includes: 1) Includes Drop Shipments. Report order is by Date. Report is printed in Detail Format.

| Date | Account ID Account Description | Invoice/CM # | Line Description | Debit Amount | Credit Amount |
|---------|-----------------------------------|--------------|---|--------------|---------------|
| | Accounts Payable | | | | |
| 7/23/25 | 20018 eCommerce for Mem. Li | 2nd Qrt eCom | Second Qrt 2025 Fines & Fees Collected for Member Libraries | 28.15 | |
| | 50217AM Bank Charges - Pay Pal | | Less PayPal flat fee | | 0.57 |
| | 50217AM Bank Charges - Pay Pal | | Less PayPal transaction fee | | 3.43 |
| | 20000 Accounts Payable | | Watervliet Public Library | | 24.15 |
| 7/23/25 | 20018 eCommerce for Mem. Li | 2nd Qrt eCom | Second Qrt 2025 Fines & Fees Collected for Member Libraries | 158.81 | |
| | 50217AM Bank Charges - Pay Pal | | Less PayPal flat fee | | 3.46 |
| | 50217AM Bank Charges - Pay Pal | | Less PayPal transaction fee | | 4.51 |
| | 20000 Accounts Payable | | Voorheesville Public Library | | 150.84 |
| 7/23/25 | 20018 eCommerce for Mem. Li | 2nd Qrt eCom | Second Qrt 2025 Fines & Fees Collected for Member Libraries | 233.78 | |
| | 50217AM Bank Charges - Pay Pal | | Less PayPal flat fee | | 4.73 |
| | 50217AM Bank Charges - Pay Pal | | Less PayPal transaction fee | | 4.51 |
| | 20000 Accounts Payable | | Troy Public Library | | 224.54 |
| 7/23/25 | 20018 eCommerce for Mem. Li | 2nd Qrt eCom | Second Qrt 2025 Fines & Fees Collected for Member Libraries | 32.20 | |
| | 50217AM Bank Charges - Pay Pal | | Less PayPal flat fee | | 0.64 |
| | 50217AM Bank Charges - Pay Pal | | Less PayPal transaction fee | | 1.67 |
| | 20000 Accounts Payable | | Sand Lake Town Library | | 29.89 |
| 7/23/25 | 20018 eCommerce for Mem. Li | 2nd Qrt eCom | Second Qrt 2025 Fines & Fees Collected for Member Libraries | 35.50 | |
| | 50217AM Bank Charges - Pay Pal | | Less PayPal flat fee | | 0.97 |
| | 50217AM Bank Charges - Pay Pal | | Less PayPal transaction fee | | 0.49 |
| | 20018 eCommerce for Mem. Li | | Additional pay per Joe T | 1.50 | |
| | 20000 Accounts Payable | | Rensselaer Public Library | | 35.54 |
| 7/23/25 | 20018 eCommerce for Mem. Li | 2nd Qrt eCom | Second Qrt 2025 Fines & Fees Collected for Member Libraries | 38.88 | |
| | 50217AM Bank Charges - Pay Pal | | Less PayPal flat fee | | 0.80 |
| | 50217AM Bank Charges - Pay Pal | | Less PayPal transaction fee | | 1.57 |
| | 20018 eCommerce for Mem. Li | | Short pay from 1st Qrt | 0.18 | |
| | 20000 Accounts Payable | | RCS Community Library | | 36.69 |

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| Date | Account ID Account Description | Invoice/CM # | Line Description | Debit Amount | Credit Amount |
|---------|-----------------------------------|--------------|---|--------------|---------------|
| 7/23/25 | 20018 eCommerce for Mem. Li | 2nd Qrt eCom | Second Qrt 2025 Fines & Fees Collected for Member Libraries | 8.95 | |
| | 50217AM Bank Charges - Pay Pal | | Less PayPal flat fee | | 0.18 |
| | 50217AM Bank Charges - Pay Pal | | Less PayPal transaction fee | | 0.98 |
| | 20000 Accounts Payable | | Poestenkill Library | | 7.79 |
| 7/23/25 | 20018 eCommerce for Mem. Li | 2nd Qrt eCom | Second Qrt 2025 Fines & Fees Collected for Member Libraries | 17.59 | |
| | 50217AM Bank Charges - Pay Pal | | Less PayPal flat fee | | 0.44 |
| | 20000 Accounts Payable | | Petersburgh Public Library | | 17.15 |
| 7/23/25 | 20018 eCommerce for Mem. Li | 2nd Qrt eCom | Second Qrt 2025 Fines & Fees Collected for Member Libraries | 80.84 | |
| | 50217AM Bank Charges - Pay Pal | | Less PayPal flat fee | | 1.66 |
| | 50217AM Bank Charges - Pay Pal | | Less PayPal transaction fee | | 2.06 |
| | 20000 Accounts Payable | | North Greenbush | | 77.12 |
| 7/23/25 | 20018 eCommerce for Mem. Li | 2nd Qrt eCom | Second Qrt 2025 Fines & Fees Collected for Member Libraries | 7.94 | |
| | 50217AM Bank Charges - Pay Pal | | Less PayPal flat fee | | 0.17 |
| | 50217AM Bank Charges - Pay Pal | | Less PayPal transaction fee | | 0.59 |
| | 20000 Accounts Payable | | Nassau Free Library | | 7.18 |
| 7/23/25 | 20018 eCommerce for Mem. Li | 2nd Qrt eCom | Second Qrt 2025 Fines & Fees Collected for Member Libraries | 22.20 | |
| | 50217AM Bank Charges - Pay Pal | | Less PayPal flat fee | | 0.47 |
| | 50217AM Bank Charges - Pay Pal | | Less PayPal transaction fee | | 1.96 |
| | 20000 Accounts Payable | | Menands Public Library | | 19.77 |
| 7/23/25 | 20018 eCommerce for Mem. Li | 2nd Qrt eCom | Second Qrt 2025 Fines & Fees Collected for Member Libraries | 290.83 | |
| | 50217AM Bank Charges - Pay Pal | | Less PayPal flat fee | | 6.19 |
| | 50217AM Bank Charges - Pay Pal | | Less PayPal transaction fee | | 3.14 |
| | 20000 Accounts Payable | | Guilderland Public Library | | 281.50 |
| 7/23/25 | 20018 eCommerce for Mem. Li | 2nd Qrt eCom | Second Qrt 2025 Fines & Fees Collected for Member Libraries | 242.66 | |
| | 50217AM Bank Charges - Pay Pal | | Less PayPal flat fee | | 5.41 |
| | 50217AM | | Less PayPal transaction fee | | 4.51 |

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| Date | Account ID Account Description | Invoice/CM # | Line Description | Debit Amount | Credit Amount |
|---------|---|--------------|---|--------------|---------------|
| | Bank Charges - Pay Pal 20000 Accounts Payable | | East Greenbush Community | | 232.74 |
| 7/23/25 | 20018 eCommerce for Mem. Li | 2nd Qrt eCom | Second Qrt 2025 Fines & Fees Collected for Member Libraries | 7.00 | |
| | 50217AM Bank Charges - Pay Pal 50217AM | | Less PayPal flat fee | | 0.18 |
| | Bank Charges - Pay Pal 20000 Accounts Payable | | Less PayPal transaction fee | | 0.98 |
| | | | Arvilla E. Diver | | 5.84 |
| 7/23/25 | 20018 eCommerce for Mem. Li | 2nd Qrt eCom | Second Qrt 2025 Fines & Fees Collected for Member Libraries | 43.99 | |
| | 50217AM Bank Charges - Pay Pal 50217AM | | Less PayPal flat fee | | 1.16 |
| | Bank Charges - Pay Pal 20000 Accounts Payable | | Less PayPal transaction fee | | 14.21 |
| | | | Cohoes Public Library | | 28.62 |
| 7/23/25 | 20018 eCommerce for Mem. Li | 2nd Qrt eCom | Second Qrt 2025 Fines & Fees Collected for Member Libraries | 8.50 | |
| | 50217AM Bank Charges - Pay Pal 50217AM | | Less PayPal flat fee | | 0.17 |
| | Bank Charges - Pay Pal 20000 Accounts Payable | | Less PayPal transaction fee | | 1.96 |
| | | | Cheney Free Public Library | | 6.37 |
| 7/23/25 | 20018 eCommerce for Mem. Li | 2nd Qrt eCom | Second Qrt 2025 Fines & Fees Collected for Member Libraries | 32.99 | |
| | 50217AM Bank Charges - Pay Pal 50217AM | | Less PayPal flat fee | | 0.66 |
| | Bank Charges - Pay Pal 20000 Accounts Payable | | Less PayPal transaction fee | | 1.96 |
| | | | Brunswick Community Library | | 30.37 |
| 7/23/25 | 20018 eCommerce for Mem. Li | 2nd Qrt eCom | Second Qrt 2025 Fines & Fees Collected for Member Libraries | 665.57 | |
| | 50217AM Bank Charges - Pay Pal 50217AM | | Less PayPal flat fee | | 15.40 |
| | Bank Charges - Pay Pal 20000 Accounts Payable | | Less PayPal transaction fee | | 8.55 |
| | | | Bethlehem Public Library | | 641.62 |
| 7/23/25 | 20018 eCommerce for Mem. Li | 2nd Qrt eCom | Second Qrt 2025 Fines & Fees Collected for Member Libraries | 6.15 | |
| | 50217AM Bank Charges - Pay Pal 50217AM | | Less PayPal flat fee | | 0.17 |
| | Bank Charges - Pay Pal 20000 Accounts Payable | | Less PayPal transaction fee | | 0.59 |
| | | | Berlin Free Town Library | | 5.39 |
| 7/23/25 | 20018 | 2nd Qrt eCom | Second Qrt 2025 Fines & Fees Collected for Member | 36.99 | |

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| Date | Account ID Account Description | Invoice/CM # | Line Description | Debit Amount | Credit Amount |
|---------|-----------------------------------|--------------|---|--------------|---------------|
| | eCommerce for Mem. Li | | Fees Collected for Member Libraries | | |
| | 50217AM | | Less PayPal flat fee | | 0.77 |
| | Bank Charges - Pay Pal | | | | |
| | 50217AM | | Less PayPal transaction fee | | 1.18 |
| | Bank Charges - Pay Pal | | | | |
| | 20000 | | Altamont Free Library | | 35.04 |
| | Accounts Payable | | | | |
| 7/23/25 | 20018 | 2nd Qrt eCom | Second Qrt 2025 Fines & Fees Collected for Member Libraries | 454.28 | |
| | eCommerce for Mem. Li | | | | |
| | 50217AM | | Less PayPal flat fee | | 10.50 |
| | Bank Charges - Pay Pal | | | | |
| | 50217AM | | Less PayPal transaction fee | | 16.00 |
| | Bank Charges - Pay Pal | | | | |
| | 20000 | | Albany Public Library | | 427.78 |
| | Accounts Payable | | | | |
| 7/23/25 | 51320AD-24 | Equity Chal | Equity Challenge Programmng | 500.00 | |
| | Outreach Adult Grant 20 | | Albany Public Library | | 500.00 |
| | 20000 | | | | |
| | Accounts Payable | | | | |
| 7/23/25 | 51320AD-24 | Equity Chal | Equity Challenge | 500.00 | |
| | Outreach Adult Grant 20 | | Bethlehem Public Library | | 500.00 |
| | 20000 | | | | |
| | Accounts Payable | | | | |
| 7/24/25 | 51850AS | 2234 | WP Mail Smtp Pro license renewal for website | 99.00 | |
| | Software Maintenance | | Elan Financial Servies | | 99.00 |
| | 20000 | | | | |
| | Accounts Payable | | | | |
| 7/28/25 | 50975AS | 4876 | Name cheap domain name renewal | 15.00 | |
| | Internet | | Elan Financial Servies | | 15.00 |
| | 20000 | | | | |
| | Accounts Payable | | | | |
| 7/30/25 | 51850AS | 071825 | Late fee | 39.00 | |
| | Software Maintenance | | Elan Financial Servies | | 39.00 |
| | 20000 | | | | |
| | Accounts Payable | | | | |
| 7/30/25 | 51970AD | 07222025 | Parking for Dig equality | 13.00 | |
| | Travel | | Judith Wines | | 13.00 |
| | 20000 | | | | |
| | Accounts Payable | | | | |
| 7/30/25 | 51665YO | 072225 | cookies for meeting | 12.73 | |
| | Programs for Members | | Judith Wines | | 12.73 |
| | 20000 | | | | |
| | Accounts Payable | | | | |
| 7/30/25 | 51970AM | 072525 | Travel reimbrusement | 97.36 | |
| | Travel | | Jona L. Favreau | | 97.36 |
| | 20000 | | | | |
| | Accounts Payable | | | | |
| 7/30/25 | 51310BD | 10019607 | Replacement for failed blower motor | 2,829.00 | |
| | Maintenance & Repair | | Stark Tech | | 2,829.00 |
| | 20000 | | | | |
| | Accounts Payable | | | | |
| 7/30/25 | 51310BD | 1013613 | Installation of security camera in back yard | 533.50 | |

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|---------|---|--------------|--|---------------------------------------|------------------------|
| | Maintenance & Repair 20000 Accounts Payable | | camera in back yard Harold R. Clune, Inc. | | 533.50 |
| 7/30/25 | 51880AM Supplies 20000 Accounts Payable | 1054 | Amazon crosscut paper shredder Elan Financial Servies | 99.18 | 99.18 |
| 7/30/25 | 51310BD Maintenance & Repair 20000 Accounts Payable | 1482 | Home Depot carbon monoxide detector for boiler room Elan Financial Servies | 19.97 | 19.97 |
| 7/30/25 | 51880AM Supplies 20000 Accounts Payable | 2227 | Market 32 cookies for meeting Elan Financial Servies | 5.29 | 5.29 |
| 7/30/25 | 51885AD Supplies - Reimbursable 51885AD Supplies - Reimbursable 50010AD-23 Earned AD Income '23 51885AD Supplies - Reimbursable 20000 Accounts Payable | 25222429 | 28 eBooks 16 Audio books 1 Audio book credit OverDrive, Inc. | 1,175.53 1,243.33 26.99 | 251.54 2,194.31 |
| 7/30/25 | 51010JG-25 Jail Grant 2025 20000 Accounts Payable | 25224460 | 3 eBooks Res Jail OverDrive, Inc. | 139.97 | 139.97 |
| 7/30/25 | 51850AS Software Maintenance 20000 Accounts Payable | 3265 | Chat GPT monthly subscription Elan Financial Servies | 21.60 | 21.60 |
| 7/30/25 | 51845BD Services - Contractual J 20000 Accounts Payable | 4192 | Monthly cleaning for 2025 Martinez Cleaning, LLC | 1,169.77 | 1,169.77 |
| 7/30/25 | 51880AM Supplies 20000 Accounts Payable | 4209 | 100 Business cards C Sagaas Elan Financial Servies | 36.20 | 36.20 |
| 7/30/25 | 51665YO Programs for Members 20000 Accounts Payable | 4236 | Prize for AI challenge Elan Financial Servies | 19.45 | 19.45 |
| 7/30/25 | 50975AS Internet 20000 Accounts Payable | 6934 | Name Cheap renewal for Brun Elan Financial Servies | 15.18 | 15.18 |
| 7/30/25 | 51850AS Software Maintenance 20000 Accounts Payable | 7169 | Monthly fee for PayPal Pro Elan Financial Servies | 19.95 | 19.95 |

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|-------------|---|---------------------|-----------------------------------|---------------------|----------------------|
| 7/30/25 | 51315or-24 Materials | 8224 | Afghan Kabab | 23.05 | |
| | 51315or-24 Materials | | Honest Weight | 26.53 | |
| | 20000 Accounts Payable | | Elan Financial Servies | | 49.58 |
| 7/30/25 | 51885AD Supplies - Reimbursable | 8791 | Tacos Diablo Lunch for 17 | 341.94 | |
| | 20000 Accounts Payable | | Elan Financial Servies | | 341.94 |
| 7/30/25 | 51880AM Supplies | 9552 | Bensons fish and food for tank | 40.54 | |
| | 20000 Accounts Payable | | Elan Financial Servies | | 40.54 |
| 7/30/25 | 51212or-24 Large Print Book Collecti | 999100699182 | 4 Large print books | 131.16 | |
| | 20000 Accounts Payable | | Cengage Learning Inc / Gale | | 131.16 |
| 7/30/25 | 51320AD-24 Outreach Adult Grant 20 | Equity Challenge | Equity Challenge | 1,500.00 | |
| | 20000 Accounts Payable | | Valley Falls Free Library | | 1,500.00 |
| 7/30/25 | 51320AD-24 Outreach Adult Grant 20 | Equity Challenge | Equity Challenge | 500.00 | |
| | 20000 Accounts Payable | | East Greenbush Community | | 500.00 |
| | | | | 174,166.71 | 174,166.71 |
| | | | | 174,166.71 | 174,166.71 |

Expense Report

For the Seven Month(s) Ending July 31, 2025

| | <u>Total Budget</u> | <u>Current Month</u> | | | <u>2025 Totals</u> | <u>Grand Total</u> | <u>Remaining Budget</u> | <u>Percentage of Budget Spent</u> |
|---|---------------------|----------------------|--------------------|--------------------|---------------------|---------------------|-------------------------|-----------------------------------|
| Program Expenses: | | | | | | | | |
| Direct Member Aid - 2025 | 415,191.00 | 747.04 | 0.00 | 0.00 | 18,845.23 | 18,845.23 | 396,345.77 | 4.54 |
| Automation Services | 446,761.00 | 20,756.30 | 0.00 | 0.00 | 272,530.87 | 272,530.87 | 174,230.13 | 61.00 |
| Youth and Family Services | 217,812.00 | 9,239.77 | 0.00 | 0.00 | 100,250.87 | 100,250.87 | 117,561.13 | 46.03 |
| Adult & Information Services | 456,657.32 | 41,799.13 | 0.00 | 0.00 | 228,514.57 | 228,514.57 | 228,142.75 | 50.04 |
| Outreach - 2025 | 106,509.00 | 11,006.48 | 0.00 | 0.00 | 53,247.47 | 53,247.47 | 53,261.53 | 49.99 |
| Administration | 378,916.00 | 21,969.57 | 0.00 | 0.00 | 185,572.80 | 185,572.80 | 193,343.20 | 48.97 |
| Building | 214,553.00 | 22,992.99 | 0.00 | 0.00 | 98,123.21 | 98,123.21 | 116,429.79 | 45.73 |
| Total Program Expenses | 2,236,399.32 | 128,511.28 | 0.00 | 0.00 | 957,085.02 | 957,085.02 | 1,279,314.30 | 42.80 |
| Program Carryover Expenses: | | | | | | | | |
| | <u>Total Budget</u> | <u>Current Month</u> | <u>2023 Totals</u> | <u>2024 Totals</u> | <u>2025 Totals</u> | <u>Grand Total</u> | <u>Remaining Budget</u> | <u>Percentage of Budget Spent</u> |
| Outreach - 2023 | 100,224.00 | 0.00 | 92,954.25 | 4,268.04 | 353.30 | 97,575.59 | 2,648.41 | 97.36 |
| Outreach - 2024 | 104,504.00 | 180.74 | 0.00 | 92,342.56 | 2,077.48 | 94,420.04 | 10,083.96 | 90.35 |
| Total Program Carryover Expenses | 204,728.00 | 180.74 | 92,954.25 | 96,610.60 | 2,430.78 | 191,995.63 | 12,732.37 | 93.78 |
| Grant Expenses: | | | | | | | | |
| eContent Reorder - 2024 | 93,784.66 | 0.00 | 0.00 | 91,133.79 | 2,650.87 | 93,784.66 | 0.00 | 100.00 |
| eContent Reorder - 2025 | 97,837.83 | 14,767.80 | 0.00 | 0.00 | 61,129.24 | 61,129.24 | 36,708.59 | 62.48 |
| Jail Grant - 2025 | 6,905.00 | 649.97 | 0.00 | 0.00 | 2,172.37 | 2,172.37 | 4,732.63 | 31.46 |
| Jail Grant - 2024 | 6,995.00 | 0.00 | 0.00 | 6,063.62 | 931.38 | 6,995.00 | 0.00 | 100.00 |
| Outreach Adult Grant - 2025 | 8,714.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 8,714.00 | 0.00 |
| Outreach Adult Grant - 2024 | 8,714.00 | 3,000.00 | 0.00 | 13.75 | 5,639.76 | 5,653.51 | 3,060.49 | 64.88 |
| Outreach Adult Grant - 2023 | 18,714.00 | 0.00 | 0.00 | 1,753.76 | 8,960.24 | 10,714.00 | 8,000.00 | 57.25 |
| Outreach YS Grant - 2025 | 13,555.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 13,555.00 | 0.00 |
| Outreach YS Grant - 2024 | 13,555.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 13,555.00 | 0.00 |
| Outreach YS Grant - 2023 | 13,555.00 | 0.00 | 0.00 | 8,161.12 | 604.96 | 8,766.08 | 4,788.92 | 64.67 |
| AD Earned Income | 1,200.00 | 26.99 | 359.30 | 27.24 | 26.99 | 413.53 | 786.47 | 34.46 |
| YS Earned Income | 2,446.45 | 0.00 | 888.86 | 453.00 | 229.00 | 1,570.86 | 875.59 | 64.21 |
| Total Grant Expenses | 285,975.94 | 18,444.76 | 1,248.16 | 107,606.28 | 82,344.81 | 191,199.25 | 94,776.69 | 66.86 |
| Total All Expenses | 2,727,103.26 | 147,136.78 | 94,202.41 | 204,216.88 | 1,041,860.61 | 1,340,279.90 | 1,386,823.36 | 49.15 |