

Moore Memorial Library

Board of Trustees Meeting

Agenda

May 19, 2025 - 5:30pm

- I. Call to order
- II. Roll call/attendance
- III. Adoption of May 19, 2025, meeting agenda
- IV. New Business action items:
 - Minutes of March 17, 2025
 - April 21, 2025 (no quorum)
 - Finance reports
 - 4CLS automation fee & contract
 - Sentry Alarms estimates
 - Tree service estimates
 - Interim Library Director
 - Resolution – accepting new hires/resignations
- V. New Business discussion items:
 - Library Director's Report
 - 990 updates & library financials
 - Redesign of library brochure
 - Annual report to the community infographic
- VI. Other Business
 - Shed/cottage debris
- VII. Public Comment
 - No items submitted in advance
- VIII. Adjournment

Moore Memorial Library

Board of Trustees Meeting

Agenda

April 21, 2025 - 5:30pm

- I. Call to order
- II. Roll call/attendance
- III. Adoption of April 21, 2025, meeting agenda
- IV. New Business action items:
 - Minutes of March 17, 2025
 - Finance reports
 - 4CLS automation fee
 - Sentry Alarms estimate
 - Redesign of library brochure
- V. New Business discussion items:
 - Library Director's Report
 - 990 update
- VI. Other Business
- VII. Public Comment
 - No items submitted in advance
- VIII. Adjournment

Moore Memorial Library
Board of Trustee Meeting Minutes
March 17, 2025 - 5:30pm

- I. Call to order -Meeting was called to order by President Christine Buck at 5:31 p.m.
- II. Roll call/attendance – Present: N. Bromley, T. Brant, C. Buck, D. Fowlston, M. Paino, K. Raymond, J. Roth, J. Ruth, T. Winn. Absent: G. Breuilly, G. Hinman
- III. The minutes of the meeting held on February 10, 2025, were approved for filing.
- IV. New Business **action** items: On a motion by M. Paino, seconded by J. Roth, the following consent agenda items were approved. Ayes all.
 - Finance reports were given by H. Harvey and C. Buck. (These will be further updated for the next meeting). It was noted that the Morgan Stanley account is down \$1,300 from January 1, 2025.
 - Tax Levy letter and budget for Greene Central School District Newsletter/Budget Vote 2025-2026
 - A temporary long-range plan was discussed, as we have fallen behind. H. Harvey will spearhead a community survey.
 - The New York State Annual Report has been submitted and reviewed by the trustees. The trustees thanked H. Harvey for her hard work in gathering the necessary information.
- V. New Business **discussion** items:
 - The Library Director's Report was given by H. Harvey, who shared the following:
 - Code inspection has been completed. Repairs are underway – several of which have already been resolved.
 - Library recorder, software, and cameras are woefully outdated– H. Harvey will obtain a quote to upgrade. The trustees authorized an expenditure of up to \$5,000 to move forward with this on a motion by M. Paino, seconded by N. Bromley. Ayes all.
 - 2024 filing of 990 – This is in process. Vice President Paino will reach out to Mr. Daniels, a local CPA to discuss this process and gauge his willingness to assist.
 - 2023 filing of 990 – The library was fined \$3,760 due to filing late. Attorney Neville had the materials on time, but did not file within the extension deadline.
 - Trustee education requirements – Each trustee must complete two hours of in-service training. H. Harvey discussed a few options including offerings from the Four County Library System. Their website contains training links for trustees.
 - Proposed partnerships within the community – The library receives frequent requests from community groups to help with their various fund-raising endeavors. It was reiterated that staff will not be required to sell items or handle funds for outside groups.
 - January and February library visitation statistics were shared with the board.

- H. Harvey will be seeking guidance from the Four County Library System regarding an internal personnel matter.

VI. Other Business

Trustee J. Ruth introduced the topic of the shed used for Santa's cottage, which remains on the front lawn of the library. The removal date which was agreed upon was January 20, 2025. The holiday decorations also remain. After some discussion, it was agreed that a letter will be sent to the Hometown Holiday Greene members requesting the building be moved, as they agreed to when they signed the grounds use form. They should be given two weeks from the date of the letter to move the shed. Trustees expressed concern that they had left it for so long, lawn damage may occur upon moving the shed. If that is the case, the Hometown Holiday committee shall be responsible for timely repair.

VII. Public Comment

- None

VIII. Adjournment – The meeting was adjourned at 6:35 on a motion by M. Paino, seconded by J. Ruth. Ayes all. Next meeting date is April 21, 2025, at 5:30 p.m.

Respectfully submitted:

Terri Brant

Theresa Brant

MOORE MEMORIAL LIBRARY BOARD OF TRUSTEES

April 21, 2025

Present: Nancy Bromley, Jim Ruth, Tiffany Winn, Christine Buck, and Director Hailley Harvey

Excused: Terri Brandt, Karen Raymond, Mike Paino

Absent: Dave Fowlston, Gary Breuilly, Joe Roth, Gordon Hinman

Since a quorum was not present, an informational meeting was called to order by President Christine Buck at 5:30 p.m. No business action was taken at the meeting.

Those present heard an update on the library's state of financial recordkeeping and Trustee Buck's discussion with CPA Jim Daniels, discussed the Library Director's report, and received an update on the library's 990 reporting. Director Harvey will seek a second estimate with fewer options from Sentry Alarms to reduce the cost. The new library brochure will be duplicated and made available to the public.

Trustee Ruth mentioned concern about trees needing pruning or removal, a pin oak in front and a large tree abutting the parking lot. This issue was left unresolved by a former Library Director. Trustee Winn provided contact information for one tree specialist, Kurt Davis, and Trustee Buck will do the same for two other companies, Precision Tree Service and Aerial Tree & Stump Removal.

The next meeting will be held at 5:30 p.m. on Monday, May 19.

The meeting was adjourned at 5:50 p.m.

Christine E. Buck, President



FOUR COUNTY LIBRARY SYSTEM

WWW.4CLS.ORG

Providing consolidated services to public libraries in Broome, Chenango, Delaware and Otsego Counties since 1960.

304 Clubhouse Road
Vestal, New York 13850
607.723.8236 | 607.723.1722 (fax)

March 31, 2025

Library Directors,

At last week's Director's Meeting, a consensus was reached to proceed with the proposed automation fee plan for 2026-2028. The fees were calculated using the standard automation fee formula (base fee, circulation component, holdings component) and applying a 10% cap on increases and a 5% cap on decreases. The resulting fees will cover 75% of the 4CLS Automation Program. The remaining cost will be borne by the 4CLS operating budget.

A further consensus from the meeting was that the formula that has been in use (in some form) since 2001 is reaching the end of its usefulness. We will work together to find a better solution by the end of the next cycle of fees in 2028.

Enclosed is a copy of fees and an updated Automation Contract. Please return a signed copy of the contract to me at your convenience. I will return a fully executed copy for your records.

Thank you for your input through this process. If you have any questions or concerns about the meeting, the formula, the fees, or any other area, please do not hesitate to contact me.

Sincerely,

Steven J. Bachman
Executive Director

Enc: Automation Contract 2025-2028
Automation Fees 2025-2028

Agreement for Shared Online Integrated Library System Services

Four County Library System (hereinafter referred to as "the System") and Moore Memorial Library (hereinafter referred to as "the Library") agree as follows:

1. PURPOSE

The Purpose of the agreement is to define the scope of services to be provided by the System to the Library with regard to the shared online Integrated Library System (hereinafter referred to as "ILS") as well as the responsibilities of both parties.

2. CONTRACT WITH

System has executed a contract with SirsiDynix for the support and hosting of the Integrated Library System software. The Library hereby agrees that System, as the contracting institution, shall be the sole contractee with ILS Vendor and that the Library has no direct interest in said contract.

3. FUNCTIONS OF ILS

Upon implementation of this agreement, the following functions are available to the Library through the ILS-- the System reserves the right to add to these functions or modify them with 30 days' notice to the Library.

- Bibliographic record database
- Circulation control
- Patron record database
- Online catalog
- Statistical reports

4. RESPONSIBILITIES OF THE PARTIES

A. ILS responsibilities of System shall be to:

- a. Provide appropriately skilled and trained staff to maintain, oversee, and develop the ILS capabilities;
- b. House or outsource the ILS components including servers, storage devices and backup services;
- c. Assume the costs of electric power, heating, and cooling for the above components;
- d. Adequately insure all central site components;
- e. Assure performance of regular maintenance tasks on the ILS components and enter into such maintenance contracts as are needed to reasonably assure reliability of ILS **Catalog**;
- f. Provide telephone assistance during normal System office hours for problems and questions related to **the ILS**;
- g. Put together, when appropriate, group orders, or negotiate group pricing, for Library equipment necessary for the implementation of this agreement; and rebill the Library at cost for such items;
- h. Provide to the Library ongoing training and documentation as System staff deem necessary to make efficient use of ILS in circulation, catalog/holdings maintenance and statistical reporting;

- i. Hold the final authority for issuance of policies for use of the ILS, following appropriate consultation with the Governing Council;
- j. Hold the final authority for modifications to costs and fees of **ILS** participation; and
- k. Collect and disseminate policies and best practices for use of the ILS.

B. Internet & Managed Network Security Services Responsibilities of System shall be to:

- a. Negotiate contracts with cost-effective and reliable Internet service providers on an annual or multi-year basis, whichever is best, for the Library;
- b. Provide network hardware (Firewalls, Routers, Switches, ...) to provide Library access to ILS system and supporting services;
- c. Coordinate network infrastructure and telecommunications access necessary to connect the Library to the ILS system and supporting services;
- d. Provide access to telephone assistance after hours for critical network problems related to accessing **ILS** services;
- e. Monitor network services, triage network problems, advise on network upgrades; and
- f. Apply for E-rate reimbursements on behalf of all online libraries and use those funds to offset **ILS** costs.

C. ILS Responsibilities of the Library shall be to:

- a. Purchase, insure, and maintain at its own expense the **ILS** equipment used in the Library, including but not limited to workstations, bar code readers, and printers;
- b. Purchase at its own expense all supplies necessary for the Library's use of the **ILS** system, including but not limited to barcodes, paper, and printer supplies;
- c. Purchase all barcode labels through System arrangements or consult with appropriate system staff before purchasing from an outside supplier;
- d. Consult with appropriate System staff before purchasing other equipment, supplies, etc. for use in conjunction with **ILS**;
- e. Assure that only authorized, trained personnel will use or supervise the use of **ILS**; and that each is fully trained and stays up-to-date on ILS procedures;
- f. Designate at least one staff person to act as a Training Point Person who will be willing and able to
 - i. Attend formal System ILS training sessions
 - ii. Act as the Library trainer for staff who may not be able to attend formal System training
 - iii. Make sure local training questions and problems are brought to System attention
 - iv. Make sure training information from System is shared with all Library staff;
- g. Designate at least one staff person to act as a Decision Making Point Person who will be willing and able to
 - i. Attend at least 3 (of 4) ILS User's Group meetings each year
 - ii. Vote on ILS operation decisions on behalf of the Library
 - iii. Make sure Library staff is aware and trained with regards to decisions made at ILS User's Group Meetings;

- h. Abide by the policies and procedures for the use of ILS as established by System and the ILS User's Group which include:
 - i. keep its holdings accurately updated in the ILS catalog in a timely manner
 - ii. add, delete, and maintain patron records according to established procedures
 - iii. follow ILS circulation best practices
 - iv. Lend materials from its collection to other Member Libraries of the System;
- i. Adhere to standard ethical practices regarding the privacy and confidentiality of patron records:
 - a. ALA's Freedom to Read Statement -
<http://www.ala.org/advocacy/intfreedom/statementspols/freedomreadstatement>
 - b. ALA's Freedom to View Statement -
<http://www.ala.org/vrt/professionalresources/vrtresources/freedomtoview>
 - c. ALA's Code of Ethics -
<http://www.ala.org/advocacy/proethics/codeofethics/codeethics>
- j. Assure that ILS is used only for legitimate Library purposes;
- k. Pay all bills sent by System for the use of ILS which are not in dispute within thirty days of receipt or make alternate arrangements with the 4CLS Business Office. Disputed bills shall be in writing and received at System within 30 days of billing date;
- l. Provide any necessary documents necessary for e-rate purposes properly executed and promptly delivered.

D. Internet & Managed Network Security Services Responsibilities of the Library shall be to:

- a. Provide for the security and maintenance of all computers on the Library's local area network:
 - i. Install and regularly update Antivirus software on all computers, preferably a program provided through a System site-license with support. Locally selected alternatives may be acceptable with approval of Systems Administrator and Library commitment to keep current.
 - ii. Install and regularly update critical operating system and applications software patches and updates, with support from System for obtaining and installing Windows operating system and applications (IE, Office) patches.
 - iii. Install workstation security software on public computers. 4CLS will provide a list of supported software. Acceptable alternatives need to be discussed and approved by System, and should restrict the ability to install software or make permanent changes to public computer configurations.
 - iv. Prevent any non-Library owned computer from connecting directly to the library's wired network;
- b. Provide optional wireless access using wireless access points purchased from the System or with library configured access points with the following security measures in place:
 - i. For library owned wireless computers, access should be configured using WEP or WPA (preferred) encryption

- ii. For patron owned wireless devices, access should be blocked to all internal IP addresses and devices, and, ideally, bandwidth allocations should be limited for public wireless use. [Beginning in 2016, these rules will be preconfigured in the access points purchased through the System.];
- c. Remove computers and/or devices from the network and take corrective action if they are found to be the source of a network attack;
- d. Consult with 4CLS Automation staff before adding additional non-4CLS equipment to the 4CLS network (solar system, wireless printer, etc)

5. ILS USER'S GROUP

The purposes of said User's Group shall be:

- a. to assist in developing policies and procedures for the shared use of the computer system;
- b. to participate in operational decisions which affect more than one participant;
- c. to assure the mutually beneficial operation of the computer system.

All members of the User's Group shall be afforded adequate opportunity to express the needs and opinions of their respective participating institutions regarding matters under consideration. The User's Group is chaired by the 4CLS Systems Manager and comprised of representatives of the online libraries. When voting occurs, each online library shall cast one vote. Items may be placed on the agenda by contacting the 4CLS Systems Manager up to 1 week before a scheduled meeting.

To assist the User's Group, the ILS Advisory Committee, a committee made up of representatives from nine member libraries, will meet between ILS User's Group Meetings to analyze issues and develop recommendations.

6. WARRANTIES, ASSURANCES, AND DISCLAIMERS

The ILS and its related functions shall be generally available for use by the Library all day, every day. When scheduled maintenance will cause the ILS to be unavailable, the System shall notify the Library as far in advance as possible. The System shall make every reasonable effort to ensure the reliability of the ILS and its associated telecommunication networks; however, the Library agrees that the System shall not be held liable for any inconvenience of loss of service, materials, or revenues caused by failures or irregularities of the ILS, its software, or the telecommunications network, whatever the cause.

7. OWNERSHIP AND TITLE TO ILS COMPONENTS

- A. The System has full ownership or exclusive contract and title to all central site hardware components, including but not limited to the servers, storage devices and backup units.
- B. The System retains full ownership and title to the bibliographic database. The Library shall have the right to acquire a machine-readable copy of its own holdings in the bibliographic database, including full bibliographic records, at its own expense. Such expense shall include, but not be limited to, the cost of supplies, computer time, and labor.
- C. The Library shall retain full ownership and title to equipment purchased by the Library for use with the ILS system. Equipment purchased by the System for the use of the Library shall remain the property of the System unless there is specific written exception. The System shall maintain and insure these items.

8. PAYMENTS

The Library agrees to make payments to the System according to the following schedule. The Library agrees to pay all charges within thirty days of receipt of any bill; or to dispute as outlined in item 4.C.k. above or to make alternative arrangements with the 4CLS Business Office. The following fees are in effect from April 1, 2025 through March 31, 2028.

9. CHARGES

A. ILS Charges are payable annually by May 1. The Library's fees are detailed in Appendix A.

B. The automation fee budget is established by combining the following cost factors:

1. Staffing in the Automation Department
2. Training for Automation staff
3. Telecommunications charges
4. Maintenance fees to the ILS Vendor (SirsiDynix)
5. Reserve for equipment upgrades

C. See Appendix A for a full listing of Automation Fees during the contract period.

1. Holdings and circulation data were pulled from NYS Annual Reports.

10. MODIFICATIONS

This agreement may not be modified except in writing and with agreement of both parties.

11. SEVERABILITY

If any provision of this agreement is held invalid, such invalidity shall not affect any other provision of this agreement which can be given effect without the invalid provision, and, to this end, the provisions of this agreement are severable.

12. TERM OF AGREEMENT

This agreement shall be effective from April 1, 2025 through March 31, 2028. It may be terminated by either party upon 45 days written notice to the other.

13. SIGNATURE

This agreement shall become effective upon the signature of the Library Board President (see next page) and the System Executive Director.

4CLS Automation Fees 2025-2028

	2025 Fee	2026 Fee	% Change	2027 Fee	2028 Fee
Afton Free Library	\$ 4,593	\$ 5,052	10.0%	\$ 5,204	\$ 5,360
Andes Public Library	\$ 4,481	\$ 4,745	5.9%	\$ 4,887	\$ 5,034
Bainbridge Free Library	\$ 3,755	\$ 4,131	10.0%	\$ 4,254	\$ 4,382
Bovina Public Library	\$ 3,207	\$ 3,528	10.0%	\$ 3,634	\$ 3,743
Broome County Public Library	\$ 84,866	\$ 80,623	-5.0%	\$ 80,623	\$ 80,623
Cannon Free Library	\$ 7,131	\$ 7,844	10.0%	\$ 8,079	\$ 8,322
Cherry Valley Memorial Library	\$ 3,645	\$ 4,010	10.0%	\$ 4,130	\$ 4,254
Deposit Free Library	\$ 7,386	\$ 7,122	-3.6%	\$ 7,122	\$ 7,122
Edmeston Free Library	\$ 2,730	\$ 3,003	10.0%	\$ 3,093	\$ 3,186
Fairview Public Library	\$ 5,261	\$ 5,787	10.0%	\$ 5,961	\$ 6,140
Fenton Free Library	\$ 9,472	\$ 10,419	10.0%	\$ 10,732	\$ 11,054
Franklin Free Library	\$ 3,848	\$ 4,217	9.6%	\$ 4,344	\$ 4,474
George F. Johnson Memorial Library	\$ 43,725	\$ 41,539	-5.0%	\$ 41,539	\$ 41,539
Gilbertsville Free Library	\$ 3,174	\$ 3,491	10.0%	\$ 3,596	\$ 3,704
Guernsey Memorial Library of Norwich	\$ 30,323	\$ 31,569	4.1%	\$ 32,516	\$ 33,492
Harris Memorial Library	\$ 3,031	\$ 3,334	10.0%	\$ 3,434	\$ 3,537
Huntington Memorial Library	\$ 32,070	\$ 30,467	-5.0%	\$ 30,467	\$ 30,467
Kinney Memorial Library	\$ 8,658	\$ 9,524	10.0%	\$ 9,810	\$ 10,104
Lisle Free Library	\$ 3,919	\$ 4,311	10.0%	\$ 4,440	\$ 4,573
Louise Adelia Read Memorial Library	\$ 7,684	\$ 7,300	-5.0%	\$ 7,300	\$ 7,300
Mary Wilcox Memorial Library	\$ 8,116	\$ 8,928	10.0%	\$ 9,195	\$ 9,471
Milford Free Library	\$ 4,319	\$ 4,103	-5.0%	\$ 4,103	\$ 4,103
Moore Memorial Library	\$ 13,078	\$ 12,424	-5.0%	\$ 12,424	\$ 12,424
Morris Library	\$ 4,097	\$ 4,187	2.2%	\$ 4,313	\$ 4,442
New Berlin Library	\$ 7,831	\$ 8,162	4.2%	\$ 8,407	\$ 8,659
Nineveh Pub Lib Of Colesville Township	\$ 3,362	\$ 3,698	10.0%	\$ 3,809	\$ 3,923
Oxford Memorial Library	\$ 8,328	\$ 9,161	10.0%	\$ 9,436	\$ 9,719
Richfield Springs Public Library	\$ 5,180	\$ 5,698	10.0%	\$ 5,869	\$ 6,045
Roxbury Library Association	\$ 5,311	\$ 5,045	-5.0%	\$ 5,045	\$ 5,045
Sherburne Public Library	\$ 8,814	\$ 9,585	8.7%	\$ 9,873	\$ 10,169
Sidney Memorial Public Library	\$ 23,722	\$ 22,536	-5.0%	\$ 22,536	\$ 22,536
Masonville	\$ 500	\$ 500	0.0%	\$ 500	\$ 500
Skene Memorial Library	\$ 3,956	\$ 3,758	-5.0%	\$ 3,758	\$ 3,758
Smyrna Public Library	\$ 2,773	\$ 3,050	10.0%	\$ 3,142	\$ 3,236
South New Berlin Free Library	\$ 3,535	\$ 3,889	10.0%	\$ 4,005	\$ 4,125
Springfield Library	\$ 4,615	\$ 5,077	10.0%	\$ 5,229	\$ 5,386
Stamford Village Library	\$ 7,260	\$ 7,728	6.4%	\$ 7,960	\$ 8,199
Unadilla Public Library	\$ 3,284	\$ 3,612	10.0%	\$ 3,721	\$ 3,832
Vestal Public Library	\$ 41,204	\$ 45,324	10.0%	\$ 46,684	\$ 48,085
Village Library Of Cooperstown	\$ 10,345	\$ 11,380	10.0%	\$ 11,721	\$ 12,073
William B. Ogden Free Library	\$ 6,204	\$ 6,824	10.0%	\$ 7,029	\$ 7,240
Worcester Free Library	\$ 3,993	\$ 4,392	10.0%	\$ 4,524	\$ 4,660
Your Home Public Library	\$ 18,167	\$ 17,838	-1.8%	\$ 17,838	\$ 17,838
Otselic Valley Public Library		\$ 3,500		\$ 3,605	\$ 3,713
Totals	\$ 470,953	\$ 482,414		\$ 489,889	\$ 497,588

Sentry Alarms
40 Chenango St
Binghamton, NY 13901-2902
Tel : (607)723-2934 Fax: (607)724-3858

Honeywell

Authorized Security Dealer



Proposal Number 36833
Created 4/16/2025
Salesperson Dave Winckler

Greene Public (Moore Memorial) Library
Hailley Harvey
59 Genesee Street
Greene, NY 13778

RETAIL INSTALLATION AGREEMENT

Date: Apr 17th, 0225

Job # _____

Customer's Name: **Greene Public (Moore Memorial) Library**

Billing Address: **59 Genesee Street, Greene NY 13778**

Address of Installation: **59 Genesee Street, Greene NY 13778**

Premise Phone No: **(607) 656-9349**

Sale Contact: **Hailley Harvey** Phone No: **(607) 656-9349** Email: **gr.hailley@4cls.org**

SENTRY ALARMS (herein referred to as SENTRY), agrees to sell and install at Customer's premise,
and Customer agrees to buy a security system consisting of the following equipment and services:

PRICE AND PAYMENT BY CUSTOMER

Customer agrees to pay the purchase price of such security system in the amount of **\$ 2,995.00**
plus tax in the amount of **Exempt** for a total of **\$ 2,995.00** as follows **\$ 1,500.00** Due upon
signing agreement **\$ 1,495.00** Due upon completion of installation.

Job Description: New Install ☐ **Upgrade** ☒ Add-on ☐ Takeover ☐ Prewire ☐ Other ☐

Approximate date work is to begin: 10-12 Weeks Approximate date work is to be substantially completed: 2 Weeks

NYS Lic. # 12000007148

Pennsylvania Home Improvement Contractor # PA046462 (1-888-520-6680)

Qty	Description
-----	-------------

1	Project Scope of Work
---	-----------------------

	Upgrade existing Video Recorder, Connect existing Cameras utilizing existing cabling. Relocate Children's Area Camera to capture seating area. Set up DSS+ Video software for Director and Circulation Desk computers.
--	--

1	16 Channel Hybrid Video Recorder (Part# VD-X82B3A)
---	--

	Located in Basement Server Closet
--	-----------------------------------

1	8TB WD Surveillance Hard Drive (Part# ST8000VNA04)
---	--

	Provided for local video storage
--	----------------------------------

1	27" LED Monitor 1080P BNC/VGA/HDMI (Part# OE-27LED2)
---	--

	Located at DVR in basement
--	----------------------------

Qty	Description
-----	-------------

1 Labor to install, program, & test

\$2,995.00

Sentry Alarms
40 Chenango St
Binghamton, NY 13901-2902
Tel : (607)723-2934 Fax: (607)724-3858

Honeywell

Authorized Security Dealer



Proposal Number 36832

Created 4/16/2025

Salesperson Dave Winckler

Greene Public (Moore Memorial) Library
Hailley Harvey
59 Genesee Street
Greene, NY 13778

RETAIL INSTALLATION AGREEMENT

Date: Apr 17th, 0225

Job # _____

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Billing Address: **59 Genesee Street, Greene NY 13778**

Address of Installation: **59 Genesee Street, Greene NY 13778**

Premise Phone No: **(607) 656-9349**

Sale Contact: **Hailley Harvey** Phone No: **(607) 656-9349** Email: **gr.hailley@4cls.org**

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and Customer agrees to buy a security system consisting of the following equipment and services:

PRICE AND PAYMENT BY CUSTOMER

Customer agrees to pay the purchase price of such security system in the amount of **\$ 6,500.00**
plus tax in the amount of **Exempt** for a total of **\$ 6,500.00** as follows **\$ 3,000.00** Due upon
signing agreement **\$ 3,500.00** Due upon completion of installation.

Job Description: New Install ☐ **Upgrade** ☒ Add-on ☐ Takeover ☐ Prewire ☐ Other ☐

Approximate date work is to begin: 10-12 Weeks Approximate date work is to be substantially completed: 1 Week

NYS Lic. # 12000007148

Pennsylvania Home Improvement Contractor # PA046462 (1-888-520-6680)

Qty	Description
-----	-------------

1	Project Scope of Work
---	-----------------------

Upgrade existing Camera system, replacing Video Recorder, and Interior
Cameras utilizing existing cabling. Relocate Children's Area Camera to capture
seating area. Set up DSS+ Video software for Director and Circulation Desk
computers.

1	16 Channel Hybrid Video Recorder (Part# VD-X82B3A)
---	--

Located in Basement Server Closet

1	8TB WD Surveillance Hard Drive (Part# ST8000VNA04)
---	--

Provided for local video storage

1	27" LED Monitor 1080P BNC/VGA/HDMI (Part# OE-27LED2)
---	--

Located at DVR in basement

9	Analog 5MP Night Color 2.8mm Turret Camera (Part# VD-A52CJ62)
---	---

1.) Center Walkway

2.) Amphitheater (Inside)

3.) Teen Room

Proposal Number: 36832

Qty Description

Analog 5MP Night Color 2.8mm Turret Camera - Continued

4.) Side Ramp

5.) Computer Lab

6.) Elevator Entrance

7.) Circulation Desk

8.) Children's Section

9.) Cynthia Raymond Area

1 AX-SAV18D 18 Ch 12VDC 5A Power Supply

1 CAT6 Cable White

1 Misc Hardware and Fittings

1 Labor to install, program, & test

\$6,500.00

Sentry Alarms
40 Chenango St
Binghamton, NY 13901-2902
Tel : (607)723-2934 Fax: (607)724-3858

Honeywell

Authorized Security Dealer



Proposal Number 36815

Created 4/11/2025

Salesperson Dave Winckler

Greene Public (Moore Memorial) Library
Hailley Harvey
59 Genesee Street
Greene, NY 13778

RETAIL INSTALLATION AGREEMENT

Date: Apr 11th, 0225

Job # _____

Customer's Name: Greene Public (Moore Memorial) Library

Billing Address: 59 Genesee Street, Greene NY 13778

Address of Installation: 59 Genesee Street, Greene NY 13778

Premise Phone No: (607) 656-9349

Sale Contact: Hailley Harvey Phone No: (607) 656-9349 Email: gr.hailley@4cls.org

SENTRY ALARMS (herein referred to as SENTRY), agrees to sell and install at Customer's premise, and Customer agrees to buy a security system consisting of the following equipment and services:

PRICE AND PAYMENT BY CUSTOMER

Customer agrees to pay the purchase price of such security system in the amount of **\$ 13,825.00** plus tax in the amount of **Exempt** for a total of **\$ 13,825.00** as follows **\$ 7,000.00** Due upon signing agreement **\$ 6,825.00** Due upon completion of installation.

Job Description: New Install ☐ Upgrade ☒ Add-on ☐ Takeover ☐ Prewire ☐ Other ☐

Approximate date work is to begin: 10-12 Weeks Approximate date work is to be substantially completed: 2 Weeks

NYS Lic. # 12000007148

Pennsylvania Home Improvement Contractor # PA046462 (1-888-520-6680)

Qty	Description
1	Project Scope of Work Upgrade existing Camera system, replacing Video Recorder, and Cameras utilizing existing cabling where possible. Relocate Children's Area Camera to capture seating area. Set up DSS+ Video software for Director and Circulation Desk computers.
1	16 Channel Hybrid Video Recorder (Part# VD-X82B3A) Located in Basement Server Closet
1	8TB WD Surveillance Hard Drive (Part# ST8000VNA04) Provided for local video storage
1	27" LED Monitor 1080P BNC/VGA/HDMI (Part# OE-27LED2) Located at DVR in basement
9	Analog 5MP Night Color 2.8mm Turret Camera (Part# VD-A52CJ62) 1.) Center Walkway 2.) Amphitheater (Inside) 3.) Teen Room

Proposal Number: 36815

Qty Description

Analog 5MP Night Color 2.8mm Turret Camera - Continued

- 4.) Side Ramp
- 5.) Computer Lab
- 6.) Elevator Entrance
- 7.) Circulation Desk
- 8.) Children's Section
- 9.) Cynthia Raymond Area

2 Analog 8MP Starlight 3.6-11mm Bullet Camera (Part# A82AF5V)

- 1.) Front Exterior
- 2.) Amphitheater

11 VD-PFA130E Surface Mount Back Box

1 AX-SAV18D 18 Ch 12VDC 5A Power Supply

1 Misc Hardware and Fittings

1 Coax Cable Black 500' Part# WG-50015508)

1 Metal Beige Wire Mold Metal (Per Foot)

1 Labor to install, program, & test

1 40' Scizzor Lift / Rough Terrain Electric Lift (p/day)

\$13,825.00

Davis Tree and Forestry LLC
847 Hammer Rd
Oxford NY 13830

Contractors Invoice

WORK PERFORMED AT:

TO:

Moore Memorial Library
Greene NY 13778

DATE

5-6-25

YOUR WORK ORDER NO.

OUR BID NO.

DESCRIPTION OF WORK PERFORMED

Oak Tree - \$3500.00

Cut, chip and Remove all branches and wood.

Stump (Grind) \$400

(clean up) \$200

\$600

* Total Job - \$4100.00

All Material is guaranteed to be as specified, and the above work was performed in accordance with the drawings and specifications provided for the above work and was completed in a substantial workmanlike manner for the agreed sum of _____

Dollars (\$_____).

This is a ☐ Partial ☐ Full invoice due and payable by: _____

Month

Day

Year

in accordance with our ☐ Agreement ☐ Proposal

No. _____ Dated _____

Month

Day

Year

WHO WE ARE

► HISTORY

In 1901, Rachel Beckwith Moore, wife of Nathaniel Moore, bought land in the Village of Greene and announced that her sons, William Henry Moore and James Hobart Moore, had offered to donate money for a library in their boyhood hometown. William and James gave \$65,000 for the construction of the building. They gave an additional \$65,000 for books and an endowment fund. In 1955, William Henry Moore's widow, Ada Small Moore, left an additional \$150,000 to be added to the library's endowment fund.

Construction of the library began in 1901 and was completed in 1903. Moore Memorial Library opened on January 28, 1904. The exterior is Indiana sandstone with white marble columns and stairs at the entrance. The interior is finished in dark antique oak with mosaic floor tiles.

The Cynthia Raymond Room was dedicated in 1990. The room serves as a community meeting place and educational center. The Cynthia Raymond room was made possible by donations to the library from friends of Cynthia Raymond, the Raymond Corporation, and the Raymond Foundation.

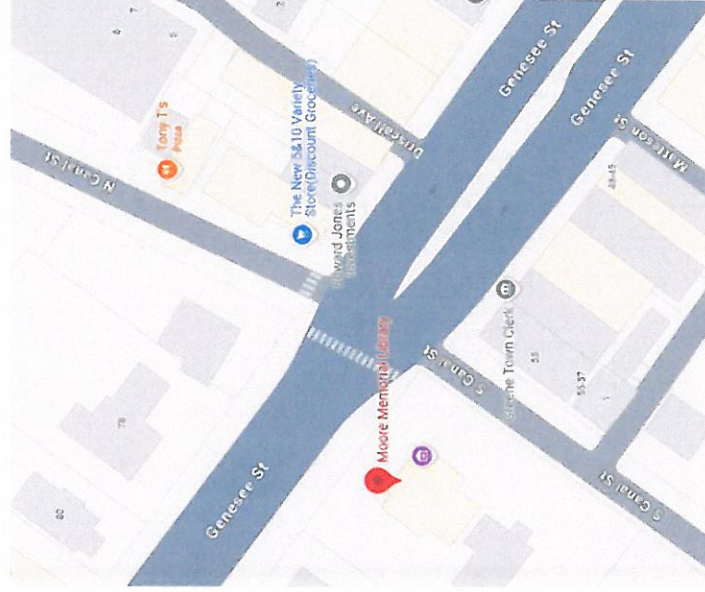
In 2007, an addition was added to the library. This added a new Youth Services area, a computer lab, an amphitheater, and a reading garden. The first elected library trustees chose the name, "Moore Memorial Library," to honor the family's generous gift to the Village of Greene.

Board Meetings are typically held on the 3rd Monday of each month in the Cynthia Raymond Room

VISIT US



MOORE MEMORIAL LIBRARY
59 GENESEE STREET
GREENE, NY 13778
(607) 656-9349
GREENELIBRARY.ORG



THE PARKING LOT ENTRANCE IS ON SOUTH CANAL STREET OR YOU MAY PARK IN FRONT OF THE LIBRARY ON GENESEE STREET



Scan the QR code to visit the library's website and/or search the 4CLS catalog.

MOORE MEMORIAL LIBRARY



LIBRARY HOURS

- **MONDAY** 9:30 AM - 8:00 PM
- **TUESDAY** 9:30 AM - 8:00 PM
- **WEDNESDAY** 9:30 AM-8:00 PM
- **THURSDAY** 9:30 AM-8:00 PM
- **FRIDAY** 9:30 AM-5:00 PM
- **SATURDAY** 9:00 AM-1:00 PM
- **SUNDAY** CLOSED

BORROWER INFORMATION

LIBRARY CARDS

Moore Memorial Library is a member of the Four County Library System which serves 43 libraries throughout Broome, Chenango, Delaware, and Otsego Counties. With a library card, patrons have access to library materials from all 43 libraries.

Library cards are free and can be used at any of the libraries that participate with the Four County Library System. To obtain a card, adults 18+ are asked to fill out a library card application at the library where it can be approved onsite. Children may also get a library card of their own at three years of age. A parent or guardian will need to sign the library card application on the child's behalf.

DUE DATES

- **Books and audiobooks** - are due 3 weeks after they are borrowed. As long as there are no holds, items will be curtesy renewed once. Patrons may also renew materials on their own in-person, online, or over the phone.
- **DVDs** - are due 1 week after they are borrowed. Patrons may borrow up to 5 DVDs at a time on their card. At this time, DVDs cannot be renewed.

LIBRARY FINES

- **Books and audiobooks** - \$0.10 per day
- **DVDs** - \$1.00
- **There are no fines on juvenile materials**

RETURNING ITEMS TO THE LIBRARY

Materials from all Four County Libraries may be returned to Moore Memorial Library. During hours of operation, materials may be returned in person to the circulation desk. After hours, patrons are able to place materials in a drop box for returns. There is a drop box located on the front porch of the Genesee Street entrance to the library. There is also an accessible drop box located on the ramp on the South Canal Street entrance.

SEARCHING THE CATALOG

You can browse the catalog, renew items, pay fines, and check your account at www.greenelibrary.org

REQUESTING ITEMS FROM OTHER FOUR COUNTY LIBRARIES

Interlibrary loan service is available. Patrons may request items from any of the 43 Four County Libraries and have them delivered to Moore Memorial Library. Requests can be made in person at the circulation desk or over the phone. Patrons may also make requests by logging into their online accounts. When logging in, use the numbers under the barcode on your library card as your USER ID. The last four digits of your phone number serve as your PIN.

LOST OR DAMAGE ITEMS

Patrons are responsible for any items that are lost or damaged and will be charged a replacement fee.

ACCESSIBILITY

Please call (607) 656-9349 for assistance using the ramp or accessing the elevator located on the South Canal Street side of the building.

SERVICES

LIBRARY SERVICES

- **Free Wi-Fi** - sign into **moore-public-g**
- **Photocopier** - \$0.25 per page (black & white only)
- **Faxing** - \$2 for the cover sheet and first page; \$1 for each additional page
- **Public access computers** - available from opening until 15 minutes before closing. Internet and Microsoft Office Suite available.
- **Printing** - \$0.25 per page. Public access computers print at the circulation desk.
- **Scanning** - patrons may scan to a USB at no cost. They may print from a USB for \$0.25 per page (black and white only).

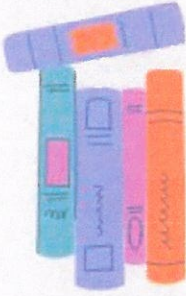
LIBBY FOR EBOOKS, AUDIOBOOKS, AND MAGAZINES

Libby is a free app from OverDrive that allows users to borrow digital content from their public library's collection. Download the Libby app at the Apple Store or Google Play and follow the prompts to find your library and sign in using your library card barcode number and library card PIN number.

OTHER SERVICES

- **Cynthia Raymond Meeting Room** - available for non-profit community groups or individuals when the library is open
- **Peg Ross Room Computer Lab** - available for non-profit community groups or individuals when the library is open.
- **Library Programming** - the library holds regular and special programming throughout the year. Visit the library or follow us on Facebook to see what we are offering.

MOORE MEMORIAL LIBRARY



7,800
Total Library Visits
(general attendance +
program attendance)

21,556
Total Physical Items
Circulated

3,803

Public Computer
& WIFI Sessions

**A
YEAR
IN
REVIEW
2024**

3,710

Total Interlibrary
Loans Borrowed

1,278

Total Number of
Program Attendees

5,923

Total Interlibrary
Loans Received

2,442

Total Registered
Borrowers

832

Number of Reference
Questions Answered



Thank you for visiting the revised E-Rate and New York State Libraries section!

The pages in this section have been revised to support accessibility and improve navigation. We hope that these changes help guide users to important information about securing affordable access to modern telecommunications and information services for their libraries.

Please take some time to check out the revisions. You can let us know what you think about these changes by sending a message to nysldigital@nysed.gov.

E-Rate and New York State Libraries

[Aid and Funding Home](#)

[Recorded Webinars](#)

[NY-ERATE Discussion List](#)

Questions? Contact Us

Sign up for NYS Library News

Program Overview

In 1997, the Federal Communications Commission (FCC) adopted a Universal Service Order implementing the Telecommunications Act of 1996. The Order, commonly referred to as "E-Rate" (Education Rate), ensures that all eligible schools and libraries have affordable access to modern telecommunications and information services. The E-Rate Program provides funding to eligible public libraries and public library systems, not-for-profit special libraries, and reference and research library resources systems.

From 1998, the first year of the program, to 2023, New York State libraries have received a yearly average of \$10 million, for a grand total of over \$257 million from the E-Rate program. As of January 2024, New York's libraries have received over \$9.7 million for Fiscal Year 2023. This funding helps libraries purchase affordable advanced telecommunications services, Internet connectivity, and internal connections to meet the information needs of New Yorkers — critical infrastructure in today's information-rich world.

Tools and Resources

[E-Rate Resource Center](#)

Sponsored by the New York State Education Department and provided by [E-Rate Central](#), this website contains resources, news, information, and assistance for New York State libraries and schools applying for E-Rate, including the current NYS Valid File. This page also contains a link to sign up for E-Rate Central's weekly newsletter specifically for New York State applicants.

[E-Rate Trainings](#)

You can find information on upcoming and past training workshops provided by E-Rate Central. Additionally, please use the "Recorded Webinars" link on this page to browse past trainings hosted and maintained by the NYS Library.

[Universal Service Administrative Company \(USAC\)](#)

Homepage of the Universal Service Administrative Company (USAC), which administers E-Rate. Access the EPC Portal, manage EPC accounts, and view training resources and application information. Also check out [USAC's helpful deadline calculator](#).

[Free and Reduced Lunch Statistics for New York State \(Excel\)](#)

Review the most recent National School Lunch Program data for New York State applicants.

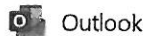
[NY-ERATE List](#)

This is an E-Rate discussion list for New York library and library system staff who file E-Rate applications, assist those who do or who are considering applying.

Last Updated: May 21, 2024

The New York State Library is part of the [Office of Cultural Education](#), within the [New York State Education Department](#).
[Contact NYS Library](#) | [Index A-Z](#) | [Terms of Use](#) | [Accessibility Policy](#)





Outlook

[Directors] E-Rate & Supreme Court

From Steven Bachman <sbachman@4cls.org>

Date Mon 2025-03-31 1:18 PM

To directors@4cls.org <directors@4cls.org>

Cc Jeffrey Henry <jbhenry@4cls.org>; Sarah Reid <sreid@4cls.org>; Megan Biddle <mbiddle@4cls.org>; Courtney Deiss <CDeiss@4cls.org>; Circe McKenney <cmckenney@4cls.org>; Brian Lee <blee@4cls.org>; Athea Mortenson <amortenson@4cls.org>

1 attachment (461 bytes)

ATT00001.txt;

Hello,

See below for a brief recap of the Supreme Court case related to E-Rate. There is cause for optimism.

Supreme Court Hearing on USF Constitutionality

The U.S. Supreme Court held an almost three-hour hearing last week — coincidentally on the same day the FY 2025 E-Rate application window closed — to discuss the constitutionality of the Universal Service Fund ("USF"). The outcome of the Supreme Court's decision, not expected until June or later this summer, will be important to E-Rate, one of the four FCC programs supported by the USF. The case reached the Supreme Court as the result of differing opinions issued by three separate U.S. appeals courts. Consumers' Research, a litigious public interest group, argued that the USF fee mechanism is effectively a tax improperly delegated to the FCC that, in turn, has improperly delegated control of USF to USAC, a private company. Consumers' Research argues that USF violates the long-dormant "nondelegation principle" under which the U.S. Congress has improperly delegated its taxing power to other entities.

Speaking in favor of USF before the Court was the acting U.S. Solicitor General, representing the Administration and an experienced attorney arguing on behalf of the Schools, Health & Libraries Broadband ("SHLB") Coalition and other broadband advocacy groups. A pre-hearing press conference, organized by SHLB, featured a series of school and library supporters, including an appearance by FCC Commissioner Anna Gomez (speaking below), all stressing the importance of USF.

Our sense from the hearing itself ([transcript](#)) is that the majority of the Justices will be reluctant to overturn USF recognizing:

- The long-standing success of the program in addressing affordable telecommunications services for all Americans, an original goal tracing back to the Communications Act of 1934.
- Despite a call from Consumers' Research for a Congress-imposed cap, actual USF expenses have grown little over its long history.
- Overturning the "nondelegation principle" would impact many other federal programs.

Steven J. Bachman
Executive Director
Four County Library System
www.4cls.org
SBachman@4cls.org
607-723-8236 ext. 301

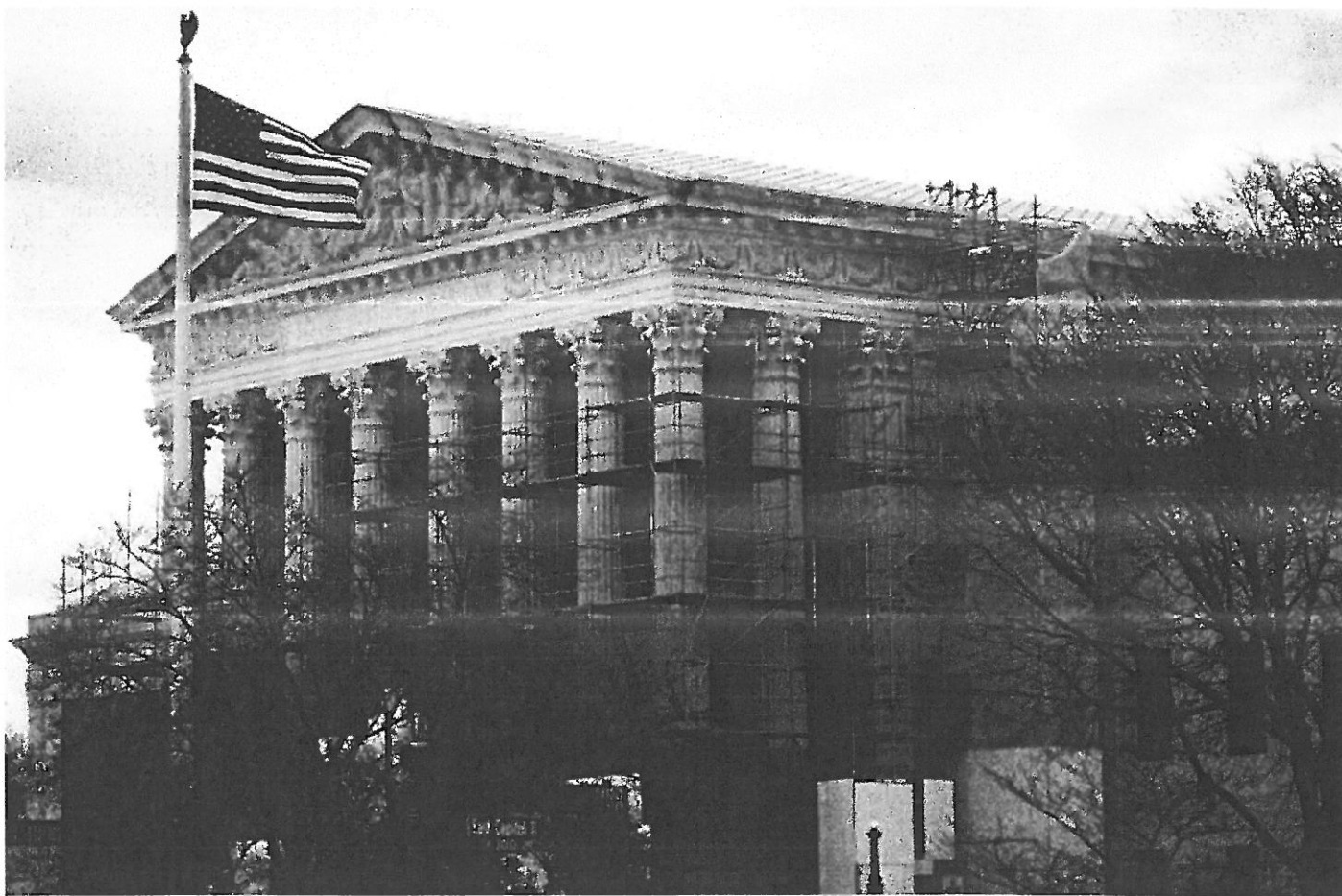
[DONATE](#)

LAW

Supreme Court hears challenge to congressional mandate for phone subsidies in rural areas

MARCH 26, 2025 · 4:30 AM ET

HEARD ON MORNING EDITION

 Nina Totenberg[4-Minute Listen](#)[PLAYLIST](#)[TRANSCRIPT](#)

The U.S. Supreme Court
Win McNamee/Getty Images

The Supreme Court on Wednesday hears another challenge to the way federal agencies operate. The issue basically boils down to this: Did Congress exceed its authority when it authorized the Federal Communications Commission to establish a program that provides accessible—and subsidized—internet service to rural and underserved areas?

At the center of the case is Article I, Section 1 of the Constitution, which has just 25 words: "All legislative Powers herein granted shall be vested in a Congress of the United States, which shall consist of a Senate and House of Representatives."

It's called the Vesting Clause because it vests the country's lawmaking power in Congress. But the clause says nothing either way about when or if Congress can delegate its power. Some conservatives have long argued that Congress may not delegate its powers. Others, like the late Justice Antonin Scalia, say it's a question of degree. But in any event, Wednesday's case could make it much more difficult for Congress to establish programs and authorize agencies to carry out congressional objectives.

Sponsor Message

-5%

Ships in 1 Business Day
Oriental Trading Company

Congress founded the FCC more than 90 years ago to ensure the availability of affordable and reliable communication services throughout the United States.

The agency initially established a system of implicit subsidies by requiring telephone companies to charge below-cost rates in rural areas, where it was harder and more expensive to build phone networks, while allowing the companies to charge *more* in cities where it was easier to build networks.

In other words, in order to create universal service available for all, city dwellers were subsidizing rural areas. By 1996, though, the world of telecommunications was bursting with innovations from the internet to broadband. And Congress overhauled the act, replacing the old system of implicit subsidies with explicit subsidies for customers and hospitals in rural areas, as well as schools and libraries.

Under the 1996 law, the FCC is charged with figuring out how much each telecommunications company must pay into the subsidy program, called the Universal Service Fund. For all practical purposes, the charges are passed on to customers on their telephone or internet bills as surcharges. The question before the Supreme Court is whether that system is an unconstitutional delegation of congressional power.

Challenging the law is Consumers' Research, an anti-regulatory conservative group, that targets what it considers "woke" policies.

Sponsor Message

Representing the group is lawyer Trent McCotter who argues that "the power here is the power to tax, which is a power that's very strictly legislative."

He argues that not only has Congress unconstitutionally given away its power over taxation, but it's done so twice over because the FCC created a private nonprofit to determine how much each telecommunications company must pay into the fund.

The FCC counters that the Universal Service Fund fees are not a tax, and that whatever one chooses to call them, they were authorized by Congress in order to ensure coverage for rural areas.

Indeed, providing universal service is "the core mission of the agency" and "Congress can't run the program after they set it up," says Richard Wiley, a Republican who served as chairman of the FCC during the Nixon Administration. Running the program, he notes "is what the FCC was established to do.

What's more, he says that the private non-profit company created by the FCC to calculate the universal fund charges has no power of its own. According to Wiley, the company is composed mainly of accountants who "really get into the nitty gritty of whether an E-Rate company has submitted the proper charges for their services or whether people have applied these particular programs properly."

And he says that the FCC, including him when he was on the Commission, does supervise the private company and, on occasion, reverses its findings.

Two federal appeals courts have sided with the FCC in this case, and one, the ultra-conservative Fifth Circuit, has ruled the other way, invalidating the FCC's Universal Service Fund as an unconstitutional delegation of congressional power.

Now the Supreme Court, with a 6-to-3 conservative majority, will have the final say. If it strikes down the FCC program, the implications across the regulatory spectrum could be profound.