

**SOUTHERN ADIRONDACK LIBRARY SYSTEM**

**FOR BOARD PERUSAL**

**Warrants & Payroll Expense For December 2023**

General Fund - December 2023		
Approved	Warrant #	Amount
12/12/2023	2023-35	\$ 830.15
12/12/2023	2023-36	\$ 6,813.00
12/12/2023	2023-37	\$ 11,872.80
12/12/2023	PAY#25-2023	\$ 70,186.80
12/12/2023	2023-38	\$ 87,505.18
12/27/2023	2023-39	\$ 40,617.39
12/27/2023	PAY#26-2023	\$ 43,297.11
		<u>\$ 261,122.43</u>

Trust & Agency - December 2023		
Approved	Warrant #	Amount
12/1/2023	ACH-NYS Ret (Nov)	\$ 1,656.31
12/12/2023	ACH-NYS DC	\$ 1,771.07
12/12/2023	TA23-25	\$ 29,449.23
12/27/2023	ACH-NYS DC	\$ 1,771.07
12/27/2023	TA23-26	\$ 490.93
		<u>\$ 35,138.61</u>

**Southern Adirondack Library System**  
**Warrant for Payment 2023-35**  
 Authorized Expenditures as Approved: 12/8/2023

Date 12/12/2023

Vou #	Claimant	Account	Amount	Check #
433	Argyle Free Library-V			
		A497 · CE for Member Libraries	276.72	14488
	Total Argyle Free Library-V		<u>276.72</u>	
434	Town of Indian Lake Public Library			
		A497 · CE for Member Libraries	276.71	14489
	Total Town of Indian Lake Public Library		<u>276.71</u>	
435	Caldwell-Lake George Library			
		A497 · CE for Member Libraries	276.72	14490
	Total Caldwell-Lake George Library		<u>276.72</u>	
<b>TOTAL</b>			<u><u>830.15</u></u>	

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 Authorized Signature

**Southern Adirondack Library System**  
**Warrant for Payment 2023-36**  
 Authorized Expenditures as Approved: 12/8/2023

Date 12/12/2023

Vou #	Claimant	Account	Amount	Check #
<b>436</b>	<b>Argyle Free Library-V</b>			
		A491J · NYS Love Your Library Fund	283.88	14491
	Total Argyle Free Library-V		<u>283.88</u>	
<b>437</b>	<b>Ballston Spa Public Library-V</b>			
		A491J · NYS Love Your Library Fund	283.88	14492
	Total Ballston Spa Public Library-V		<u>283.88</u>	
<b>438</b>	<b>BUR Ballston Community Public Library</b>			
		A491J · NYS Love Your Library Fund	283.88	14493
	Total BUR		<u>283.88</u>	
<b>439</b>	<b>CHT Town of Chester Public Library</b>			
		A491J · NYS Love Your Library Fund	283.88	14494
	Total CHT		<u>283.88</u>	
<b>440</b>	<b>Corinth Free Library-V</b>			
		A491J · NYS Love Your Library Fund	283.88	14495
	Total Corinth Free Library-V		<u>283.88</u>	
<b>441</b>	<b>CPH</b>			
		A491J · NYS Love Your Library Fund	283.88	14496
	Total CPH		<u>283.88</u>	
<b>442</b>	<b>Easton Library-V</b>			
		A491J · NYS Love Your Library Fund	283.88	14497
	Total Easton Library-V		<u>283.88</u>	
<b>443</b>	<b>Galway Public Library-V</b>			
		A491J · NYS Love Your Library Fund	283.88	14498
	Total Galway Public Library-V		<u>283.88</u>	
<b>444</b>	<b>GLE</b>			
		A491J · NYS Love Your Library Fund	283.88	14499
	Total GLE		<u>283.88</u>	
<b>445</b>	<b>Greenwich Free Library-V</b>			
		A491J · NYS Love Your Library Fund	283.88	14500
	Total Greenwich Free Library-V		<u>283.88</u>	
<b>446</b>	<b>Hudson Falls Free Library-V</b>			
		A491J · NYS Love Your Library Fund	283.88	14501
	Total Hudson Falls Free Library-V		<u>283.88</u>	
<b>447</b>	<b>ILT</b>			
		A491J · NYS Love Your Library Fund	283.88	14502
	Total ILT		<u>283.88</u>	
<b>448</b>	<b>IND</b>			
		A491J · NYS Love Your Library Fund	283.88	14503
	Total IND		<u>283.88</u>	
<b>449</b>	<b>LGL</b>			
		A491J · NYS Love Your Library Fund	283.88	15404
	Total LGL		<u>283.88</u>	

**Southern Adirondack Library System**  
**Warrant for Payment 2023-36**  
**Authorized Expenditures as Approved: 12/8/2023**

<u>Vou #</u>	<u>Claimant</u>	<u>Account</u>	<u>Amount</u>	<u>Check #</u>
450	<b>LKG</b>			
		A491J · NYS Love Your Library Fund	283.88	15505
	Total LKG		<u>283.88</u>	
451	<b>LKP</b>			
		A491J · NYS Love Your Library Fund	283.88	15506
	Total LKP		<u>283.88</u>	
452	<b>RDL WRLIS Library</b>			
		RDL A491J · NYS Love Your Library Fund	283.82	
		MAL A491J · NYS Love Your Library Fund	283.82	
	Total RDL		<u>567.64</u>	14507
453	<b>Saratoga Springs Public Library-V</b>			
		A491J · NYS Love Your Library Fund	283.88	14508
	Total Saratoga Springs Public Library-V		<u>283.88</u>	
454	<b>SLM</b>			
		A491J · NYS Love Your Library Fund	283.88	14509
	Total SLM		<u>283.88</u>	
455	<b>STI Stillwater Public Library</b>			
		A491J · NYS Love Your Library Fund	283.88	14510
	Total STI Stillwater Public Library		<u>283.88</u>	
456	<b>SVL Schuylerville Public Library</b>			
		A491J · NYS Love Your Library Fund	283.88	14511
	Total SVL Schuylerville Public Library		<u>283.88</u>	
457	<b>Waterford Public Library-V</b>			
		A491J · NYS Love Your Library Fund	283.88	14512
	Total Waterford Public Library-V		<u>283.88</u>	
458	<b>Whitehall Free Library-V</b>			
		A491J · NYS Love Your Library Fund	283.88	14513
	Total Whitehall Free Library-V		<u>283.88</u>	
<b>TOTAL</b>			<u><u><b>6,813.00</b></u></u>	

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 Authorized Signature

**Southern Adirondack Library System**  
**Warrant for Payment 2023-37**  
**Authorized Expenditures as Approved: 12/8/2023**

Date 12/12/2023

Vou #	Claimant	Account	Amount	Check #
459	<b>Baker, Elaine</b>			
		A90608 · Employee Health Insurance	989.40	14514
	Total Baker, Elaine		<u>989.40</u>	
460	<b>Bowen, Nancy-V</b>			
		A90608 · Employee Health Insurance	989.40	14515
	Total Bowen, Nancy-V		<u>989.40</u>	
461	<b>Bunse, Barbara</b>			
		A90608 · Employee Health Insurance	989.40	14516
	Total Bunse, Barbara		<u>989.40</u>	
462	<b>Hanley, Mary</b>			
		A90608 · Employee Health Insurance	989.40	14517
	Total Hanley, Mary		<u>989.40</u>	
463	<b>Leonelli, Elayne</b>			
		A90608 · Employee Health Insurance	989.40	14518
	Total Leonelli, Elayne		<u>989.40</u>	
464	<b>Martz, Jill</b>			
		A90608 · Employee Health Insurance	989.40	14519
	Total Martz, Jill		<u>989.40</u>	
465	<b>Meier, Miriam</b>			
		A90608 · Employee Health Insurance	989.40	14520
	Total Meier, Miriam		<u>989.40</u>	
466	<b>O'Connor, Edward M.</b>			
		A90608 · Employee Health Insurance	989.40	14521
	Total O'Connor, Edward M.		<u>989.40</u>	
467	<b>Orton, Catherine</b>			
		A90608 · Employee Health Insurance	989.40	14522
	Total Orton, Catherine		<u>989.40</u>	
468	<b>Phillips, Norma</b>			
		A90608 · Employee Health Insurance	989.40	14523
	Total Phillips, Norma		<u>989.40</u>	
469	<b>Robinson, Diane</b>			
		A90608 · Employee Health Insurance	989.40	14524
	Total Robinson, Diane		<u>989.40</u>	
470	<b>Scott, Dorothy</b>			
		A90608 · Employee Health Insurance	989.40	14525
	Total Scott, Dorothy		<u>989.40</u>	
<b>TOTAL</b>			<u><u>11,872.80</u></u>	

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 Authorized Signature

TRUST & AGENCY FUND  
Journal Entry for Set Up of Payroll

PAY#25-2023

	<u>Acct.#</u>	<u>Debit</u>	<u>Credit</u>
Cash	TA200	\$ 70,186.80	
Net Payroll	TA10		27,536.84
Deferred Compensation 457	TA17		786.74
ROTH 457	TA17A		984.33
NYS Empl Retire.Contribution	TA18		501.31
NYS Empl Retire.Arrears	TA18A		
NYS Empl Retire.Loans	TA18B		321.00
Group Insurance	TA20A		28,066.30
NYS Income Tax	TA21		1,747.57
Federal Income Tax	TA22		3,954.97
Income Executions	TA23		
Social Security	TA26		5,936.53
Disability Insurance	TA27		
Annuity 403 (b)	TA29		
URM Med FSA	TA30		225.39
DDC Child Care	TA31		
AFLAC Cancer	TA32A		
AFLAC Accident	TA32B		
NYCON Dental	TA32C		125.82
AFLAC DBL	TA33		
AFLAC Life Ins.	TA33A		
To set up payroll for period			
Including employer's social security, hospitalization and disability.			
			33,589.92 .141
<u>Check # 14554</u>	<u>Total</u>	<u>\$ 70,186.80</u>	<u>12/12/2023</u>
			4,738.74 .142
<u>Expense</u>		<u>Total</u>	<u>1,981.12 .144</u>
FICA	9030.8	<u>2,968.26</u>	40,309.78
HOSPITALIZATION	9060.8	<u>26,908.76</u>	
RETIREMENT ARREARS			

\$43,278.04

Paychex Cash Req'd

**Southern Adirondack Library System**  
**Warrant for Payment 2023-38**  
**Authorized Expenditures as Approved: 12/11/2023**

Date 12/12/2023

Vou #	Claimant	Account	Amount	Check #
471	<b>Adirondack Cabling Inc.</b>			
		A437 · Professional Fees	569.00	14526
	Total Adirondack Cabling Inc.		569.00	
472	<b>Adirondack Sign Company, LLC</b>			
		A430 · Supplies	230.00	14527
	Total Adirondack Sign Company, LLC		230.00	
473	<b>Allerdice Building Supply</b>			
		A430 · Supplies	73.94	14528
	Total Allerdice Building Supply		73.94	
474	<b>Arnoff Moving &amp; Storage</b>			
		A433A · Delivery	9,875.97	
		A433A · Delivery	8,767.44	
	Total Arnoff Moving & Storage		18,643.41	14529
475	<b>B&amp;T</b>			
		A410B · GTM Books	255.20	
		A410B · GTM Books	43.77	
	Total B&T		298.97	14530
476	<b>Beck</b>			
		A435 · Travel & CE - Employee & Board	266.62	
	Total Beck		266.62	14531
477	<b>Borden</b>			
		A435 · Travel & CE - Employee & Board	33.14	
	Total Borden		33.14	14532
478	<b>Connell</b>			
		A435 · Travel & CE - Employee & Board	277.00	
	Total Connell		277.00	14533
479	<b>Cowin</b>			
		A435 · Travel & CE - Employee & Board	465.05	
	Total Cowin		465.05	14534
480	<b>Discount Magazines, LLC</b>			
		A410J · Books Co. Jails	111.82	
	Total Discount Magazines, LLC		111.82	14535
481	<b>Electronic Office Products</b>			
		A439 · Equipment Maintenance & Repair	33.00	
	Total Electronic Office Products		33.00	14536
482	<b>FirstLight Fiber</b>			
		A431 · Telecommunications	992.67	
	Total FirstLight Fiber		992.67	14537
483	<b>Goodman</b>			
		A435 · Travel & CE - Employee & Board	183.40	
	Total Goodman		183.40	14538
484	<b>Hornstein</b>			
		A435 · Travel & CE - Employee & Board	396.93	
	Total Hornstein		396.93	14539

**Southern Adirondack Library System**  
**Warrant for Payment 2023-38**  
**Authorized Expenditures as Approved: 12/11/2023**

<b>You #</b>	<b>Claimant</b>	<b>Account</b>	<b>Amount</b>	<b>Check #</b>
<b>485</b>	<b>Jeffords</b>			
		A437 · Professional Fees	490.35	
	Total Jeffords		490.35	14540
<b>486</b>	<b>Kuhr</b>			
		A435 · Travel & CE - Employee & Board	256.76	
	Total Kuhr		256.76	14541
<b>487</b>	<b>Midwest Tape, LLC</b>			
		A436 · MARC Records	254.40	
	Total Midwest Tape, LLC		254.40	14542
<b>488</b>	<b>MVLS/SALS Joint Automation Project</b>			
		A445-JA · Joint Automation Fees-01	40,046.53	
		A445-2 · Mbr Lib Purchases	14,088.27	
		A445-2 · Mbr Lib Purchases	7.68	
		A445-2 · Mbr Lib Purchases	325.90	
	Total MVLS/SALS Joint Automation Project		54,468.38	14543
<b>489</b>	<b>National Grid</b>			
		A450 · Utilities	1,985.00	
	Total National Grid		1,985.00	14544
<b>490</b>	<b>OverDrive</b>			
		A445-1 · MembLib E-Content Contribution	2,150.25	
		A445-1 · MembLib E-Content Contribution	2,828.76	
	Total OverDrive		4,979.01	14545
<b>491</b>	<b>Paychex, Inc.</b>			
		A437 · Professional Fees	802.53	
	Total Paychex, Inc.		802.53	14546
<b>492</b>	<b>Pitney Bowes Inc</b>			
		A439 · Equipment Maintenance & Repair	89.97	
	Total Pitney Bowes Inc		89.97	14547
<b>493</b>	<b>Shapiro</b>			
		A435 · Travel & CE - Employee & Board	306.54	
	Total Shapiro		306.54	14548
<b>494</b>	<b>Staples, Inc.</b>			
		A430 · Supplies	110.44	
	Total Staples, Inc.		110.44	14549
<b>495</b>	<b>Taylor</b>			
		A435 · Travel & CE - Employee & Board	683.52	
	Total Taylor		683.52	14550
<b>496</b>	<b>Verizon Wireless</b>			
		A431 · Telecommunications	76.02	
	Total Verizon Wireless		76.02	14551



**Southern Adirondack Library System**  
**Warrant for Payment 2023-38**  
 Authorized Expenditures as Approved: 12/11/2023

You #	Claimant	Account	Amount	Check #
497	WB Mason Co., Inc.			
		A430 · Supplies	-6.00	
		A430 · Supplies	-6.00	
		A430 · Supplies	16.54	
		A430 · Supplies	7.99	
		A430 · Supplies	16.54	
	Total WB Mason Co., Inc.		<u>29.07</u>	14552
498	Wise, Jr.			
		A435 · Travel & CE - Employee & Board	398.24	
	Total Wise, Jr.		<u>398.24</u>	14553
<b>TOTAL</b>			<u><u><b>87,505.18</b></u></u>	

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 Authorized Signature

**Southern Adirondack Library System**  
**Warrant for Payment 2023-39**  
**Authorized Expenditures as Approved: 12/27/2023**

				Date 12/27/2023	
Vou #	Claimant	Account	Amount	Check #	
499	<b>Adirondack Cabling Inc.</b>				
		A437 · Professional Fees	694.00		
		A437 · Professional Fees	744.00		
	Total Adirondack Cabling Inc.		<u>1,438.00</u>		14556
500	<b>Arnoff Moving &amp; Storage</b>				
		A433A · Delivery	10,945.30		
	Total Arnoff Moving & Storage		<u>10,945.30</u>		14557
501	<b>Davis Vision</b>				
		A90608 · Employee Health Insurance	99.22		
	Total Davis Vision		<u>99.22</u>		14558
502	<b>Grasshopper Gardens, Inc.</b>				
		A452 · Building Maint. & Repair	1,575.00		
	Total Grasshopper Gardens, Inc.		<u>1,575.00</u>		14559
503	<b>Hartford</b>				
		A90408 · Workers Compensation	3,705.00		
	Total Hartford		<u>3,705.00</u>		14560
504	<b>Ingram Library Services</b>				
		A410J · Books Co. Jails	100.65		
		A410J · Books Co. Jails	789.37		
	Total Ingram Library Services		<u>890.02</u>		14561
505	<b>MVLS/SALS Joint Automation Project</b>				
		A445-2 · Mbr Lib Purchases	12,311.85		
		A445-2 · Mbr Lib Purchases	623.29		
	Total MVLS/SALS Joint Automation Project		<u>12,935.14</u>		14562
506	<b>OverDrive</b>				
		A445-1 · MembLib E-Content Contribution	4,227.98		
		A410 · Books	113.44		
		A445-1 · MembLib E-Content Contribution	3,351.74		
	Total OverDrive		<u>7,693.16</u>		14563
507	<b>Smith, Colleen</b>				
		A435 · Travel & CE - Employee & Board	16.25		
	Total Smith, Colleen		<u>16.25</u>		14564
508	<b>Staples, Inc.</b>				
		A430 · Supplies	26.99		
		A430 · Supplies	143.82		
	Total Staples, Inc.		<u>170.81</u>		14565
509	<b>VISA</b>				
		A413 · Serials	29.99		
		A410M · Software	252.50		
		A435 · Travel & CE - Employee & Board	79.91		
		A430 · Supplies	85.01		
		A438 · Membership	602.00		
		A497 · CE for Member Libraries	79.00		
	Total VISA		<u>1,128.41</u>		14566
510	<b>WB Mason Co., Inc.</b>				
		A430 · Supplies	-6.00		
		A430 · Supplies	-6.00		
		A430 · Supplies	16.54		

**Southern Adirondack Library System**  
**Warrant for Payment 2023-39**  
Authorized Expenditures as Approved: 12/27/2023

<u>Vou #</u>	<u>Claimant</u>	<u>Account</u>	<u>Amount</u>	<u>Check #</u>
		A430 · Supplies	16.54	
	Total WB Mason Co., Inc.		21.08	14567
<b>TOTAL</b>			<b>40,617.39</b>	

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Authorized Signature

TRUST & AGENCY FUND  
Journal Entry for Set Up of Payroll

PAY#26-2023

	<u>Acct.#</u>	<u>Debit</u>	<u>Credit</u>
Cash	TA200	\$ 43,297.11	
Net Payroll	TA10		28,335.38
Deferred Compensation 457	TA17		786.74
ROTH 457	TA17A		984.33
NYS Empl Retire.Contribution	TA18		499.11
NYS Empl Retire.Arrears	TA18A		
NYS Empl Retire.Loans	TA18B		321.00
Group Insurance	TA20A		-
NYS Income Tax	TA21		1,823.15
Federal Income Tax	TA22		4,200.35
Income Executions	TA23		
Social Security	TA26		6,121.66
Disability Insurance	TA27		
Annuity 403 (b)	TA29		
URM Med FSA	TA30		225.39
DDC Child Care	TA31		
AFLAC Cancer	TA32A		
AFLAC Accident	TA32B		
NYCON Dental	TA32C		
AFLAC DBL	TA33		
AFLAC Life Ins.	TA33A		
To set up payroll for period			
Including employer's social security, hospitalization and disability.			33,589.92 .141
<u>Check # 14555</u>	<u>Total</u>	<u>\$ 43,297.11</u>	<u>12/27/2023</u>
<u>Expense</u>		<u>Total</u>	<u>4,665.24 .142</u>
FICA	9030.8	3,060.83	40,236.28
HOSPITALIZATION	9060.8		
RETIREMENT ARREARS			

\$43,297.11

Paychex Cash Req'd



Post Submission Process

- Report Summary
- Report Details
- Warnings
- New Hire Summary

Location 50780 S ADIRONDACK LIBRARY SYSTEM Report Date 11/30/2023 Report Format Enhanced [Return to Dashboard](#)

Report ID 202312507801 Report Status Posted Report Type Regular

\*Location: 50780

Report Summary

Employer Reported:

Total Days Reported 266.50  
 Total Earnings Reported \$80,609.06  
 Contributions  
 Pre Tax \$1,002.31  
 Post Tax \$0.00  
 Loans  
 Post Tax \$654.00  
 Service Credit Purchase  
 Pre Tax \$0.00  
 Post Tax \$0.00  
 Total Withholding Reported \$1,656.31  
 Excess Withholdings

NYSLRS Accepted:

Total Days Accepted 266.50  
 Contributions  
 Pre Tax \$1,002.31  
 Post Tax \$0.00  
 Loans  
 Post Tax \$654.00  
 Service Credit Purchase  
 Pre Tax \$0.00  
 Post Tax \$0.00  
 Total Withholdings Accepted \$1656.31

Comments

Errors and Warnings Count

Message	Type

I agree the submission of this Employer Report. 12/1/2023 1:30:17 PM ~~XXXXXXXXXX~~

Reports

Report Date
1 11/30/2023
2 10/31/2023
3 09/30/2023
4 08/31/2023
5 07/31/2023

Submission Sta

Refresh

Process Instan
1 7
2 7
3 7
4 7
5 7

01/2023 09:36 AM

- Employee
- Holdings
- Contribution Rates
- Action Notification

First 1-5 of 61

Service Items Action

1-5 of 75 Last



Contact us at 1-877-496-1630 or NRSPlan@nationwide.com.

# FastPay

## Payroll detail payment submission

Plan name	NEW YORK STATE DEFERRED COMPENSATION PLAN
Plan number	0045420001
Pay Center	SOUTHERN ADIRONDACK LIBRARY SYSTEM (DCP)
Submission date	12-12-2023
Submission time	12:56:08 PM
Pay date	12-15-2023
Payment amount	\$1,771.07
Debit ACH account	THE ADIRONDACK TRUST CO
Bank routing number	*****2884
Bank account number	***2565
Debit account type	Checking
Debit ACH draft date	12-14-2023

[+] Feedback

**SALS Payroll Account**  
**T&A Warrant for Payment TA23-25**  
 Authorized Expenditures as Approved: 12/11/2023

Date 12/12/2023

Vou #	Claimant	Account	Amount	Check #
49	NYS Health Insurance			
		TA20A · Health Insurance	29,223.84	2160
	Total NYS Health Insurance		<u>29,223.84</u>	
50	SALS Employee			
		TA30 · UnReimbursed Medical - 125	225.39	2161
	Total SALS Employee		<u>225.39</u>	
<b>TOTAL</b>			<u><u><b>29,449.23</b></u></u>	

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 Authorized Signature



Contact us at 1-877-496-1630 or NRSPlan@nationwide.com.

# FastPay

## Payroll detail payment submission

Plan name	NEW YORK STATE DEFERRED COMPENSATION PLAN
Plan number	0045420001
Pay Center	SOUTHERN ADIRONDACK LIBRARY SYSTEM (DCP)
Submission date	12-27-2023
Submission time	12:27:33 PM
Pay date	12-29-2023
Payment amount	\$1,771.07
Debit ACH account	THE ADIRONDACK TRUST CO
Bank routing number	*****2884
Bank account number	***2565
Debit account type	Checking
Debit ACH draft date	12-28-2023

[+] Feedback



**SALS Payroll Account**  
**T&A Warrant for Payment TA23-26**  
 Authorized Expenditures as Approved: 12/22/2023

Date 12/27/2023

Vou #	Claimant	Account	Amount	Check #
51	NYCON, Inc.			
		TA32D · NYCON Dental	265.54	2162
	Total NYCON, Inc.		<u>265.54</u>	
52	SALS Employee			
		TA30 · UnReimbursed Medical - 125	225.39	2163
	Total SALS Employee		<u>225.39</u>	
<b>TOTAL</b>			<u><u>490.93</u></u>	

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 Authorized Signature