**Annual Report For Public And Association Libraries**
The State Library due date for the annual reports will be April 16, 2026.

Instructions

**1. GENERAL LIBRARY INFORMATION**
Library / Director Information

The report saves automatically after every new entry or change.

Multiple users can view and edit reports at the same time.

Report all information in Part 1 as of December 31, 2025, except for questions related to the current library director/manager (questions 1.37 through 1.44).

| | |
|---|---|
| 1.1Library ID Number | 7200504940 |
| 1.2Library Name | PALISADES FREE LIBRARY |
| 1.3Name Status (State use only) | no change from the prior year |
| 1.4Structure Status (State use only) | no change |
| 1.5Community | Palisades |
| 1.6Beginning Fiscal Reporting Year | 01/01/2025 |
| 1.7Ending Fiscal Reporting Year | 12/31/2025 |
| 1.8Is the library now reporting on a different fiscal year than it reported on in the previous Annual Report? | No |
| 1.9If yes, please indicate the beginning date of library's new reporting year. Enter N/A if No was answered to Question 1.8. | N/A |
| 1.10Please indicate the ending date of library's new reporting year. Enter N/A if No was answered to Question 1.8. | N/A |
| 1.11Beginning Local Fiscal Year | 01/01/2025 |
| 1.12Ending Local Fiscal Year | 12/31/2025 |
| 1.13Address Status | no change from the prior year |
| | |

| | |
|---|---|
| 1.14Street Address | 19 CLOSTER ROAD |
| 1.15City | PALISADES |
| 1.16Zip Code | 10964 |
| 1.17Mailing Address | 19 CLOSTER ROAD |
| 1.18City | PALISADES |
| 1.19Zip Code | 10964 |
| 1.20Telephone Number (enter 10 digits only and hit the Tab key; enter M (Missing) if no telephone number) | 8453590136 |
| 1.21E-Mail Address (enter M (Missing) if no E-Mail) | info@palisadesfreelibrary.org |
| 1.22Library Home Page URL (Enter M (Missing) if no home page URL) | www.palisadeslibrary.org |
| 1.23Population Chartered to Serve (per 2020 Census) | 810 |
| 1.24Indicate the type of library as stated in the library's charter (select one): | ASSOCIATION |
| 1.25Indicate the area chartered to serve as stated in the library's charter (select one): | Other |
| 1.26During the reporting year, has there been any change to the library's legal service area boundaries? Changes must be the result of a Regents charter action. Answer Y for Yes, N for No. | N |
| 1.27Indicate the type of charter the library currently holds (select one): | Absolute |
| 1.28Date the library was granted its absolute charter or the date of the provisional charter if the library does not have an absolute charter | 10/21/1949 |
| 1.29Date the library was last registered | 10/31/1947 |
| 1.30Federal Employer Identification Number | 131740017 |
| 1.31County | ROCKLAND |
| 1.32School District | South Orangetown School District |
| 1.33Town/City | Palisades |
| 1.34Library System | Ramapo Catskill Library System |

**-**

THESE QUESTIONS ARE FOR NYC LIBRARIES ONLY. PLEASE PROCEED TO THE NEXT QUESTION.

| | |
|---|---|
| 1.35aPresident/CEO Name | N/A |
| 1.35bPresident/CEO Phone Number | N/A |
| 1.35cPresident/CEO Email | N/A |

-

For questions 1.36 through 1.42, report all information for the current library director/manager.

| | |
|---|---|
| 1.36First Name of Library Director/Manager | Maria |
| 1.37Last Name of Library Director/Manager | Gagliardi |
| 1.38NYS Public Librarian Certification Number | 19019 |
| 1.39What is the highest education level of the library manager/director? | Master's Degree |
| 1.40If the library manager/director holds a Master's Degree, is it a Master's Degree in Library/Information Science? | Yes |
| 1.41Do all staff working in the budgeted Librarian (certified) positions reported in 6.6 have an active NYS Public Librarian Certificate? If No, list the name and e-mail address of each staff member without an active certificate in a Note. | Yes |
| 1.42E-mail Address of the Director/Manager | mgagliardi@palisadesfreelibrary.org |
| 1.43Does the library charge fees for library cards to people residing outside the system's service area? | Y |

**Public Votes / Contracts**

| | |
|---|---|
| 1.44Was all or part of the library's funding subject to a public vote(s) held during Calendar Year 2025? (Please respond even if the vote was unsuccessful). Enter Y for Yes, N for No. If Yes, complete one record for the public vote from each funding source. If no, go to question 1.45. | Y |

-

Please Note: last year's answers for repeating groups cannot be displayed.

| | 1.44a Name of municipality or district holding the public vote | 1.44b Indicate the type of municipality or district holding the public vote | 1.44c Date the vote was held(mm/dd/2025) | 1.44d Was the vote successful? Y/N | 1.44e What type of public vote was it? | 1.44f.i Most recent prior year approved appropriation from a public vote: | 1.44f.ii Proposed increase in appropriation as a result of the vote held on the date reported in question number 3: | 1.44f.iii Total proposed appropriation (manually sum of 6a and 6b): |
|---|---|---|---|---|---|---|---|---|
| | South Orangetown | School District | 2025-04-29 | Yes | school district | $82,000 | $38,000 | $120,000 |

| | |
|---|---|
| Central School District | ballot proposition (Ed. Law §259(1)(a)) |

-

This question should only be answered if "No" was answered in Q1.44 OR the library has votes from different municipalities/districts that were held in different years, both current and prior.

| | |
|---|---|
| 1.45Did the library receive funding from an appropriation which was approved by public vote in a prior year? (Prior to Calendar Year 2025) Enter Y for Yes, N for No. If Yes, complete one record for the vote from each funding source. If No, go to question 1.46. | N |

-

Please Note: last year's answers for repeating groups cannot be displayed.

| | 1.45a Name of municipality or district holding the public vote | 1.45b Indicate the type of municipality or district holding the public vote | 1.45c Date the last successful vote was held (mm/dd/yyyy) | 1.45d What type of public vote was it? | 1.45e What was the total dollar amount of the appropriation from tax dollars resulting from the last successful vote? |
|---|---|---|---|---|---|

**Contractual Agreements**

| | |
|---|---|
| 1.46Does the reporting library have a contractual agreement with a municipality or district to provide library services to residents of an area not served by a chartered library? Enter Y for Yes, N for No. If yes, please complete one record for each contract. If no, go to question 1.47. | N |

-

Please Note: last year's answers for repeating groups cannot be displayed.

| | 1.46a Name of contracting municipality or district | 1.46b Is this a written contractual agreement? | 1.46c Population of the geographic area served by this contract | 1.46d Dollar amount of contract | 1.46e Enter the appropriate code for range of services provided (select one): |
|---|---|---|---|---|---|

**Unusual Circumstances**

| | |
|---|---|
| 1.47For the reporting year, has the library experienced any unusual circumstance(s) that affected the statistics reported (e.g., natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? If yes, please annotate explaining the circumstance(s) and the impact on the library using the Note; if no, please go to Part 2, Library Collection. [1] | Y |

## 2. LIBRARY COLLECTION

**Physical Holdings**

Report holdings, additions, and subscriptions as of the end of the fiscal year reported in Questions 1.6 and 1.7 in Part 1. Please read general information instructions below before completing this section.
https://ny.countingopinions.com/docs/ny/Instructions2025AnnualReportPublicAssociationLibraries.pdf

This section of the survey (2.1-2.16) collects data on selected types of materials.

It does not cover all materials (i.e., microforms, loose sheet music, maps, and pictures) for which expenditures are reported under Print Materials Expenditures, Electronic Materials Expenditures, and Other Materials Expenditures (questions 12.6, 12.7 and 12.8). Under this category report only items that have been purchased, leased or licensed by the library, a consortium, the state library, a donor or other person or entity. Included items must only be accessible with a valid library card or at a physical library location; inclusion in the catalog is not required. Do not include items freely available online.

## PRINT MATERIALS

### Cataloged Books

| | |
|---|---|
| 2.1Adult Fiction Books | 5,495 |
| 2.2Adult Non-fiction Books | 5,172 |
| 2.3Total Adult Books (Total questions 2.1 & 2.2) | 10,667 |
| 2.4Children's Fiction Books | 5,529 |
| 2.5Children's Non-fiction Books | 2,505 |
| 2.6Total Children's Books (Total questions 2.4 & 2.5) | 8,034 |
| 2.7Total Cataloged Books (Total questions 2.3 & 2.6) | 18,701 |

### Other Print Materials

| | |
|---|---|
| 2.8Total Uncataloged Books | 0 |
| 2.9Total Print Serials | 655 |
| 2.10All Other Print Materials | 15 |
| 2.11Total Other Print Materials (Total questions 2.8 through 2.10) | 670 |
| 2.12Total Print Materials (Total questions 2.7 and 2.11) | 19,371 |

## ALL OTHER MATERIALS

| | |
|---|---|
| 2.13Audio - Physical Units | 497 |
| 2.14Video - Physical Units | 1,684 |
| 2.15Other Circulating Physical Items | 59 |
| 2.16Total Other Physical Materials(Total questions 2.13 through 2.15) | 2,240 |

### Grand Total / Additions to Holdings

| | |
|---|---|
| 2.17GRAND TOTAL HOLDINGS (Total questions 2.12 and 2.16) | 21,611 |

**ADDITIONS TO HOLDINGS - Do not subtract withdrawals or discards.**

| | |
|---|---|
| 2.18Cataloged Books | 1,095 |
| 2.19All Other Print Materials | 294 |
| 2.20All Other Materials | 96 |
| 2.21Total Additions (Total questions 2.18 through 2.20) | 1,485 |

**3. LIBRARY PROGRAMS, POLICIES, AND SERVICES**

Report all information on questions 3.1 through 3.3 and 3.17a through 3.34e as of the last day of the fiscal year stated in 1.6. and 1.7 in Part 1; report information on questions 3.4 through 3.16 and 3.35 through 3.77b based on the 2025 calendar year. Please click here to read general instructions before completing this section.

Please report information on LIBRARY USE as of the end of the fiscal year reported in Questions 1.6 and 1.7 in Part 1.

**LIBRARY USE**

| | |
|---|---|
| 3.1Library visits (total annual attendance) | 13,908 |
| 3.1aRegarding the number of Library Visits entered, is this an annual count or an annual estimate based on a typical week or weeks? | Annual Count |
| 3.2Registered resident borrowers | 906 |
| 3.3Registered non-resident borrowers | 4 |

**WRITTEN POLICIES (Answer Y for Yes, N for No)**
Please report information on WRITTEN POLICIES as of 12/31/25.

Answers are prefilled with the prior year's answers. If a change is made please add a note of explanation.

| | |
|---|---|
| 3.4Does the library have an open meeting policy? | Y |
| 3.5Does the library have an Internet use policy? | Y |
| 3.6Does the library have a board-approved conflict of interest policy? | Y |
| 3.7Does the library have a board-approved whistle blower policy? | Y |
| 3.8Does the library have a board-approved sexual harassment prevention policy? | Y |

**ACCESSIBILITY (Answer Y for Yes, N for No)**
Please report information on ACCESSIBILITY as of 12/31/25.

| | |
|---|---|
| 3.11Does the library provide service to persons who cannot visit the library (homebound persons, persons in nursing homes, persons in jail, etc.)? | Y |
| 3.12Does the library have assistive devices for persons who are deaf and hearing impaired (TTY/TDD)? | N |
| 3.13Does the library have large print books? | Y |
| 3.14Does the library have assistive technology for people who are visually impaired or blind? | N |

**3.15 - If so, what do you have? If no, go to next question**

| | |
|---|---|
| screen reader, such as JAWS, Windoweyes or NVDA | N |
| refreshable Braille commonly referred to as a refreshable Braille display | N |
| screen magnification software, such as Zoomtext | N |
| electronic scanning and reading software, such as OpenBook | N |
| 3.16Is the library registered for services from either the New York State Talking Book and Braille Library (New York State Library, Albany) or the Andrew Heiskell Braille and Talking Book Library (The New York Public Library, New York)? | N |

**Library Sponsored Programs**

**LIVE PROGRAM SESSIONS and ATTENDANCE**

Report information on Library Program Sessions and Attendance based on the fiscal reporting year entered for Questions 1.6 and 1.7 in Section 1 General Library Information.

Live Program Sessions

A live program session is any planned event which introduces the group attending to library services or which provides information to participants.
Program sessions may cover use of the library, library services, or library tours. Program sessions may also provide cultural, recreational, or educational information.
Examples of these types of program sessions include, but are not limited to, film showings, lectures, story hours, literacy programs, citizenship classes, and book discussions.
For specific examples of live and prerecorded programs (previously called synchronous and asynchronous), please refer to the chart in Instructions.

IMPORTANT: If no programs within a category were offered/attended, enter 0. If they were offered/attended but that data is not available, enter M (Missing). N/A should not be entered for any programs.

NOTE: Summer Reading, Early Literacy, Adult Literacy, ESOL, and Digital Literacy programs are subsets of Live and Prerecorded programs and should be entered in those sections as well as in the appropriate subsequent section.

| | |
|---|---|
| 3.17aNumber of Sessions Targeted at Children Ages 0-5 | 56 |
| 3.17bAttendance at Sessions Targeted at Children Ages 0-5 | 586 |
| 3.18aNumber of Sessions Targeted at Children Ages 6-11 | 35 |
| 3.18bAttendance at Sessions Targeted at Children Ages 6-11 | 271 |
| 3.19aNumber of Sessions Targeted at Young Adults Ages 12-18 | 13 |
| 3.19bAttendance at Sessions Targeted at Young Adults Ages 12-18 | 43 |
| 3.20aNumber of Sessions Targeted at Adults Age 19 or Older [2] | 139 |
| 3.20bAttendance at Sessions Targeted at Adults Age 19 or Older | 1,618 |
| 3.21aNumber of General Interest Program Sessions [3] | 3 |
| 3.21bAttendance at General InterestProgram Sessions | 261 |
| 3.22Total Sessions of Live Programs Categorized by Age (sum of 3.17a, 3.18a, 3.19a, 3.20a, 3.21a) [4] | 246 |
| 3.23Total Attendance at Live Programs Categorized by Age (sum of 3.17b, 3.18b, 3.19b, 3.20b, 3.21b) | 2,779 |

### Live Programs Categorized by Venue

| | |
|---|---|
| 3.24aTotal Live Onsite Program Sessions | 194 |
| 3.24bTotal Live Onsite Program Attendance | 1,635 |
| 3.25aTotal Live Offsite Program Sessions | 39 |
| 3.25bTotal Live Offsite Program Attendance | 892 |
| 3.26aTotal Live Virtual Program Sessions | 13 |
| 3.26bTotal Live Virtual Program Attendance | 252 |
| 3.27Total Sessions of Live Programs Categorized by Venue (sum of 3.24a, 3.25a, 3.26a) | 246 |
| 3.28Total Attendance at Live Programs Categorized by Venue (sum of 3.24b, 3.25b, 3.26b) | 2,779 |

### Prerecorded and One-on-One Programs

| | |
|---|---|
| 3.29Total Number of Prerecorded Program Presentations | 5 |
| 3.30Total Views of Prerecorded Program Presentations within 30 Days [5] | 10 |
| 3.31One-on-One Program Sessions | 192 |
| 3.32Attendance at One-on-One Program Sessions | 192 |

### Teen-Led Promotions

| | |
|---|---|
| 3.33Did your library offer teen-led activities during the 2025 calendar year? | N |
| 3.34aDo library staff, trustees and/or volunteers reach outside of the library to promote library programs and services through group presentations, information tables and/or other similar educational activities sponsored by the Library? | Yes |
| 3.34bDoes your library use Facebook for promotion? | Yes |
| 3.34cDoes your library use Instagram for promotion? | Yes |
| 3.34dDoes your library use Twitter/X for promotion? | No |
| 3.34eDoes your library use TikTok for promotion? | No |

**SUMMER READING PROGRAM**

Please report information on SUMMER READING PROGRAMS for the 2025 calendar year. These are a subset of Library Sponsored Programs and should also be entered there.

| | |
|---|---|
| 3.35Did the library offer a summer reading program in 2025? (Enter Y for Yes, N for No) If entering no, proceed to the next section. | Y |
| 3.36Library outlets offering the summer reading program | 1 |
| 3.37Children registered for the library's summer reading program | 45 |
| 3.38Young adults registered for the library's summer reading program | 7 |
| 3.39Adults registered for the library's summer reading program | 31 |
| 3.40Total number registered for the library's summer reading program (total 3.37 + 3.38 + 3.39) | 83 |
| 3.41aChildren's program sessions - Summer 2025 | 26 |
| 3.41bChildren's program attendance - Summer 2025 | 337 |
| 3.42aYoung adult program sessions - Summer 2025 | 3 |
| 3.42bYoung adult program attendance - Summer 2025 | 6 |
| 3.43aAdult program sessions - Summer 2025 | 0 |
| 3.43bAdult program attendance - Summer 2025 | 0 |
| 3.44Total program sessions - Summer 2025 (total 3.41a + 3.42a + 3.43a) | 29 |
| 3.45Total program attendance - Summer 2025 (total 3.41b + 3.42b + 3.43b) | 343 |
| 3.46Did the library use the Summer Reading at New York Libraries name and/or logo? | N |
| 3.47Did the library use the Collaborative Summer Library Program (CSLP) Manual, provided through the New York State Library? | Y |

**COLLABORATORS**

| | |
|---|---|
| 3.48Public school district(s) and/or BOCES | 1 |
| 3.49Non-public school(s) | |
| 3.50Childcare center(s) | |
| 3.51Summer camp(s) | |
| 3.52Municipality/Municipalities | |
| 3.53Literacy provider(s) | |
| 3.54Other (describe using the State note) | |
| 3.55Total Collaborators (total 3.48 through 3.54) | 1 |

**Early Literacy**
Please report information on EARLY LITERACY for the 2025 calendar year. These are a subset of Library Sponsored Programs and should also be entered there.

| | |
|---|---|
| 3.56Did the library offer early literacy programs in 2025? (Enter Y for Yes, N for No) If entering no, proceed to the next section. | Y |

**EARLY LITERACY PROGRAMS**

| | |
|---|---|
| 3.57aFocus on birth - school entry (kindergarten) sessions | 55 |
| 3.57bFocus on birth - school entry (kindergarten) attendance | 541 |
| 3.58aFocus on parents & caregivers sessions | 0 |
| 3.58bFocus on parents & caregivers attendance | 0 |
| 3.59aCombined audience sessions | 0 |
| 3.59bCombined audience attendance | 0 |
| 3.60Total Sessions | 55 |
| 3.61Total Attendance | 541 |

**3.62 - Collaborators (check all that apply):**

| | |
|---|---|
| 3.62a.Childcare center(s) | Yes |
| 3.62b.Public School District(s) and/or BOCES | Yes |
| 3.62c.Non-Public School(s) | |
| 3.62d.Health care providers/agencies | |
| 3.62e.Other (describe using the State note) | |

**Adult Literacy**
Please report information on ADULT LITERACY for the 2025 calendar year. These are a subset of Library Sponsored Programs and should also be entered there.

**ADULT LITERACY**

| | |
|---|---|
| 3.63Did the library offer adult literacy programs in 2025? (Enter Y for Yes, N for No) If entering no, proceed to the next section. | N |

**ESOL / Digital Literacy**
Please report information on ESOL, for the 2025 calendar year. These are a subset of Library Sponsored Programs and should also be entered there.

**ENGLISH FOR SPEAKERS OF OTHER LANGUAGES (ESOL) PROGRAMS**

| | |
|---|---|
| 3.67Did the library offer English for Speakers of Other Languages (ESOL) programs in 2025? (Enter Y for Yes, N for No) If entering no, proceed to the next section. | N |

**DIGITAL LITERACY**
Please report information on DIGITAL LITERACY for the 2025 calendar year. These are a subset of Library Sponsored Programs and should also be entered there.

| | |
|---|---|
| 3.75Did the library offer digital literacy programs in 2025? (Enter Y for Yes, N for No) If entering no, proceed to the next section. | N |

**4. LIBRARY TRANSACTIONS**
Report all transactions as of the end of the fiscal year reported in Questions 1.6 and 1.7 in Part 1. (Please note: Internal Library usage is not considered part of circulation.)

**Circulation / Reference Transactions**

- The total annual circulation of all physical library materials of all types, including renewals.
- Count all physical materials in all formats that are charged out for use outside the library.Circulation of uncataloged books, and other non-book materials should be reported in the appropriate category - Adult or Children's Other Materials. Include non-traditional items that are charged out, such as cake pans, tools, Roku sticks, etc. under Circulation of Other Materials.
- Interlibrary loan transactions included are only items borrowed for users. Include items borrowed for users of the reporting library through interlibrary loan (materials received) and charged out for home use by the reporting library's patrons.
- Items loaned in bulk (bulk loans) by your library to schools or other institutions for circulation by the school or institution are counted as one circulation per item (the initial loan from your library to the school or institution).
- Do not include items checked out to another library. Items sent to another autonomous library as interlibrary loan are not counted as circulation by the reporting library.
- Items sent from one outlet of the reporting library to another, i.e., from main library to a branch, are not counted as circulation.
- Items packaged together as a unit which are generally checked out as a unit, should be counted once for each loan of the unit ( e.g., two compact discs, two films, two videocassettes, a kit or a set of 25slides).

**CATALOGED BOOK CIRCULATION**

| | |
|---|---|
| 4.1Adult Fiction Books | 4,255 |
| 4.2Adult Non-fiction Books | 2,410 |
| 4.3Total Adult Books (Total questions 4.1 & 4.2) | 6,665 |
| 4.4Children's Fiction Books | 5,343 |
| 4.5Children's Non-fiction Books | 980 |
| 4.6Total Children's Books (Total questions 4.4 & 4.5) | 6,323 |
| 4.7Total Cataloged Book Circulation (Total question 4.3 & 4.6) | 12,988 |

## CIRCULATION OF OTHER MATERIALS

| | |
|---|---|
| 4.8aCirculation of Adult Other Materials - Non-Audio/Visual | 1,317 |
| 4.8bCirculation of Adult Other Materials - Audio/Visual | 1,601 |
| 4.9aCirculation of Children's Other Materials - Non-Audio/Visual | 20 |
| 4.9bCirculation of Children's Other Materials - Audio/Visual | 301 |
| 4.10Circulation of Other Physical Items (Total questions 4.8a, 4.9a) | 1,337 |
| 4.11Physical Item Circulation (Total questions 4.7 & 4.8 b & 4.9b & 4.10) [6] | 16,227 |
| 4.12As of the end of the reporting period, does the library charge overdue fines to any users when they fail to return physical print materials by the date due? | No |
| 4.13Did your library offer automatic renewal for any physical materials during the reporting period? NOTE: Patrons do not have to take any action for automatic renewals. The Integrated Library System [ILS] rules determine how/when automatic renewals occur. | Yes |

## REFERENCE TRANSACTIONS

| | |
|---|---|
| 4.14Total Reference Transactions | 1,969 |
| 4.14aRegarding the number of Reference Transactions entered, is this an annual count or an annual estimate based on a typical week or weeks? | Annual Count |
| 4.15Does the library offer virtual reference? | Y |

## INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

| | |
|---|---|
| 4.16TOTAL MATERIALS RECEIVED | 2,257 |

## INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

| | |
|---|---|
| 4.17TOTAL MATERIALS PROVIDED | 6,096 |

## E-RATE

| | |
|---|---|
| 4.18Does the library file for E-ratebenefits? | N |
| 4.19Is the library part of a consortium for E-rate benefits? | N |
| 4.20If yes, in which consortium are you participating? | N/A |

## 5. ELECTRONIC USE

### Electronic Holdings

For all questions: Answer Missing if the answer is unknown

Report information for Electronic Use based on the fiscal reporting year entered for Questions 1.6 and 1.7 in Section 1 General Library Information.

### Electronic Books

E-books are the digital equivalent of printed books that may be accessed online from an electronic device. E-books also include e-comics. Do not consider resources available for free in the public domain when answering the following questions.

| | |
|---|---|
| 5.1Did the library provide access to e-books purchased solely by the library? | Yes |
| 5.2Did the library provide access to e-books purchased via a consortium, cooperative, or other similar group at the local, regional, or state level? | Yes |
| 5.3Did the library provide access to e-books provided by the New York State Library at no or minimal cost to the library? | No |

### Electronic Serials

E-serials are periodic digital publications equivalent to printed newspapers, magazines, and similar media that are viewed as entire issues rather than as single articles returned from a research query. Do not consider resources available for free in the public domain when answering the following questions. Answer Yes/No/Missing (Unknown)

| | |
|---|---|
| 5.4Did the library provide access to e-serials purchased solely by the library? | No |
| 5.5Did the library provide access to e-serials purchased via a consortium, cooperative, or other similar group at the local, regional, or state level? | Yes |
| 5.6Did the library provide access to e-serials provided by the New York State Library at no or minimal cost to the library? | No |

**Electronic Audio**

E-audio are digital files of sound only (e.g., audiobooks, music) that may be accessed online from an electronic device. Do not consider resources available for free in the public domain when answering the following questions. Answer Yes/No/Missing (Unknown)

| | |
|---|---|
| 5.7Did the library provide access to e-audio purchased solely by the library? | Yes |
| 5.8Did the library provide access to e-audio purchased via a consortium, cooperative, or other similar group at the local, regional, or state level? | Yes |
| 5.9Did the library provide access to e-audio provided by the New York State Library at no or minimal cost to the library? | No |

**Electronic Video**

E-videos are digital files of moving visual images with or without sound (e.g., movies, television shows) that may be accessed online from an electronic device. Examples include Hoopla, Kanopy, and cloudlibrary. Do not consider resources available for free in the public domain when answering the following questions. Answer Yes/No/Missing (Unknown)

| | |
|---|---|
| 5.10Did the library provide access to e-videos purchased solely by the library? | Yes |
| 5.11Did the library provide access to e-videos purchased via a consortium, cooperative, or other similar group at the local, regional, or state level? (Do not include New York State Library-provided content here; that should be entered in 5.12.) | Yes |
| 5.12Did the library provide access to e-videos provided by the New York State Library at no or minimal cost to the library? | No |

**Research Databases**

Research databases are organized collections of electronic data or records (e.g., facts, abstracts, articles, bibliographic data, texts, photographs) that can be searched to retrieve information. Do not consider resources available for free when answering the following questions. Answer Yes/No/Missing (Unknown)

| | |
|---|---|
| 5.13Did the library provide access to research databases purchased solely by the library? | Yes |
| 5.14Did the library provide access to research databases purchased via a consortium, cooperative, or other similar group at the local, regional, or state level? | Yes |
| 5.15Did the library provide access to research databases provided by the New York State Library at no or minimal cost to the library (e.g., NOVELny)? | Yes |

**Online Learning**
Online learning platforms primarily provide instruction, tools, and resources to enhance education, lifelong learning, and skill building. Platforms may offer homework assistance, language learning, test preparation, professional development, resume assistance, hobby instruction, etc. Answer Yes if library provided access to a platform even if the platform itself is not owned by the library (e.g., paying for access to Ryan Dowd's Homeless Library). Do not consider resources available for free when answering the following questions. Answer Yes/No/Missing (Unknown)

| | |
|---|---|
| 5.16Did the library provide access to online learning platforms purchased solely by the library? | Yes |
| 5.17Did the library provide access to online learning platforms purchased via a consortium, cooperative, or other similar group at the local, regional, or state level? | Yes |
| 5.18Did the library provide access to online learning platforms provided by the New York State Library at no or minimal cost to the library? | No |

**E-Material Circulation**
Electronic (digital) materials can be accessed online from an electronic device. Types of electronic materials include e-books, e-serials, e-audio, and e-video. Only count items that require user authentication and have a limited period of use. Count all checkouts, including renewals.

| | |
|---|---|
| 5.19The total circulation of e-books during the reporting period | 2,408 |
| 5.20The total circulation of e-serials during the reporting period. | 538 |
| 5.21The total circulation of e-audio during the reporting period | 2,669 |
| 5.22The total circulation of e-videos during the reporting period. | 573 |

**6. STAFF INFORMATION**
All staff questions refer to PAID staff.

Note: Report figures as of the last day of the fiscal year reported in Questions 1.6 and 1.7 in Part 1. Include the FTE for all positions funded in the library's budget whether those positions are filled or not. This report requires conversion of part-time hours to full-time equivalents (FTE). To compute the FTE of employees in any category, take the total number of hours worked per week for all budgeted positions in that category and divide that total by the number of hours per week the library considers to be full-time. Report the FTE to two decimal places.

**FTE (FULL-TIME EQUIVALENT CALCULATION)**

| | |
|---|---|
| 6.1The number of hours per workweek used to compute FTE for all paid library personnel in this section. | 35.00 |

**BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS**

| | |
|---|---|
| 6.2Library Director (certified) | 1.00 |
| 6.3Vacant Library Director (certified) | 0.00 |
| 6.4Library Manager (not certified) | 0.00 |
| 6.5Vacant Library Manager (not certified) | 0.00 |
| 6.6Librarian | 1.36 |
| 6.7Vacant Librarian | 0.00 |
| 6.8Library Specialist/Paraprofessional | 0.00 |
| 6.9Vacant Library Specialist/Paraprofessional | 0.00 |
| 6.10Other Staff | 2.01 |
| 6.11Vacant Other Staff | 0.00 |
| 6.12TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8 & 6.10) | 4.37 |
| 6.13VACANT TOTAL PAID STAFF (Total questions 6.3, 6.5, 6.7, 6.9 & 6.11) | 0.00 |

**SALARY INFORMATION**

| | |
|---|---|
| 6.14FTE - Library Director(certified) | 1.00 |
| 6.15Salary - Library Director (certified) | $109,143 |
| 6.16FTE - Library Manager (not certified) | 0.00 |
| 6.17Salary - Library Manager (notcertified) | $0 |
| 6.18FTE - Librarian | 1.00 |
| 6.19Salary - Librarian | $60,200 |

**7. MINIMUM PUBLIC LIBRARY STANDARDS**

All public, free association and Indian libraries in New York State are required to meet the minimum standards listed below. Please indicate which of these standards your

library meets as of December 31, 2025. Please click here to read general instructions before completing this section. Helpful information for meeting minimum public library standards is available on the State Library's website. https://nyslibrary.libguides.com/publiclibrarystandards

| | |
|---|---|
| 7.1.Is governed by written bylaws which define the structure and governing functions of the library board of trustees, and which shall be reviewed and re-approved by the board of trustees at least once every five years or earlier if required by law. | Y |
| 7.2.Has a community-based, board-approved, written long-range plan of service developed by the library board of trustees and staff. | Y |
| 7.3.Provides a board-approved written annual report to the community on the library's progress in meeting its mission, goals and objectives, as outlined in the library's long-range plan of service. | Y |
| 7.4.Has board-approved written policies for the operation of the library, which shall be reviewed and updated at least once every five years or earlier if required by law. | Y |
| 7.4.a.Does the Library have a Board-approved policy for the selection of library materials and reconsideration of such selection? | Y |
| 7.4.b.Does the Library have a Board-approved policy explaining the public usage of library space and meeting rooms? | Y |
| 7.4.c.Does the Library have Board-approved Codes of conduct? | Y |
| 7.4.d.Does the library have a policy protecting the confidentiality of library records? | Y |
| 7.4.e.Does the library have Board-approved personnel policies ensuring consistent staff management and fair employment practices? | Y |
| 7.4.f.Does the library have a disaster plan? | Y |
| 7.4.g.Does the Library have Board-approved financial control policies that fulfill the legal and fiduciary responsibilities of the governing body and promote fiscal oversight, accountability, and sustainable management? | Y |
| 7.5.Annually prepares and publishes a board-approved, written budget, which enables the library to address the community’s needs, as outlined in the library’s long-range plan of service. | Y |
| 7.6.Periodically evaluates the effectiveness of the library's programs, services and collections to address community needs, as outlined in the library’s long-range plan of service. | Y |
| 7.7.Is open the minimum standardnumber of public service hours for population served. (see instructions) | Y |

**7.8. Maintains a facility that addresses community needs, as outlined in the library's long-range plan of service, including adequate:**

| | |
|---|---|
| 7.8a.space | Y |
| 7.8b.lighting | Y |
| 7.8c.shelving | Y |
| 7.8d.seating | Y |
| 7.8e.power infrastructure | Y |
| 7.8f.data infrastructure | Y |
| 7.8g.public restroom | Y |

-

| | |
|---|---|
| 7.9.Provides programming to address community needs, as outlined in the library's long-range plan of service. | Y |

**7.10. Provides**

| | |
|---|---|
| 7.10a.a circulation system that facilitates access to the local library collection and other library catalogs | Y |
| 7.10b.equipment, technology, and internet connectivity to address community needs and facilitate access to information. | Y |

-

| | |
|---|---|
| 7.11.Provides access to current library information in print and online, facilitating the understanding of library services, operations and governance; information provided online shall include the standards referenced in numbers (1) through (5) above. | Y |
| 7.12.Employs a paid director in accordance with the provisions of Commissioner's Regulation 90.8. | Y |
| 7.13.Provides library staff with annual technology training, appropriate to their position, to address community needs, as outlined in the library’s long-range plan of service. | Y |
| 7.14.Establishes and maintains partnerships with other educational, cultural or community organizations which enable the library to address the community’s needs, as outlined in the library’s long-range plan of service. | Y |

**8. PUBLIC SERVICE INFORMATION**

Report all information as of the end of the fiscal year reported in Questions 1.6 and 1.7 in Part 1. Please click here to read general instructions before completing this section. Questions 8.1-8.4 are pre-filled with prior year answers but not locked to allow updating.

PUBLIC SERVICE OUTLETS - Libraries reporting main libraries, branches and bookmobiles should complete Service Outlets Information in Part 9.

| | |
|---|---|
| 8.1Main Library | 1 |
| 8.2Branches | 0 |
| 8.3Bookmobiles | 0 |
| 8.4Other Outlets | 0 |
| 8.5TOTAL PUBLIC SERVICE OUTLETS (Total questions 8.1 - 8.4) | 1 |

**PUBLIC SERVICE HOURS - Report hours to two decimal places.**

| | |
|---|---|
| 8.6Minimum Weekly Total Hours - Main Library | 48.00 |
| 8.7Minimum Weekly Total Hours - Branch Libraries | 0.00 |
| 8.8Minimum Weekly Total Hours - Bookmobiles | 0.00 |
| 8.9Minimum Weekly Total Hours - Total Hours Open (Total questions 8.6 - 8.8) | 48.00 |
| 8.10Annual Total Hours - Main Library | 2,656.00 |
| 8.11Annual Total Hours - Branch Libraries | 0.00 |
| 8.12Annual Total Hours - Bookmobiles | 0.00 |
| 8.13Annual Hours Open - Total Hours Open (Total questions 8.10 through 8.12) | 2,656.00 |

**9. SERVICE OUTLET INFORMATION**
Outlets should be arranged in alphabetical order if possible.

Report all information as of the end of the fiscal year reported in Questions 1.6 and 1.7 in Part 1. Please click here to read general instructions before completing this section. Questions 1-14, 20-25, and 34-36 are pre-filled with prior year answers but not locked to allow updating.

NOTE: Libraries reporting Public Service Outlets in questions 8.1, 8.2 and 8.3 of Part 8 are required to complete this part of the Annual Report. Use this section to enter outlet information on main libraries, branches or bookmobiles. Complete one record for each main library, branch or bookmobile.

NEW OUTLETS: If a new outlet was open in the reporting year for any amount of time, it must be entered here. For locked fields, use the note to input information; enter New in the note for Question 40.

CLOSED OUTLETS: Even if an outlet was closed for the entire year it still must be reported and not simply left out of reporting. In these cases, enter either Closed, will reopen or Closed permanently in the note for Question 40. Permanently closed outlets will be removed and not appear in subsequent reports.

If you have multiple libraries, you may 1) enter the data for the Service Outlet Information section directly into the survey as usual or 2) send Counting Opinions the data for this section to be uploaded into LibPAS. If you choose to send your data for uploading, you will enter the data into the spreadsheet that Counting Opinions will provide. Complete this spreadsheet and email it to support@countingopinions.com and your data will be uploaded into LibPAS within 24 hours. The data will be loaded in the same order in which it appears in your file, so libraries should be in the correct order on the spreadsheet.

Outlet fields 5-6, 11-14, and 20-23 should be locked.

**Name**

| Location | | 1. Outlet Name | 2. Outlet Name Status |
|---|---|---|---|
| PALISADES FREE LIBRARY | | PALISADES FREE LIBRARY | no change from the prior year |

**Address**

| Location | | 3. Street Address | 4. Outlet Street Address Status |
|---|---|---|---|
| PALISADES FREE LIBRARY | | 19 CLOSTER ROAD | no change from the prior year |

### Address / Phone

| Location | | 5. City | 6. Zip Code | 7. Phone (enter 10 digits only) |
|---|---|---|---|---|
| PALISADES FREE LIBRARY | | PALISADES | 10964 | 8453590136 |

### Contact

| Location | | 8. E-mail Address | 9. Outlet URL |
|---|---|---|---|
| PALISADES FREE LIBRARY | | info@palisadesfreelibrary.org | www.palisadeslibrary.org |

-

| Location | | 10. County | 11. School District | 12. Library System | 13. Outlet Type Code (select one): |
|---|---|---|---|---|---|
| PALISADES FREE LIBRARY | | ROCKLAND | South Orange Central School District | Ramapo Catskill Library System | Central Library |

### Hours / Meetings

| Location | | 14. Public Service Hours Per Year for This Outlet | 15. Number of Weeks This Outlet is Open | 16. Total number of meeting spaces available to the public | 17. How many of the above meeting spaces are reservable? | 18. Number of times members of the public reserved meeting spaces | 19. Is the meeting space available for public use even when the outlet is closed? |
|---|---|---|---|---|---|---|---|
| PALISADES FREE LIBRARY | | 2,656 | 52 | 1 | 1 | 1 | N |

### Building

| Location | | 20. Enter the appropriate outlet code (select one): | 21. Who owns this outlet building? | 22. Who owns the land on which this outlet is built? | 23. Indicate the year this outlet was initially constructed | 24. Indicate the year this outlet underwent a major renovation costing $25,000 or more |
|---|---|---|---|---|---|---|
| PALISADES FREE LIBRARY | | LO | Library Board | Library Board | 1800 | 2025 |

### Space / Use

| Location | | 25. Square footage of the outlet | 26. Number of Internet Computers Used by General Public | 27. Number of uses (sessions) of public Internet computers per year | 27a Reporting Method for Number of Uses of Public Internet Computers Per Year |
|---|---|---|---|---|---|
| PALISADES FREE LIBRARY | | 4,370 | 3 | 670 | Annual Count |

### Internet Connection

| Location | | 28. Type of connection on the outlet's public Internet computers | 29. Maximum download speed of connection on the outlet's public Internet computers | 30. Maximum upload speed of connection on the outlet's public Internet computers |
|---|---|---|---|---|
| PALISADES FREE LIBRARY | | Fiber | 11 Greater than or equal to 100 mbps and less than 1 gbps | 11 Greater than or equal to 100 mbps and less than 1 gbps |

### Internet / WiFi

| Location | | 31. Internet Provider | 32. WiFi Access | 33. Wireless Sessions | 33a Reporting Method for Wireless Sessions |
|---|---|---|---|---|---|
| PALISADES FREE LIBRARY | | Verizon Wireless | No restrictions to access | 28,580 | Annual Estimate Based on Typical Week(s) |

**Accessibility / Makerspace**

| Location | | 34. Does the outlet have a building entrance that is physically accessible to a person in a wheelchair? | 35. Is every public part of the outlet accessible to a person in a wheelchair? | 36. Does your outlet have a Makerspace? |
|---|---|---|---|---|
| PALISADES FREE LIBRARY | | Y | Y | N |

**ID**

Questions 35-39 37-40 are locked fields for New York State Library use only.

| Location | | 37. LIBID | 38. FSCSID | 39. Number of Bookmobiles in the Bookmobile Outlet Record | 40. Outlet Structure Status |
|---|---|---|---|---|---|
| PALISADES FREE LIBRARY | | 7200504940 | NY0588 | 0 | no change |

**10. OFFICERS AND TRUSTEES**

Guidance at the start of the section has been updated to clarify that entries should reflect Officers and Board Members as of February 1, 2026.

**Trustees and Terms / Trustee Names**

Report information about trustee meetings as of December 31, 2025. All public and association libraries are required by Education Law to hold at least four meetings a year.

**BOARD MEETINGS**

| | |
|---|---|
| 10.1Total number of board meetings held during calendar year (January 1,2025 to December 31, 2025) | 7 |

**NUMBER OF TRUSTEES AND TERMS**

| | |
|---|---|
| 10.2If the library's charter documents (incorporation) state a range of trustees, what is it? If a range is not stated, select N/A. | 5 - 25 |
| 10.3If your library has a range, how many voting positions are stated in the library's current by-laws? If a range is not stated, select N/A. | 7 |
| 10.4If your library does not have a range, how many voting positions are stated in the library's charter documents (incorporation)? If library does have a range, select N/A here. | N/A |
| 10.5What is the trustee term length, as stated in your library's charter documents (incorporation)? If a term length is not stated, please explain in a Note. | 5 years |
| 10.6I attest that all trustees participated in trustee education in the last calendar year (2025). If entering No, provide explanation in a Note. | Y |

**BOARD MEMBER SELECTION**

| | |
|---|---|
| 10.7Enter Board Member Selection Code (select one): | EA - board members are elected by the library association membership |

-

List Officers and Board Members as of February 1, 2026.

Trustee information has been pre-filled with prior year answers but not locked; please make sure to delete former trustees, add new ones, and update position titles, dates and make any other needed changes. You may 1) enter the data for the Officers and Board Members directly into the survey as usual or 2) send Counting Opinions the data for this section to be uploaded into LibPAS. If you choose to send your data for uploading, you must enter the data into the spreadsheet that Counting Opinions will send you. Please Note: It is customized and contains previously entered data in need of updating. Complete this spreadsheet and email it to support@countingopinions.com.

| | 10 .7a Status | 10 .7b First Name of Board Member | 10. 7c Last Name of Board Member | 10 .7d Mailing Address | 10 .7e City | 10. 7f Zip Code (5 digits only) | 10 .7g E-mail address | 10 .7h Office Held or Trustee | 10. 7i Term Begins - Month | 10. 7j Term Begins - Year (year) | 10. 7k Term Expires | 10. 7l Term Expires - Year (yyyy) | 10.7m Is the trustee serving a full term? If No, add a Note. The | 10 .7n The date the Oath of Office ( mm/dd/yyyy) was taken | 10 .7o The date the Oath of Office was filed with town or | 10.7p Is this a brand new trustee? |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|

| | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee?s term. Example: Trustee is filli | | county clerk (mm/dd/yyyy) | |
| Filled | Catherine | Martin | 61 Woods Road | Palisades | 10964 | cathy.leef.martin@gmail.com | Trustee | January | 2026 | December | 2030 [7] Yes | N/A | N/A | Y |
| Filled | Laurie | Ferguson | 83 Closter Road | Palisades | 10964 | ljferg@optonline.net | Financial Officer | January | 2023 | December | 2027 Yes | N/A | N/A | N |

| | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Filled | Kristopher | Haberman | 96 Washington Spring Road | Palisades | 10964 | krishaberman@me.com | Vice President | January | 2022 | December | 2026 | Yes | N/A | N/A | N |
| Filled | Kathryn | Shattuck | 709 Oak Tree Road | Palisades | 10964 | klshattuck@gmail.com | Secretary | January | 2022 | December | 2026 | Yes | N/A | N/A | N |
| Filled | Erica | Lockwood | 7 Closter Road | Palisades | 10964 | ericalynngoldberg@gmail.com | Trustee | January | 2025 | December | 2029 | Yes | N/A | N/A | N |
| Filled | Yvonna | Kopacz | 380 Oak Tree Road | Palisades | 10964 | ymkopacz@yahoo.com | Trustee | January | 2026 | December | 2030 | No | N/A | N/A | N |
| Filled | Marjorie | Galen | 112 Washington Spring Rd | Palisades | 10964 | marjorie.galen@gmail.com | President | January | 2025 | December | 2029 | Yes | N/A | N/A | N |

**11. OPERATING FUNDS RECEIPTS**

Report financial data based on the fiscal reporting year reported in Part 1. (Q1.6 and Q1.7, or Q1.9 and Q1.10 if the fiscal reporting year has changed since the previous annual report). ROUND TO THE NEAREST DOLLAR. Please click here to read general instructions before completing this section.

**LOCAL PUBLIC FUNDS**

| | |
|---|---|
| 11.1Does the library receive any local public funds? If yes, complete one record for each taxing authority; if no, go to question 11.3. | Y |

-

| | 11.1.a Source of Funds | 11.1.b Name of funding | 11.1.c Amount | 11.1.d Subject to public | 11.1.e Written Contractual |
|---|---|---|---|---|---|

| | | | | |
|---|---|---|---|---|
| | County, Municipality or School District | | vote held in reporting year or in a previous reporting year(s). | Agreement |
| Town | Town of Orangetown | [8]$408,000 | N | Y |
| School District | South Orangetown Central School District | $119,952 | Y | N |

-

Please Note: last year's answers for repeating groups cannot be displayed.

| | |
|---|---|
| 11.2TOTAL LOCAL PUBLIC FUNDS [9] | $527,952 |

**SYSTEM CASH GRANTS TO MEMBER LIBRARY**

| | |
|---|---|
| 11.3Local Library Services Aid (LLSA) | $1,525 |
| 11.4Record all Central Library Services Aid monies received from system headquarters | $0 |
| 11.5Additional State Aid received from the System | $0 |
| 11.6Federal Aid received from the System | $0 |
| 11.7Other Cash Grants | $0 |
| 11.8TOTAL SYSTEM CASH GRANTS (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7) | $1,525 |

**OTHER STATE AID**

| | |
|---|---|
| 11.9State Aid other than LLSA, Central Library Aid (CLDA and/or CBA), or other State Aid reported as system cash grants | $0 |

**FEDERAL AID FOR LIBRARY OPERATION**

| | |
|---|---|
| 11.10LSTA | $0 |
| 11.11Other Federal Aid | $0 |
| 11.12TOTAL FEDERAL AID (Add Questions 11.10 and 11.11) | $0 |
| 11.13CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE | $0 |

**OTHER RECEIPTS**

| | |
|---|---|
| 11.14Gifts and Endowments | $38,758 |
| 11.15Fund Raising | $0 |
| 11.16Income from Investments | $18,816 |
| 11.17Library Charges | $1,671 |
| 11.18Other | $0 |
| 11.19TOTAL OTHER RECEIPTS (Add Questions 11.14, 11.15, 11.16, 11.17 and 11.18) | $59,245 |
| 11.20TOTAL OPERATING FUND RECEIPTS (Add Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19) | $588,722 |
| 11.21BUDGET LOANS | $0 |

**Transfers / Grand Total**

**TRANSFERS**

| | |
|---|---|
| 11.22From Capital Fund (Same as Question 14.8) | $0 |
| 11.23From Other Funds | $0 |
| 11.24TOTAL TRANSFERS (Add Questions 11.22 and 11.23) | $0 |
| 11.25BALANCE IN OPERATING FUND - Beginning Balance for Fiscal Year Ending 2025 (Same as Question 12.39 of previous year if fiscal year has not changed) | $193,671 |
| 11.26GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS AND BALANCE (Add Questions 11.20, 11.21, 11.24 and 11.25; Same as Question 12.40) | $782,393 |

## 12. OPERATING FUND DISBURSEMENTS

Report financial data based on the fiscal reporting year reported in Part 1. (Q1.6 and Q1.7, or Q1.9 and Q1.10 if the fiscal reporting year has changed since the previous annual report). ROUND TO THE NEAREST DOLLAR. Please click here to read general instructions before completing this section.

### STAFF EXPENDITURES

#### Salaries & Wages Paid from Library Funds

| | |
|---|---|
| 12.1Certified Librarians | $221,402 |
| 12.2Other Staff | $92,807 |
| 12.3Total Salaries & Wages Expenditures (Add Questions 12.1 and 12.2) | $314,209 |
| 12.4Employee Benefits Expenditures | $90,342 |
| 12.5Total Staff Expenditures (Add Questions 12.3 and 12.4) | $404,551 |

### COLLECTION EXPENDITURES

| | |
|---|---|
| 12.6Print Materials Expenditures | $23,314 |
| 12.7Electronic Materials Expenditures | $11,448 |
| 12.8Other Materials Expenditures | $2,794 |
| 12.9Total Collection Expenditures (Add Questions 12.6, 12.7 and 12.8) | $37,556 |

### CAPITAL EXPENDITURES FROM OPERATING FUNDS

| | |
|---|---|
| 12.10From Local Public Funds (71PF) | $0 |
| 12.11From Other Funds (71OF) | $0 |
| 12.12Total Capital Expenditures (Add Questions 12.10 and 12.11) | $0 |

### OPERATION AND MAINTENANCE OF BUILDINGS

**Repairs to Building & Building Equipment**

| | |
|---|---|
| 12.13From Local Public Funds (72PF) | $1,696 |
| 12.14From Other Funds (72OF) | $0 |
| 12.15Total Repairs (Add Questions 12.13 and 12.14) | $1,696 |
| 12.16Other Disbursements for Operation & Maintenance of Buildings | $40,994 |
| 12.17Total Operation & Maintenance of Buildings (Add Questions 12.15 and 12.16) | $42,690 |

**MISCELLANEOUS EXPENSES**

| | |
|---|---|
| 12.18Office and Library Supplies | $3,651 |
| 12.19Telecommunications | $4,507 |
| 12.21Professional & Consultant Fees | $25,683 |
| 12.22Equipment | $4,696 |
| 12.23Other Miscellaneous | $11,551 |
| 12.24Total Miscellaneous Expenses (Add Questions 12.18, 12.19, 12.21, 12.22 and 12.23) | $50,088 |

**-**

| | |
|---|---|
| 12.25CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE | $6,900 |

**DEBT SERVICE**

**Capital Purposes Loans (Principal and Interest)**

| | |
|---|---|
| 12.26From Local Public Funds (73PF) | $0 |
| 12.27From Other Funds (73OF) | $0 |
| 12.28Total (Add Questions 12.26 and 12.27) Other Loans | $0 |
| 12.29Budget Loans (Principal and Interest) | $0 |
| 12.30Short-Term Loans | $0 |
| 12.31Total Debt Service (Add Questions 12.28, 12.29 and 12.30) | $0 |
| 12.32TOTAL OPERATING FUND DISBURSEMENTS (Add Questions 12.5, 12.9, 12.12, 12.17, 12.24, 12.25 and 12.31) | $541,785 |

**Transfers to Capital Fund**

| | |
|---|---|
| 12.33From Local Public Funds (76PF) | $0 |
| 12.34From Other Funds (76OF) | $0 |
| 12.35Total Transfers to Capital Fund (Add Questions 12.33 and 12.34; same as Question 13.8) | $0 |
| 12.36Transfer to Other Funds | $0 |
| 12.37TOTAL TRANSFERS (Add Questions 12.35 and 12.36) | $0 |
| 12.38TOTAL DISBURSEMENTS AND TRANSFERS (Add Questions 12.32 and 12.37) | $541,785 |
| 12.39BALANCE IN OPERATING FUND - Ending Balance for the Fiscal Year Ending 2025 | $240,608 |
| 12.40GRAND TOTAL DISBURSEMENTS, TRANSFERS & BALANCE (Add Questions 12.38 and 12.39; same as Question 11.26) | $782,393 |

**ASSURANCE**

| | |
|---|---|
| 12.41The Library operated in accordance with all provisions of Education Law and the Regulations of the Commissioner, and assures that the Annual Report was reviewed and accepted by the Library Board on (date - mm/dd/yyyy). | 2026-04-08 |

### FISCAL AUDIT

| | |
|---|---|
| 12.42Last audit performed (mm/dd/yyyy) | 2024-10-11 |
| 12.43Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy) | 01-01-2023 - 12-31-2023 |
| 12.44Indicate type of audit (select one): | Private Accounting Firm |

### CAPITAL FUND

| | |
|---|---|
| 12.45Does the library have a separate Capital Fund? Enter Y for Yes, N for No. If No, stop here. If Yes, complete the Capital Fund Report. | Y |

## 13. CAPITAL FUND RECEIPTS

Report financial data based on the fiscal year reported in Questions 1.6 and 1.7 in Part 1. ROUND TO THE NEAREST DOLLAR. Please click here to read general instructions before completing this section.

### REVENUES FROM LOCAL SOURCES

| | |
|---|---|
| 13.1Revenues from Local Government Sources | $0 |
| 13.2All Other Revenues from Local Sources | $0 |
| 13.3Total Revenues from Local Sources (Add Questions 13.1 and 13.2) | $0 |

### STATE AID FOR CAPITAL PROJECTS

| | |
|---|---|
| 13.4State Aid Received for Construction | $0 |
| 13.5Other State Aid | $0 |
| 13.6Total State Aid (Add Questions 13.4 and 13.5) | $0 |

### FEDERAL AID FOR CAPITAL PROJECTS

| | |
|---|---|
| 13.7TOTAL FEDERAL AID | $0 |

**INTERFUND REVENUE**

| | |
|---|---|
| 13.8Transfer from Operating Fund(Same as Question 12.35) | $0 |
| 13.9TOTAL REVENUES (Add Questions 13.3, 13.6, 13.7 and 13.8) | $0 |
| 13.10NON-REVENUE RECEIPTS | $0 |
| 13.11TOTAL CASH RECEIPTS (Add Questions 13.9 and 13.10) | $0 |
| 13.12BALANCE IN CAPITAL FUND - Beginning Balance for Fiscal Year Ending 2025 (Same as Question 14.11 of previous year, if fiscal year has not changed) | $186,482 |
| 13.13TOTAL CASH RECEIPTS AND BALANCE(Add Questions 13.11 and 13.12; same as Question 14.12) | $186,482 |

**14. CAPITAL FUND DISBURSEMENTS**

Report financial data based on the fiscal reporting year reported in Part 1. ROUND TO THE NEAREST DOLLAR. Please click here to read general instructions before completing this section.

**PROJECT EXPENDITURES**

| | |
|---|---|
| 14.1Construction [10] | $82,200 |
| 14.2Incidental Construction | $0 |

**Other Disbursements**

| | |
|---|---|
| 14.3Purchase of Buildings | $0 |
| 14.4Interest | $0 |
| 14.5Collection Expenditures | $0 |
| 14.6Total Other Disbursements (Add Questions 14.3, 14.4 and 14.5) | $0 |
| 14.7TOTAL PROJECT EXPENDITURES (Add Questions 14.1, 14.2 and 14.6) | $82,200 |
| 14.8TRANSFER TO OPERATING FUND (Same as Question 11.22) | $0 |
| 14.9NON-PROJECT EXPENDITURES | $0 |
| 14.10TOTAL CASH DISBURSEMENTS AND TRANSFERS (Add Questions 14.7, 14.8 and 14.9) | $82,200 |
| 14.11BALANCE IN CAPITAL FUND - Ending Balance for the Fiscal Year Ending 2025 | $104,282 |
| 14.12TOTAL CASH DISBURSEMENTS AND BALANCE | $186,482 |

## 16. FEDERAL TOTALS

All questions in Part 16 are calculated, locked fields.

Note: See instructions for definitions and calculations of each of these Federal Totals.

| | |
|---|---|
| 16.1Total ALA-MLS | 2.07 |
| 16.2Total Librarians | 2.07 |
| 16.3All Other Paid Staff | 1.76 |
| 16.4Total Paid Employees | 3.83 |
| 16.5State Government Revenue | $1,525 |
| 16.6Federal Government Revenue | $0 |
| 16.7Other Operating Revenue | $59,245 |
| 16.8Total Operating Revenue | $588,722 |
| 16.9Other Operating Expenditures | $99,678 |
| 16.10Total Operating Expenditures | $541,785 |
| 16.11Total Capital Expenditures | $82,200 |
| 16.12Print Materials | 19,356 |
| 16.12aTotal Physical Items in Collection | 21,114 |
| 16.13Circulation of Children's Physical Material | 6,644 |
| 16.14Total Registered Borrowers | 910 |
| 16.15Other Capital Revenue and Receipts | 0 |
| 16.16Number of Internet Computers Used by General Public | 3 |
| 16.17Total Uses (sessions) of Public Internet Computers Per Year | 670 |
| 16.18Wireless Sessions | 28,580 |
| 16.19Total Capital Revenue | $0 |

### 17. FOR NEW YORK STATE LIBRARY USE ONLY

| | |
|---|---|
| 17.1LIB ID | 7200504940 |
| 17.2Interlibrary Relationship Code | Member of a Federation or Cooperative |
| 17.3Legal Basis Code | Non-profit Association or Agency |
| 17.4Administrative Structure Code | Administrative Entity with a Single Direct Service Outlet |
| 17.5FSCS Public Library Definition | Yes |
| 17.6Geographic Code | Other |
| 17.7FSCS ID | NY0588 |
| 17.8SED CODE | 500301700097 |
| 17.9INSTITUTION ID | 800000039199 |
| User defined ID. used to link two or more AEs together. | -3 |
| Old FSCSKEY | -3 |

### SUGGESTED IMPROVEMENTS

| | |
|---|---|
| Library Name: | PALISADES FREE LIBRARY |
| Library System: | Ramapo Catskill Library System |
| Name of Person Completing Form: | Maria Gagliardi |
| Phone Number: | (845) 359-0136 |
| I am satisfied that this resource (LibPAS) is meeting library needs: | Agree |
| Applying this resource (LibPAS) will help improve library services to the public: | Yes |
| Please share with us your suggestions for improving the Annual Report. When providing feedback, if applicable please indicate the question number each comment/suggestion refers to. Thank you! | |

[1], 1.47 Our only public restroom was under construction for 8 weeks and we had outdoor portable toilets. We held fewer programs during these 8 weeks and the public

attendance dropped.(*0-2026-04-06*)

[2], 3.20a Our chartered population is larger than the service area according to the census designated places that the Division of Library Development uses.(*0-2026-04-06*)

[3], 3.21a We held 3 general interest programs in 2025.(*0-2026-04-07*)

[4], 3.22 Our chartered population is larger than the service area according to the census designated places that the Division of Library Development uses.(*0-2026-04-06*)

[5], 3.30 There was an one program in the past that received a high number of views, but that was an outlier(*0-2026-04-13*)

[6], 4.11 Our chartered population is larger than the service area according to the census designated places that the Division of Library Development uses.(*0-2026-04-06*)

[7], 10.7p The board appointed Catherine Martin to fill the vacant seat of Mary Murphy which was coming to full term at the end of December 2025. Then Catherine was elected in December 2025 to start the fresh full year term in January of 2026.(*0-2026-04-12*)

[8], 11.1.e Our chartered population is larger than the service area according to the census designated places that the Division of Library Development uses.(*0-2026-04-06*)

[9], 11.2 The Palisades Free Library currently, and historically, has received generous support from the Town of Orangetown and the community through a public vote.(*0-2026-04-02*)

[10], 14.1 The library renovated a restroom and expanded a storage closet.(*0-2026-04-15*)