Marlboro Free Library

Board Meeting Minutes- August 3, 2026, at 7:00pm
Meeting #8

I. **Call to Order:** Board President, Kelli Kavanaugh, called the meeting to order at 7:00 pm.

II. **Pledge to the Flag:** Cheryl Werba led the Pledge to the Flag.

III. **Attendance:** Kelli Kavanaugh, Denise Garofalo, Anita Jean McMonigle, Cheryl Werba, Thea James, Lois Diorio, Library Director – Lindsay Jankovitz, and Recording Secretary – Tessa DeBella

IV. **Visitor's Forum**

None present.

V. **Approval of Minutes**

a. **Board Meeting Minutes- July 13, 2026**

RESOLUTION 19-8-3-26
A motion was made by Denise Garofalo and seconded by Thea James to approve the July 13, 2026 board meeting minutes.

VOICE VOTE: 5-0-0 ALL YES CARRIED

b. **Annual Reorganization Board Meeting Minutes- July 13, 2026**

RESOLUTION 20-8-3-26
A motion was made by Thea James and seconded by Anita Jean McMonigle to approve the Annual Reorganization Board Meeting minutes on July 13, 2026.

VOICE VOTE: 5-0-0 ALL YES CARRIED

VI. Report of Secretary (James)

No report.

VII. Treasurer's Report

a. June 2026

The board received and reviewed the June 2026 Treasurer's Report. The official report will be kept on file at the Library.

VIII. Director's Report (Jankovitz)

a. Director's Report

A copy of the Director's Report is attached to the meeting minutes.

IX. Standing Committees

i. Finance (McMonigle & Werba)

a. Cash Disbursements- July 2026

RESOLUTION 21-8-3-26
A motion was made by Denise Garofalo and seconded by Cheryl Werba to approve the July 2026 Cash Disbursements.

VOICE VOTE: 5-0-0 ALL YES CARRIED

b. Budget Status Report (Monthly Profit & Loss Budget vs. Actual)

The board received and reviewed the Monthly Profit & Loss Budget vs. Actual Reports.

ii. Personnel (Garofalo)

RESOLUTION 22-8-3-26
A motion was made by Anita Jean McMonigle and seconded by Denise Garofalo to approve the hire of Lincoln Morehead as Custodial Worker.

VOICE VOTE: 5-0-0 ALL YES CARRIED

RESOLUTION 23-8-3-26
A motion was made by Thea James and seconded by Anita Jean McMonigle to approve the hire of Jane Canosa & Rosemarie Marro as Substitute Part-Time Library Clerks.

VOICE VOTE: 5-0-0 ALL YES CARRIED

RESOLUTION 24-8-3-26
At 7:14 p.m. motion was made by Denise Garofalo and seconded by Anita Jean McMonigle to enter executive session to discuss the medical, financial, credit, or employment history of a particular person.

VOICE VOTE: 5-0-0 ALL YES CARRIED

RESOLUTION 25-8-3-26
At 7:16 p.m., a motion was made by Denise Garofalo and seconded by Cheryl Werba to return to regular session.

VOICE VOTE: 5-0-0 ALL YES CARRIED

RESOLUTION 26-8-3-26
A motion was made by Denise Garofalo and seconded by Thea James to approve a workplace accommodation for a library employee as discussed in Executive Session.

VOICE VOTE: 5-0-0 ALL YES CARRIED

iii. Policy Manual (Garofalo)

RESOLUTION 27-8-3-26
A motion was made by Thea James and seconded by Anita Jean McMonigle to approve the first reading of revisions made to the Library's Community Room Policy.

VOICE VOTE: 5-0-0 ALL YES CARRIED

iv. Friends of the Library (Werba)

The Friends of the Library are currently running a raffle basket fundraiser, located at the Library's circulation desk.

v. **Building & Grounds (Kavanaugh)**

No report.

vi. **Liaison to the Ulster Co. Library Association (Jankovitz)**

The director informed the board that UCLA is looking for a new president.

vii. **Technology (Garofalo)**

No report.

viii. **Planning (Kavanaugh)**

Discussion took place regarding a Teen Advisory Board project to plant flowers in the Library's Reading Garden.

X. Old Business

a. Bylaws Review

RESOLUTION 28-8-3-26
A motion was made by Denise Garofalo and seconded by Cheryl Werba to approve the revisions as discussed to the Library's bylaws. A first reading occurred at the July Board Meeting.

VOICE VOTE: 5-0-0 ALL YES CARRIED

XI. New Business

a. Contractor Invoices

RESOLUTION 29-8-3-26
A motion was made by Thea James and seconded by Anita Jean McMonigle to approve the construction invoices from DJ Heating & Air

Conditioning, Ashley Mechanical, Barone Construction Group, and Mid-Hudson Electrical and for the Library to issue payment.

VOICE VOTE: 5-0-0 ALL YES CARRIED

b. Construction Updates

Discussed during the Director's Report.

c. Change Orders

None to report.

d. Ribbon Cutting Discussion

The Board agreed to postpone the Library's Ribbon Cutting Ceremony from September to October, pending completion of final renovation and construction work.

e. New Railing Discussion

A second estimate to fabricate and install a metal railing along the exterior retaining wall of the library was obtained from Fall Fittings for $26,688, in accordance with the Library's procurement policy. Barone Construction Group proposed placing a temporary wooden railing along the wall to save costs. The board requested additional information and tabled the discussion until the next board meeting.

XII. Next Board Meeting Date- Monday, September 14 at 7:00pm. (Labor Day is Monday, September 6).

XIII. Motion to Adjourn

Board President, Kelli Kavanaugh adjourned the meeting at 7:44 pm.

Respectfully submitted,
Lindsay Jankovitz & Tessa DeBella.

Marlboro Free Library

Board Meeting Agenda –August 3, 2026 at 7:00pm

Meeting #8

Marlboro Free Library

I. **Call to Order**

II. **Pledge to the Flag**

III. **Visitor's Forum**

IV. **Approval of Minutes**
   a. **Annual Reorganization Board Meeting Minutes- July 13, 2026**
   b. **Board Meeting Minutes- July 13, 2026**

V. **Report of Secretary**

VI. **Treasurer's Report**
   a. **June 2026**

VII. **Director's Report (Jankovitz)**
   a. **Director's Report**

VIII. **Standing Committees**

i. **Finance (McMonigle & Werba)**
   a. **Cash Disbursements- July 2026**
   b. **Budget Status Report (Monthly Profit & Loss Budget vs. Actual)**

ii. **Personnel (Garofalo)**
   a. **Part-Time Custodial Worker Hire**
   b. **Substitute Part-Time Library Clerk Hires**

iii. **Policy Manual (Garofalo)**
   a. **Community Room Policy**

iv. **Friends of the Library (Werba)**

v. **Building & Grounds (Kavanaugh)**

vi. **Liaison to the Ulster Co. Library Association (Jankovitz)**

vii. **Technology (Garofalo & James)**

viii. **Planning (Kavanaugh)**

IX. **Old Business**

a. **Bylaws Review- 2nd Reading**
b. **Roof Update**
c. **Ribbon Cutting Discussion**

X. **New Business**

a. **Construction Updates**
b. **Construction Invoices**
c. **Change Orders**
d. **Key Holders List**

XI. **Next Board Meeting Date- Monday, September 14 at 7:00pm**

XII. **Motion to Adjourn**

Respectfully submitted,
Lindsay Jankovitz

Marlboro Free Library

Annual Reorganization Meeting Minutes

Monday, July 13, 2026 at 7:00pm

Marlboro Free Library

I. **Call to Order:** Board President, Denise Garofalo, called the meeting to order at 7:01 p.m.

II. **Pledge to the Flag:** Cathy Cosman led the Pledge to the Flag.

III. **Attendance:**
Denise Garofalo, Kelli Kavanaugh, Cheryl Werba, Anita Jean McMonigle, Thea James, Library Treasurer- Cathy Cosman, Lois Diorio, and Library Director- Lindsay Jankovitz.

IV. **Visitor's Forum**
No present.

V. **Approval of Agenda**

RESOLUTION 1-7-13-26
A motion was made by Kelli Kavanaugh and seconded by Anita Jean McMonigle to approve the agenda for the meeting.

VOICE VOTE: 5-0-0 ALL YES CARRIED

VI. **Approval of Minutes- July 7, 2025**

RESOLUTION 2-7-13-26
A motion was made by Cheryl Werba and seconded by Anita Jean McMonigle to approve the minutes of the July 7, 2025, Annual Reorganization Meeting.

VOICE VOTE: 5-0-0 ALL YES CARRIED

VII. Affirmation of Nominating Committee Report- Slate of Officers

Board members were polled for nominations for board offices.

VIII. Oath of Office Administered to Incoming Board Members

Board Vice-President, Kelli Kavanaugh, administered an Oath of Office to elected trustees, Denise Garofalo & Thea James. Denise Garofalo and Thea James were elected to the Board of Trustees for five-year terms.

IX. Election of Officers

Board members directed Board Vice-President, Kelli Kavanaugh, to cast a single vote for the recommended Slate of Officers.

RESOLUTION 3-7-13-26
A motion was made by Denise Garofalo and seconded by Cheryl Werba for Kelli Kavanaugh to cast a single vote for the recommended Slate of Officers.

Kelli Kavanaugh casted a single vote for the proposed 2026-2027 Slate of Officers:
President: Kelli Kavanaugh
Vice-President: Denise Garofalo
Secretary: Thea James

VOICE VOTE: 5-0-0 ALL YES CARRIED

X. Oath of Office Administered to Board Members

Board Vice-President, Denise Garofalo, administered the Oath of Office to elected Board President, Kelli Kavanaugh.

Board President, Kelli Kavanaugh, administered the Oath of Office to elected Board Vice-President, Denise Garofalo.

Board President, Kelli Kavanaugh, administered the Oath of Office to elected Board Secretary, Thea James.

Board President, Kelli Kavanaugh, administered the Oath of Office to Library Treasurer, Cathy Cosman.

Board President, Kelli Kavanaugh, administered the Oath of Office to trustee Anita Jean McMongile.

Board President, Kelli Kavanaugh, administered the Oath of Office to trustee Cheryl Werba.

Board President, Kelli Kavanaugh, administered the Oath of Office to Library Director, Lindsay Jankovitz.

XI. Official Designations

RESOLUTION 4-7-13-26
A motion was made by Denise Garofalo and seconded by Anita Jean McMonigle to approve the following official designations for 2026-2027:

VOICE VOTE: 5-0-0 ALL YES CARRIED

A. **Appointment of Library Treasurer**
Catherine Cosman was appointed Library Treasurer.

B. **Oath of Office Administered to Incoming Library Treasurer**

C. **Recording Secretary:** Tessa DeBella

D. **Bank:** Key Bank

E. **Attorney:** Daniel Martuscello of the Rusk, Wadlin, Heppner & Martuscello Law Firm; & Robert Schofield of Whiteman, Osterman, & Hanna, LLP

F. **Auditor:** Nugent & Haeussler, CPA

G. **Ulster County Library Association Representative:** Lindsay Jankovitz

H. **Newspaper:** *Southern Ulster Times*

I. **Establishment of Meeting Day & Time:** 1st Monday of the month at 7:00pm, unless this date falls on a holiday, then the meeting will be held on the second Monday at 7:00pm.

J. **Re-adoption of Policy Manual:** On file at the Library, available for review

K. **Re-adoption of Long-Range Plan of Service- Attached**

L. **Appointment of Records Management Officer:** Lindsay Jankovitz

M. **Record Retention Disposition Schedule:** Records Retention and Disposition Schedule ED-1.

N. **Library Staff List**

1. Lindsay Jankovitz
2. Lois Diorio
3. Tessa DeBella
4. Dorothy Dabro
5. Brooke Waite
6. Ashley Poulin
7. Sydney Corwin
8. Jonathan Garofalo
9. Diana Burke

O. **Library Substitute/Page List**

1. Ava Todisco
2. Emma Stoebling
3. Roland Lin
4. Elizabeth Ferrer-Alfonso
5. Angelina Lanzarone

P. **Key Roster & Access Code List-** Tabled until next board meeting, when keying of new doors is complete.

Q. **Verification of Time Capsule Location & Contents- Attached**

R. **Basic Facility Plan-** Tabled until next board meeting, when construction is complete.

S. **Notary**

1. Lindsay Jankovitz
2. Tessa DeBella
3. Jonathan Garofalo

T. **Passport Acceptance Agent**

1. Brooke Waite

XII. Appointment of Standing Committees

Board President, Kelli Kavanaugh, made the following standing committee appointments for 2026-2027:

A. **Finance:** Anita Jean McMonigle & Cheryl Werba
B. **Personnel:** Denise Garofalo

C. **Policy Manual:** Denise Garofalo
D. **Friends of the Library:** Cheryl Werba
E. **Building & Grounds:** Kelli Kavanaugh
F. **Technology:** Thea James & Denise Garofalo
G. **Planning:** Kelli Kavanaugh
H. **Liaison to UCLA:** Lindsay Jankovitz
I. **Nominating:** To be appointed in April 2026, if needed

XIII. Appointment of Service Providers

RESOLUTION 5-7-13-26
A motion was made by Denise Garofalo and seconded by Thea James to appoint the following service providers for 2026-2027:

VOICE VOTE: 5-0-0 ALL YES CARRIED

A. **Electrical:** Mid-Hudson Electrical
B. **Plumbing:** Ashley Mechanical & BT Plumbing
C. **Lawn Maintenance & Snow Removal Combination Contract:** Zambito Lawn Mowing & Maintenance
D. **Minor Repairs & Installations**
    1. D.J. Heating & Air Conditioning
    2. Safeco/Summit
E. **Trash Removal:** LaMela Sanitation

XIV. New Business

A. Signatories

RESOLUTION 6-7-13-26

A motion was made by Thea James and seconded by Cheryl Werba to remove Benjamin Kolansky as a signatory.

VOICE VOTE: 5-0-0 ALL YES CARRIED

RESOLUTION 7-7-13-26

A motion was made by Denise Garofalo and seconded by Cheryl Werba to approve the bank signatories for the 2026-2027 fiscal year as follows: Lindsay Jankovitz, Denise Garofalo, Catherine Cosman, and Anita Jean McMonigle, and to add Kelli Kavanaugh and Thea James.

VOICE VOTE: 5-0-0 ALL YES CARRIED

B. 2026-2027 Conflict of Interest & Whistleblower Forms

Board members received both the Conflict of Interest & Whistleblower policies.

XV. Motion to Adjourn

Board President, Kelli Kavanaugh, adjourned the meeting at 7:28 p.m.

Respectfully submitted,

Lindsay Jankovitz

Marlboro Free Library

Annual Reorganization Meeting Agenda

Monday, July 13, 2026 at 7:00pm

I. Call to Order

II. Pledge to the Flag

III. Visitor's Forum

IV. Approval of Agenda

V. Approval of Minutes- Reorganization Meeting- July 1, 2025

VI. Affirmation of Nominating Committee Report- Slate of Officers

VII. Oath of Office Administered to Incoming Board Members
- A. Denise Garofalo (5-year term)
- B. Thea James (5-year term)

VIII. Election of Officers & Board Members
- A. Election of President
- B. Oath of Office Administered to Incoming President
- C. Election of Vice-President
- D. Oath of Office Administered to Incoming Vice-President
- E. Election of Secretary
- F. Oath of Office Administered to Incoming Secretary
- G. Oath of Office Administered to Board Members

IX. Official Designations
- A. Appointment of Library Treasurer
- B. Oath of Office Administered to Incoming Library Treasurer
- C. Recording Secretary
- D. Bank- Key Bank

E. **Attorney- Daniel Martuscello of the Rusk, Wadlin, Heppner & Martuscello Law Firm & Robert Schofield of Whiteman, Osterman, & Hanna, LLP.**
F. **Auditor- Nugent & Haeussler, CPA**
G. **Ulster County Library Association Representative**
H. **Newspaper- Southern Ulster Times**
I. **Establishment of Meeting Day & Time**
J. **Re-adoption of Policy Manual –on file at the Library, available for review**
K. **Re-adoption of Long-Range Plan of Service –*EXHIBIT II***
L. **Appointment of Records Management Officer**
M. **Record Retention Disposition Schedule**
N. **Library Staff List**
    1. **Lindsay Jankovitz**
    2. **Lois Diorio**
    3. **Tessa DeBella**
    4. **Dorothy Dabro**
    5. **Brooke Waite**
    6. **Ashley Poulin**
    7. **Sydney Corwin**
    8. **Jonathan Garofalo**
    9. **Diana Burke**

O. **Library Substitute/Page List**
    1. **Ava Todisco**
    2. **Emma Stoebling**
    3. **Roland Lin**
    4. **Elizabeth Ferrer-Alfonso**

P. **Key Roster & Access Code List- *Tabled until next board meeting when construction is complete***
Q. **Verification of Time Capsule Location & Contents- *EXHIBIT IV***
R. **Basic Facility Plan- *Tabled until next board meeting when construction is complete***
S. **Notary**
    1. **Lindsay Jankovitz**
    2. **Tessa DeBella**
    3. **Jonathan Garofalo**

T. **Passport Acceptance Agent**
    1. **Brooke Waite**

X. **Appointment of Standing Committees**

A. Finance
B. Personnel
C. Policy Manual
D. Friends of the Library
E. Building & Grounds
F. Automation
G. Nominating
H. Planning
I. Liaison to UCLA

XI. Appointment of Service Providers
A. Electrical
1. Mid-Hudson Electric
B. Plumbing
1. Ashley Mechanical & B & T Plumbing
C. Lawn Maintenance & Snow Removal Combination Contract
1. Zambito Lawn Mowing & Maintenance
D. Minor Repairs & Installations
1. Safeco
2. DJ Heating
E. Trash Removal
1. LaMela Sanitation

XII. New Business
A. Signatories
B. 2026-2027 Conflict of Interest & Whistleblower Forms

XIII. Motion to Adjourn

Respectfully submitted,

Lindsay Jankovitz

Marlboro Free Library

Board Meeting Minutes- July 13, 2026
Regular Board Meeting Immediately follows Annual Reorganization Meeting
Meeting #7

Marlboro Free Library

I. **Call to Order:** Board President, Kelli Kavanaugh, called the meeting to order at 7:29 p.m.

II. **Pledge to the Flag:** Thea James led the Pledge to the Flag.

III. **Attendance:**
Kelli Kavanaugh, Denise Garofalo, Thea James, Cheryl Werba, Anita Jean McMonigle, Lois Diorio, and Library Director- Lindsay Jankovitz

IV. **Visitor's Forum**
None present.

V. **Approval of Minutes**
   a. **Board Meeting Minutes- June 1, 2026**

RESOLUTION 8-7-13-26
A motion was made by Denise Garofalo and seconded by Anita Jean McMonigle to approve the June 1, 2026 board meeting minutes.

VOICE VOTE: 5-0-0 ALL YES CARRIED

VI. **Report of Secretary**
No report.

VII. **Treasurer's Report**
   a. **May 2026**
   The board received and reviewed the May 2026 Treasurer's Report. The official report will be kept on file at the Library.

VIII. Director's Report (Jankovitz)

a. Director's Report

A copy of the Director's Report is attached to the meeting minutes.

RESOLUTION 9-7-13-26

A motion was made by Denise Garofalo and seconded by Cheryl Werba to approve the change order proposed by Mid-Hudson Electrical, as part of the Library's Renovation and Expansion project. The proposal includes adding three additional building mounted exterior lights, installing 18 new site lighting photocells, and replacing one existing site light head and LED driver currently not operational. Total work will cost $9,850.00.

VOICE VOTE: 5-0-0 ALL YES CARRIED

IX. Standing Committees

i. Finance (McMonigle & Werba)

a. Cash Disbursements- June 2026

RESOLUTION 10-7-13-26

A motion was made by Denise Garofalo and seconded by Thea James to approve the June 2026 Cash Disbursements.

VOICE VOTE: 5-0-0 ALL YES CARRIED

b. Budget Status Report (Monthly Profit & Loss Budget vs. Actual)

The board received and reviewed the Monthly Profit & Loss Budget vs. Actual Reports.

c. Line Item Transfers

RESOLUTION 11-7-13-26

A motion was made by Denise Garofalo and seconded by Anita Jean McMonigle to approve the attached line item transfers.

VOICE VOTE: 5-0-0 ALL YES CARRIED

d. **Library Audit- Confirmation Letters**
The Library's audit will occur on July 16th, 2026, and will be conducted by Nugent & Haeussler, CPA. Library Board Confirmation Letters were distributed to each board member, which are a requirement of the audit. Completed letters were placed in an envelope, sealed, and will be given to Nugent & Haeussler, CPA.

e. **Bank Transfer for Construction Project**

RESOLUTION 12-7-13-26
A motion was made by Denise Garofalo and seconded by Cheryl Werba to approve the attached bank transfer to cover expenses for the Library's Renovation and Expansion Project.

VOICE VOTE: 5-0-0 ALL YES CARRIED

ii. **Personnel (Garofalo)**
No report.

iii. **Policy Manual (Garofalo)**
No report.

iv. **Friends of the Library (Werba)**
The Friends of the Library are holding a library themed raffle. Drawing date is to be announced.

v. **Building & Grounds (Kavanaugh)**

a. **Side Lot Dead Tree Removal & 1259 Rt 9W Driveway Fill**

RESOLUTION 13-7-13-26
A motion was made by Denise Garofalo and seconded by Thea James to proceed with removing three dead trees in the Library's side lot, and to fill in the old driveway on the 1259 Rt. 9W property. Work will be done by Zambito & Son Landscaping. Quote is attached to the meeting minutes.

VOICE VOTE: 5-0-0 ALL YES CARRIED

b. **Signage Quotes**
The board reviewed the two quotes received for Library signage.

RESOLUTION 14-7-13-26
A motion was made by Denise Garofalo and seconded by Anita Jean McMonigle to approve the quote from FastSigns for Library signage.

VOICE VOTE: 5-0-0 ALL YES CARRIED

c. **Railings for New Retaining Wall Discussion**
The Director received a quote for the installation of a railing along the new retaining wall. The Board discussed whether to move forward with the addition of the railing and agreed to table the discussion until the August Board Meeting to allow time to gather additional information. The retaining wall currently meets code requirements.

vi. **Liaison to the Ulster Co. Library Association (Jankovitz)**
The Director shared with the Board that UCLA is seeking county funding for the Dolly Parton Imagination Library.

vii. **Technology (Garofalo)**

a. **Public Computers**
The Library's public computers are over nine years old and cannot be upgraded to Windows 11. Some computers are starting to have hardware issues and are not running properly after attempting the upgrade.

RESOLUTION 15-7-13-26
A motion was made by Denise Garofalo and seconded by Thea James to approve the purchase of eight new computers for the Library.

VOICE VOTE: 5-0-0 ALL YES CARRIED

viii. **Planning (Kavanaugh)**
No report.

X. Old Business

a. Bylaws Review

RESOLUTION 16-7-13-26
A motion was made by Denise Garofalo and seconded by Anita Jean McMonigle to approve the revisions to the Library's bylaws. A second reading will occur at the August Board Meeting.

VOICE VOTE: 5-0-0 ALL YES CARRIED

XI. New Business

a. Contractor Invoices

RESOLUTION 17-7-13-26
A motion was made by Denise Garofalo and seconded by Thea James to approve the construction invoices from DJ Heating & Air Conditioning, Barone Construction Group, and Mid-Hudson Electrical and for the Library to issue payment.

VOICE VOTE: 5-0-0 ALL YES CARRIED

b. Construction Updates

Construction updates were discussed under the Director's Report.

c. Change Orders

Change orders were discussed under the Director's Report.

d. MHLS Direct Access Plan

RESOLUTION 18-7-13-26

A motion was made by Denise Garofalo and seconded by Anita Jean McMonigle to approve Mid-Hudson Library System's Direct Access Plan.

VOICE VOTE: 5-0-0 ALL YES CARRIED

e. **Ribbon Cutting Discussion**
The Board discussed having their Ribbon Cutting Ceremony for the Library's Renovation and Expansion project at the end of September. The Board will further discuss this at the August Board Meeting.

XII. Next Board Meeting Date- Monday, August 3, 2026 at 7:00pm

XIII. Motion to Adjourn
Board President, Kelli Kavanaugh, adjourned the meeting at 8:19 p.m.

Respectfully submitted,
Lindsay Jankovitz

Marlboro Free Library

Board Meeting Agenda –July 13, 2026

Immediately following the Library's Reorganization Meeting at 7:00pm

Meeting #7

Marlboro ree Library

I. **Call to Order**

II. **Pledge to the Flag**

III. **Visitor's Forum**

IV. **Approval of Minutes**
   a. **Board Meeting Minutes- June 1, 2026**

V. **Report of Secretary**

VI. **Treasurer's Report**
   a. **May 2026**

VII. **Director's Report (Jankovitz)**
   a. **Director's Report**

VIII. **Standing Committees**

   i. **Finance (McMonigle & Kolansky)**
      a. **Cash Disbursements- June 2026**
      b. **Budget Status Report (Monthly Profit & Loss Budget vs. Actual)**
      c. **Line Item Transfers**
      d. **Library Audit- Confirmation Letters**
      e. **Bank Transfer for Construction Project**

   ii. **Personnel (Garofalo)**

iii. **Policy Manual (Garofalo)**

iv. **Friends of the Library (Werba)**

v. **Building & Grounds (Kavanaugh)**

a. **Side Lot Dead Tree Removal & 1259 Rt 9W Driveway Fill**
b. **Signage Quote**
c. **Railings for New Retaining Wall Discussion**

vi. **Liaison to the Ulster Co. Library Association (Jankovitz)**

vii. **Technology (Garofalo)**

a. **Public Computers**

viii. **Planning (Kavanaugh)**

IX. **Old Business**

a. **Bylaws Review**

X. **New Business**

a. **Construction Updates**
b. **Construction Invoices**
c. **Change Orders**
d. **MHLS Direct Access Plan**
e. **Ribbon Cutting Discussion**

XI. **Next Board Meeting Date- Monday, August 3 at 7:00pm**

XII. **Motion to Adjourn**

Respectfully submitted,
Lindsay Jankovitz

Director's Report- August 2026

Construction Updates

Construction continues to move toward completion as contractors finalize the remaining project items.

- **Acoustic Paneling & Stair Railings:** Installation of the remaining acoustic panels and stair railings is still pending. Several vendors are experiencing significant shipping delays.
- **Signage:** Final signage proofs are currently being reviewed. Once approved, production is expected to take approximately 4–8 weeks.
- **Children's Area Lighting:** As daylight hours become shorter, we have started to notice that children's area is dim during evening hours. The director met with the electrical contractor and lighting representative to review cost-effective solutions to improve lighting in the space. Depending on what they come back with, we may have to call a special board meeting before our September 14 board meeting.
- **HVAC:** We continue working with our contractors to fine-tune the HVAC system. Two units are not working properly. The manufacturer has been onsite to implement different fixes and will be back onsite sometime this week to continue work.
- **Telephone System:** The final phase of the telephone system installation is scheduled for completion on August 11.
- **Security System:** Installation of the new security system has been completed.
- **Pine Tree Removal:** Due to equipment repairs, Tree Fellows was unable to complete the scheduled tree removal. The work has been rescheduled for Saturday, August 15.
- **Furniture Repairs:** Items that needed repairs from the furniture punch list have started to ship. The furniture rep plans to be onsite sometime next week to begin the repairs.
- **Hours of Operation:** The library is still awaiting the arrival of a few items, along with completion of the final engineering review. Once the architect issues the final punch list to the contractors, they will return onsite to complete the work. Based on the current project schedule, morning hours are expected to remain suspended through Monday, September 7, with regular morning hours resuming on Tuesday, September 8. Should work be completed ahead of schedule, staff are prepared to restore morning hours sooner.
- **MHLS Storage:** All library materials that were temporarily stored at MHLS have been returned to the library.

Ulster County Library Association Annual Dinner

The Ulster County Library Association (UCLA) Annual Dinner will be held on Tuesday, September 8, at the Kingston Nord. Trustees who are interested in attending are asked to let the director know.

Trustee Continuing Education

This is a reminder that all library trustees are required to complete two hours of library-related continuing education by December 31, 2026. Please reach out if you need assistance accessing available training opportunities.

Audit

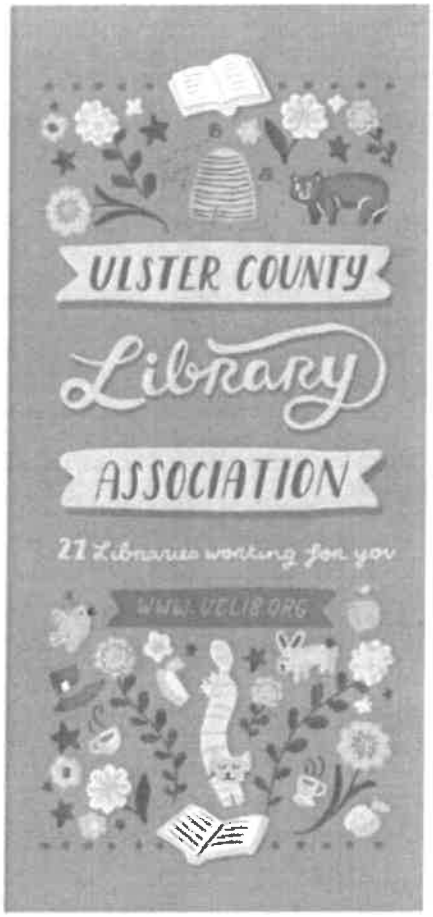
The Library's annual audit was completed on July 16, 2026. We are currently awaiting the final audit report.

Facility Report

Work continues on the updated Facility Report. The architect has been away for the past two weeks, which has delayed completion. The finalized report is expected to be presented at the September Board meeting.

Insurance

The director continues to work closely with our insurance agent to review the Library's coverage following the renovation project. This includes verifying replacement values and ensuring the Library has appropriate coverage for all building improvements and new equipment.



You're invited!

UCLA Annual Dinner

Tuesday, September 8 at 6pm

Kingston Nord

63 N. Front Street, Kingston

Buffet-style dinner * Drinks a la carte * $50 per person
Checks can be made out to the
Ulster County Library Association

RSVP with your library name, guest list, and any dietary restrictions to Gisi Vella at pihlibrary@gmail.com
by **Friday, August 28**

Budget Year 2026-2027
JULY 2026

Check Listing
Cash Disbursements
All Funds

Marlboro Free Library
CHECK LISTING - ALL FUNDS
July 2026

	Account	Date	Num	Name	Memo	Amount
Jul 26	**General Fund**					
	L200 · GENERAL FUND/KEY BANK ACCT	07/15/2026	11707	FASTSIGNS	SIGNS FOR GLASS AND BUILDING / 50% DEPOSIT 1ST PAYMENT	-3,523.97
	L200 · GENERAL FUND/KEY BANK ACCT	07/22/2026	11708	ASHCRAFT'S LOCK AND DOOR HARDWARE	MFL - KEY NEW BUILDING DOORS	-2,133.19
	L200 · GENERAL FUND/KEY BANK ACCT	07/22/2026	11709	CATHERINE COSMAN	3Q2026 TREASURER STIPEND 2026-2027 BUDGET YEAR	-250.00
	L200 · GENERAL FUND/KEY BANK ACCT	07/22/2026	11710	CENTRAL HUDSON	MFL- 1251 RT 9W 6/10/2026-7/13/2026	-1,856.16
	L200 · GENERAL FUND/KEY BANK ACCT	07/22/2026	11711	CHARTER COMMUNICATIONS	INTERNET SERVICES 7/1-7/31/2026	-169.98
	L200 · GENERAL FUND/KEY BANK ACCT	07/22/2026	11712	FIRST-CITIZENS BANK & TRUST CO	BIZHUB C3351I FAX MACHINE LEASE	-124.00
	L200 · GENERAL FUND/KEY BANK ACCT	07/22/2026	11713	KEY BANK MASTERCARD	KEY MC EXPENSES 7/1-7/9/2026	-980.20
	L200 · GENERAL FUND/KEY BANK ACCT	07/22/2026	11714	LEAF	BIZHUB C250I PUBLIC PRINTER	-205.22
	L200 · GENERAL FUND/KEY BANK ACCT	07/22/2026	11715	LEAF	2 KONICA C250i COPIER LEASE	-696.31
	L200 · GENERAL FUND/KEY BANK ACCT	07/22/2026	11716	MCSD PAYROLL ACCOUNT	PAYROLL OF 7/2/2026	-4,656.94
	L200 · GENERAL FUND/KEY BANK ACCT	07/22/2026	11717	MCSD PAYROLL ACCOUNT	PAYROLL OF 7/17/2026	-14,651.26
	L200 · GENERAL FUND/KEY BANK ACCT	07/22/2026	11718	MID-HUDSON LIBRARY SYSTEM	SAM PC MANAGER / SIGN IN / TERMINAL MAINT	-437.50
	L200 · GENERAL FUND/KEY BANK ACCT	07/22/2026	11719	MID-HUDSON LIBRARY SYSTEM	3Q2026 ASSESSMENT	-2,886.89
	L200 · GENERAL FUND/KEY BANK ACCT	07/22/2026	11720	MOHONK PRESERVE, INC.	CHILDRENS PROGRAM - HANDS-ON ARCHAEOLOGY 8/5/2026	-150.00
	L200 · GENERAL FUND/KEY BANK ACCT	07/22/2026	11721	NUTTY SCIENTISTS HUDSON VALLEY	CHILDRENS PROGRAM -7/30/2026 BACK TO DINO WORLD SHOW	-375.00
	L200 · GENERAL FUND/KEY BANK ACCT	07/22/2026	11722	SHINE CLEANING LLC	R&M - LIBRARY CLEANING JULY 1-17, 2026	-1,350.00
	L200 · GENERAL FUND/KEY BANK ACCT	07/22/2026	11723	SOUTHEASTERN NY LIBRARY RESOURCES COUNCIL	DUES & HOSTING FEES 7/26-6/27	-1,300.00
	L200 · GENERAL FUND/KEY BANK ACCT	07/22/2026	11724	SUMMIT FIRE & SECURITY, LLC	6 MOS ALARM MONITORING 7/1-12/31/2026	-96.00
	L200 · GENERAL FUND/KEY BANK ACCT	07/22/2026	11725	TESSA DeBELLA	MILEAGE REIMB & PROGRAM - NEW WINDSOR CANTONMENT	-67.40
	L200 · GENERAL FUND/KEY BANK ACCT	07/22/2026	11726	ULSTER COUNTY LIBRARY ASSN.	MEMBERSHIPS DUES 2026/ 1 YR UCLA	-175.00
	L200 · GENERAL FUND/KEY BANK ACCT	07/22/2026	11727	UTICA NATIONAL INSURANCE GROUP	MFL INSURANCE CURRENT BALANCE DUE	-6,579.70
	L200 · GENERAL FUND/KEY BANK ACCT	07/22/2026	11728	VERIZON	TELEPHONE SERVICE JULY 2026	-208.21
	L200 · GENERAL FUND/KEY BANK ACCT	07/22/2026	11729	WHITEMAN OSTERMAN & HANNA LLP	RETAINER-3Q2026 - JULY 1 - SEPT 30, 2026	-500.00
	L200 · GENERAL FUND/KEY BANK ACCT	07/22/2026	11730	WILD & BRIGHT LLC	CHILDRENS PROGRAM - 7/8/2026 REPTILE PROGRAM 1 HR	-350.00
						-43,724.93
Jul 26	**Building Fund**					
	H200 · BUILDING FUND/KEY BANK ACCT	07/13/2026	202	BARONE CONSTRUCTION GROUP, INC.	BF- CONSTRUCTION INVOICE #10	-137,683.97
	H200 · BUILDING FUND/KEY BANK ACCT	07/13/2026	203	DJ HEATING & AIR CONDITIONING INC	BF - CONSTRUCTION INVOICE #11	-15,912.50
	H200 · BUILDING FUND/KEY BANK ACCT	07/13/2026	204	MID-HUDSON ELECTRICAL CONTRACTING	BF - CONSTRUCTION INVOICE #9	-40,857.73
	H200 · BUILDING FUND/KEY BANK ACCT	07/22/2026	205	ACCENT COMMERCIAL FURNITURE INC.	BF EXP - MFL FURNITURE- DIRECTOR	-1,419.12
	H200 · BUILDING FUND/KEY BANK ACCT	07/22/2026	206	ARCADIA CHAIR COMPANY	BF EXP - MFL FURNITURE - ADULT & CHILDRENS	-27,425.56
	H200 · BUILDING FUND/KEY BANK ACCT	07/22/2026	207	BUTLER ROWLAND MAYS ARCHITECTS, LLP	BF EXP- ARCHITECT FEES - INV #17	-4,712.55
	H200 · BUILDING FUND/KEY BANK ACCT	07/22/2026	208	SUMMIT FIRE & SECURITY, LLC	BF EXP - SECURITY SYSTEM UPDATE	-1,457.44
	H200 · BUILDING FUND/KEY BANK ACCT	07/22/2026	209	VS AMERICA	BF EXP - MFL FURNITURE PROGRAM ROOM, TEEN ROOM	-8,220.35
						-237,689.22

Marlboro Free Library
Profit & Loss Budget vs. Actual
July 2026

	Jul 26	Budget	$ Over Budget
Ordinary Income/Expense			
Income			
L4100 · REAL PROPERTY TAXES			
L1001 · REAL PROPERTY TAXES	0.00	997,294.00	-997,294.00
L2771 · PILOTS(Payments in Lieu of Tax)	0.00	6,000.00	-6,000.00
Total L4100 · REAL PROPERTY TAXES	0.00	1,003,294.00	-1,003,294.00
L4120 · CHARGES FOR SERVICES			
L2082LC · LCF LATE CHARGES/FINES	10.00	286.00	-276.00
L2082NR · NR NON-RESIDENT FEES	0.00	150.00	-150.00
L2082PA · PASS PASSPORT CHARGES	210.00	13,000.00	-12,790.00
Total L4120 · CHARGES FOR SERVICES	220.00	13,436.00	-13,216.00
L4130 · USE OF MONEY & PROPERTY			
L2401 · INTUSA KEY USA/DIRECT INTEREST	0.00	740.00	-740.00
Total L4130 · USE OF MONEY & PROPERTY	0.00	740.00	-740.00
L4140 · SALES OF PROP & COMP FOR LOSS			
L2650 · SEMAT SALES OF EXCESS MATERIAL	0.00	1,500.00	-1,500.00
L2665 · SEEQUIP SALE OF EXCESS EQUIPMEN	0.00	385.00	-385.00
L2670S · SAM SAM USE	91.40	2,500.00	-2,408.60
L2690LC · LOST LIBRARY CARDS	5.00	120.00	-115.00
L2690LI · LOST ITEMS	46.04	500.00	-453.96
Total L4140 · SALES OF PROP & COMP FOR LOSS	142.44	5,005.00	-4,862.56
L4150 · GIFTS & DONATIONS			
L2705 · GFDON MISC GEN FUND DONATIONS	21.75	500.00	-478.25
Total L4150 · GIFTS & DONATIONS	21.75	500.00	-478.25
L4160 · MISCELLANEOUS REVENUE			
L2701 · REFUND PRIOR YR EXPENSES	0.00	10,000.00	-10,000.00
L2770B · SCAN REVENUE	21.20	500.00	-478.80
L2770BS · BOOK SALES REVENUE	0.00	1,200.00	-1,200.00
L2770C · COPY REVENUE	59.90	1,985.00	-1,925.10
L2770CD · COMPUTER SUPPLY REVENUE	0.00	332.00	-332.00
L2770F · FAX REVENUE	58.00	3,000.00	-2,942.00
L2770PP · PAY PHONE REVENUE/COSTUME CHG	0.00	50.00	-50.00
L2770RM · REMISC MISC REIMBURSEMENTS	0.00	500.00	-500.00
Total L4160 · MISCELLANEOUS REVENUE	139.10	17,567.00	-17,427.90
L4190 · COUNTY SOURCES			
L4049 · LOCAL LIBRARY SERVICES AID	0.00	3,000.00	-3,000.00
Total L4190 · COUNTY SOURCES	0.00	3,000.00	-3,000.00
Total Income	523.29	1,043,542.00	-1,043,018.71
Gross Profit	523.29	1,043,542.00	-1,043,018.71
Expense			
L5000 · GENERAL FUND INTERFUND TRANSFER			
L7410gj · 720FCR CAPITAL RESERVE	0.00	3,000.00	-3,000.00
Total L5000 · GENERAL FUND INTERFUND TRANSFER	0.00	3,000.00	-3,000.00
L5100 · PERSONNEL			
L7410.1 · SALARIES	17,937.92	480,533.00	-462,595.08
Total L5100 · PERSONNEL	17,937.92	480,533.00	-462,595.08
L5110 · EQUIPMENT			
L7410.2 · L7410.203B EQUIPMENT	0.00	2,400.00	-2,400.00
Total L5110 · EQUIPMENT	0.00	2,400.00	-2,400.00
L5120 · BOOKS			
L7410aa · 206 CD ROM PROD & ON-LINE SERV	0.00	8,500.00	-8,500.00
L7410ab · 410BA ADULT TITILES	0.00	19,000.00	-19,000.00
L7410ac · 410BJ JUVENILE TITLES	0.00	6,965.00	-6,965.00
L7410ad · 410BLH LOCAL HISTORY TITLES	0.00	500.00	-500.00
L7410ae · 410BR REFERENCE TITLES	0.00	500.00	-500.00
Total L5120 · BOOKS	0.00	35,465.00	-35,465.00
L5130 · AUDIO-VISUAL MATERIAL			
L7410ba · 411VT VIDEOTAPES/DVD	0.00	1,000.00	-1,000.00
L7410bb · 412CS COMPUTER SOFTWARE	0.00	6,440.00	-6,440.00
Total L5130 · AUDIO-VISUAL MATERIAL	0.00	7,440.00	-7,440.00

Marlboro Free Library
Profit & Loss Budget vs. Actual
July 2026

	Jul 26	Budget	$ Over Budget
L5140 · AUDIO BOOKS & BOOK BINDING			
L7410cb · 414 AUDIO BOOKS	0.00	10,183.00	-10,183.00
Total L5140 · AUDIO BOOKS & BOOK BINDING	0.00	10,183.00	-10,183.00
L5150 · PERIODCALS & MICROFORM			
L7410da · 413A MICROFORM/FICHE;CD ROM	0.00	2,000.00	-2,000.00
L7410db · 413B PERIODICALS	0.00	3,000.00	-3,000.00
L7410dc · 413D NEWSPAPERS	0.00	1,000.00	-1,000.00
Total L5150 · PERIODCALS & MICROFORM	0.00	6,000.00	-6,000.00
L5160 · SUPPLIES,SERVICES,ARTS&CRAFTS			
L7410ea · 430AC ARTS & CRAFTS SUPPLIES	145.28	3,000.00	-2,854.72
L7410eb · 430C COPY SUPPLIES/SERVICE	94.53	13,000.00	-12,905.47
L7410ec · 430M OFFICE SUPPLIES	43.54	5,560.00	-5,516.46
L7410ed · 430SS SPECIAL SERVICES	250.00	11,805.00	-11,555.00
Total L5160 · SUPPLIES,SERVICES,ARTS&CRAFTS	533.35	33,365.00	-32,831.65
L5170 · MISCELLANEOUS EXPENSE			
L7410fa · 431 TELEPHONE	208.21	5,000.00	-4,791.79
L7410fb · 433 POSTAGE	0.00	4,800.00	-4,800.00
L7410fc · 434 PUBLICITY & PRINTING	0.00	3,335.00	-3,335.00
L7410fd · 435 TRAVEL	17.40	1,500.00	-1,482.60
L7410fe · 437 GUEST SPEAKERS	1,000.00	4,500.00	-3,500.00
L7410ff · 438 MEMBERSHIPS	1,475.00	3,500.00	-2,025.00
Total L5170 · MISCELLANEOUS EXPENSE	2,700.61	22,635.00	-19,934.39
L5180 · OPERATION & MAINT OF BUILDING			
L7410ga · 439 REPAIRS & MAINTENANCE	5,342.63	50,000.00	-44,657.37
L7410gb · 450 FUEL & UTILITIES	2,026.14	20,358.00	-18,331.86
L7410gc · 451 CUSTODIAL SUPPLIES	144.14	3,378.00	-3,233.86
L7410gd · 452 REPAIRS TO BUILDING	5,657.16	13,000.00	-7,342.84
L7410gf · 454 INSURANCE	6,579.70	12,000.00	-5,420.30
L7410gg · 720F REPAIR/RESERVE	0.00	6,571.00	-6,571.00
L7410gh · 900C CONFERENCE	0.00	3,500.00	-3,500.00
L7410gl · 900L LEGAL FEES	500.00	2,000.00	-1,500.00
Total L5180 · OPERATION & MAINT OF BUILDING	20,249.77	110,807.00	-90,557.23
L5190 · EMPLOYEE BENEFITS			
L9010.0 · N.Y.S. RETIREMENT	0.00	79,288.00	-79,288.00
L9030.8 · SOCIAL SECURITY	1,372.28	36,761.00	-35,388.72
L9040.8 · WORKERS COMPENSATION INSURANCE	0.00	3,165.00	-3,165.00
L9050.8 · UNEMPLOYMENT INSURANCE	0.00	500.00	-500.00
L9060.8 · HEALTH/DENTAL INSURANCE	0.00	212,000.00	-212,000.00
Total L5190 · EMPLOYEE BENEFITS	1,372.28	331,714.00	-330,341.72
L5200 · DEBT SERVICES			
L9788.6 · LEASE PRINCIPLE	848.60	0.00	848.60
L9788.7 · LEASE INTEREST	82.40	0.00	82.40
Total L5200 · DEBT SERVICES	931.00	0.00	931.00
Total Expense	43,724.93	1,043,542.00	-999,817.07
Net Ordinary Income	-43,201.64	0.00	-43,201.64
Net Income	-43,201.64	0.00	-43,201.64

BY-LAWS OF THE MARLBORO FREE LIBRARY

Article I – NAME – PLACE – OBJECT

A. The official name of the library shall be ~~the Marlboro Central School District Public Library. It shall generally be known as~~ the Marlboro Free Library. It shall be operated as a school district public library chartered to serve the Marlboro Central School District under the provisions ~~in~~of the Absolute Charter (#15091) granted by the Regents of the University of the State of New York on September 26, 1975, and exercise the powers and authority and assume the responsibilities delegated to it under said Charter.

A.

B. It shall be located in the village of Marlboro in the Marlboro Central School District, County of Ulster, State of New York.

B.

C. Its object shall be to provide complete library services for public use.

Article II – THE BOARD OF TRUSTEES

A. ~~The Board shall consist of The number of Trustees shall be~~ five (5) Trustees elected or appointed in accordance with law and these By-Laws.

B. ~~Except as otherwise provided by these By-Laws,~~ Trustees shall be elected by the qualified voters of the Marlboro Central School District annually in the rotation of the terms of service.

C. ~~Except as otherwise provided by these By-Laws, a Trustee's~~The term of office ~~of each trustee~~ shall be for five (5) years, ~~the year beginning July 1st and ending June 30th, and shall be limited to two consecutive full terms or ten consecutive years.~~ Elected trustees shall assume their duties on July 1st next following their election and qualification, or as soon thereafter as they may be able to take their oath of office and shall serve until June 30th of the last year of their term.

C.

D. Candidates eligible to run for election to the Board of Trustees shall file ~~a candidate nominating~~ petition with the District Clerk of the Marlboro Central School District ~~a petition signed by at least twenty-five (25) qualified voters of the District,~~ in accordance with the New York Education Law.

D.

E. Vacancies which occur for reasons other than expiration of term (i.e., death, incapacity, resignation, removal, etc.) may be ~~appointed to~~ filled by appointment ~~the vacancy filled~~ by the affirmative vote of the majority of the remaining Trustees~~Board appointment, or left vacant~~

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~~until the next annual meeting election~~ A person so appointed by the Board in this manner shall assume their duties at the close of the meeting at which they are appointed ~~by the Board~~ and shall serve until a successor is duly elected and qualified. Trustees elected to fill a vacancy caused by the resignation, death, or removal of a Trustee shall serve the balance of the term of the Trustee who they have been elected to replace. Any such person elected to fill a vacancy on the Board shall take office ~~following~~upon their election and qualification, or as soon thereafter as they may be able to take the oath of office.

~~F.~~ At any election where more than one (1) Trustee vacancy is being filled, and where one (1) or more persons are to be elected for a full term or terms and one (1) or more persons are to be elected for the unexpired portion of a term of terms, the candidate receiving the ~~next~~ highest number of votes shall be entitled, in decreasing order of the respective number of votes, to the several vacancies, in decreasing order of the length of such terms or unexpired portions of terms.

~~E.~~ ~~Following Marlboro Central School District requirements~~In accordance with the Education Law, Board candidates must meet the following qualifications:

1) A citizen of the United States;
2) Eighteen (18) years of age or older;
~~3) Able to read and write;~~
~~4)~~3) A legal resident of the District for a continuous and uninterrupted period of at least one (1) year prior to the election;
~~5)~~4) Cannot be an employee of the Marlboro Free Library;
~~6)~~5) Only one (1) member of a household can serve on the Marlboro Free Library Board at the same time; and
~~7)~~6) May not simultaneously hold another, incompatible public office
~~Must not have been removed from a library district office within one (1) year preceding the date of appointment or election to the Board.~~

~~BOARD APPOINTMENT PROCEDURES~~Board Appointment Procedure for Vacancies

~~1) Any candidate who ran in the most recent Board election, and was not elected will be interviewed if a vacancy occurs during the year.~~
~~2) The Board will place a notice in the official newspapers stating that a vacancy exists.~~
~~3) A brief resume will be requested and a statement clarifying the candidate's reasons for seeking an appointment.~~

~~I.~~ J. Any Trustee who ~~shall fail to attend~~ is absent from three (3) consecutive ~~regular Board~~ meetings and/or four (4) meetings of the total number of meetings held by the Board in any given year, ~~of the Board~~ shall be deemed to have resigned as a Trustee unless reasonable cause is shown and accepted by the Board. ~~Such vacancy shall be filled by the Board of Trustees at the next regular meeting.~~

~~J.~~ Any Trustee may resign at any time by submitting a resignation in writing to the President or Secretary of the Board. Such resignation shall be effective upon receipt unless another date, not more than thirty (30) days in the future, is specified therein.

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The powers and duties of the Trustee shall be consistent with those prescribed in the New York State Education Law, the Library's charter, and By-Laws including but not limited to:

1) To oversee the general management of the Library and its property.
2) Know the program and needs of the Library in relation to the community; keep abreast of standards and library trends; plan and carry out the Library program.
3) Provide suitable rooms, furniture and equipment.
4) Determine the purposes of the Library, and secure adequate funds to carry on the Library's program.
5) Prepare and adopt and submit an annual budget to the qualified voters of the Marlboro Central School District at the Annual Meeting.
6) Determine and adopt written polices to govern the operation and program of the Library.
7) Appoint and fix the salary of a competent Library Director, and other Library personnel and custodial staff.
8) Set the date and place for the election of Library Trustees.
9) Establish, support and participate in a planned public relations program.
10) ~~Make~~ Establish by-laws.
11) Appoint needed committees.
~~9~~)12) Represent the Library ~~when needed.~~
13) Have other powers and duties as prescribed for Trustees of public libraries by State Law, School District Ordinances, and by the Mid-Hudson Library System.
14) Attend all Board Meetings and see that accurate records are kept on file at the Library.
15) Know local and state laws; actively support library legislation in the state and nation.
16) Establish among the Library policies those dealing with book and material selection.
17) Attend regional, state and national trustee meetings and workshops, and affiliate with the appropriate professional organizations.
18) Be aware of the services of the New York State Library.
~~2~~)19) Report regularly to the general public and file System, State and Federal Reports as requested.

Article III – OFFICERS

A. The officers of the Board shall be a President, a Vice-President and a Secretary.

B. The President, Vice-President, and Secretary shall be elected by majority vote of the Trustees at the annual July Reorganization Meeting.

C. The term of office of the President, Vice President and Secretary shall be for one (1) year and not more than three (3) consecutive years in each case.

D. Any officer may resign from their office at any time by submitting a resignation in writing or to the President. Such resignation shall be effective upon receipt, unless another date is specified therein. The resignation by a Trustee from an office of the Board shall not be construed as a resignation of the Trustee as Trustee, unless otherwise specified therein.

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~~In the absence of the President and Vice President from a meeting of the Board, those Trustees present shall elect a President, pro tempore, to preside at that meeting.~~

E.

1. It shall be the duty of the President to:
   1) Preside over all meetings ~~of the Board of Trustees and serve as the officer Spokesperson for the Board.~~
   2) See that the officers and members of committees perform their duties.
   3) Appoint all committees.
   4) Execute all official correspondence of the Board.
   5) Be an ex-officio voting member of all committees.
   6) Present a report of conditions at the Annual Meeting to the voters of the District with a review of work done and recommendations for the future.
   7) Call Special Meetings as required.
   8) See that the Library is represented at meetings when needed.
   9) Conduct the Library Director's annual performance evaluation.
   10) Meet regularly with the Library Director.
   11) Execute all documents authorized by the Board.
   12) ~~Perform any other duties required by law or typically associated with the office of President under the New York Education Law.~~

~~F.~~G. It shall be the duty of the Vice President to:
   1) Assist the President.
   2) Assume and perform the duties of the President in the event of the absence or disability of the President.
   3) ~~Perform any additional responsibilities as requested by the President or the Board.~~

~~G.~~

H. It shall be the duty of the Secretary to:
   1) Keep the minutes of Board Meetings in the absence of the Recording Secretary.
   2) Notify the members of the Board of Special Meeting Dates.
   ~~3~~3) Execute all personal correspondence of the Board.

Article IV – FINANCIAL MANAGEMENT

A. The fiscal year shall be from July 1st to June 30th inclusive.

B. The accounting and disbursing of the general operating fund, distinct and apart from the capital funds, shall be administered by the ~~School District Public Library~~ Treasurer of the Library, who is annually appointed by the Board of Trustees at the July Reorganization Meeting.

C. It shall be the duty of the accountant and disburser to:
   1) Receive and keep account of all general funds.
   2) Pay all bills approved by the Board.

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1) Report receipts, expenditures and balances at each monthly Board Meeting.
2) Submit a yearly report to the voters at the Annual School District Library Meeting.
~~1)~~5) Furnish any financial information as requested by the Board for any Federal, State or other agency.

Article V – LIBRARY DIRECTOR

A. The Board shall appoint a qualified Library Director who shall be the executive and administrative officer of the Library on behalf of the Board and under its review and direction. The Library Director works directly with the Board and its committees through the Board President.

~~B.~~ The duties of the Library Director shall be to:

1) Carry out the policies of the Library as adopted by the Board.
2) Act as a technical advisor to the Board; recommend needed polices for Board action.
3) Recommend employment of all personnel and supervise their work.
4) Suggest and carry out plans for extending Library service.
5) Prepare regular reports embodying the Library's current progress and future needs.
6) Cooperate with the Board to plan and carry out the Library program.
7) Prepare an annual budget for the Library in consultation with the Board and give a current report of expenditures against the budget at each meeting.
8) Select and order all books and other Library materials.
9) Maintain an active program of public relations.
10) Attend all Board Meetings including Executive Sessions other than those in which the Director's own salary or tenure is under discussion.
11) Know local and state laws and actively support library legislation in the state and the nation.
12) Affiliate with the state and national professional organizations and attend professional meetings and workshops.
13) Make use of the services and consultants of the Mid-Hudson Library System.
14) Report regularly to the Library Board and the general public.
~~1)~~ Perform other duties as detailed in the Job Description for Library Director.
15)

Article VI – MEETINGS

A. Regular meetings shall be held in the Library at 7:00 p.m. on the first Monday of each month, unless this date falls on a holiday, then the meeting will be held on the second Monday at 7:00 p.m.

~~B.~~

C. The Annual Reorganization Meeting of the Board of Trustees shall be the next regular meeting after July 1st in each calendar year. ~~must be held on the first Tuesday in July, according to State Law, unless it is a legal holiday, in which case the meeting will be held on the first Wednesday in July. The Board may, however, by resolution,~~

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~~determine that the meeting be held at any time during the first fifteen (15) days of July.~~

~~D.b~~

~~E.~~

C. Special Meetings may be called at the request of the President, Vice-President, or ~~upon~~ at the written request of three (3) or more members of the Board. ~~Such meetings shall be held as soon as practicable after notice is given to all Board members in accordance with Section (D) of this Article and the New York Public Officers Law.~~

~~D. Meeting notices shall comply with the open meetings provisions of the New York Public Officers Law.~~

E. A majority of the full Board is necessary for a quorum. ~~Three (3) trustees present and voting, shall constitute a quorum for the purpose of transacting business at all meetings of the Board. A majority is three (3) members. In the absence of a quorum, the chair of the meeting shall adjourn the meeting to another time. Notice of such adjournment shall be given to all Trustees not in attendance at the adjourned meeting.~~

~~F. Attendance of a Trustee, as applicable, at any meeting shall constitute a waiver of notice of such meeting except when a Trustee member attends for the express purpose of objecting to the transaction of any business on the basis that the meeting is not lawfully convened. A Trustee may also waive notice of any meeting in a writing delivered to the Secretary of the Board at or before such meeting.~~

~~F.~~G. ~~Except where otherwise specified or required by law, no action of the Board shall become effective unless three (3) or more Trustees shall affirmatively vote in favor of it. Voting by proxy shall not be permitted.~~

~~G.~~ The Marlboro Free Library Board of Trustees authorizes remote attendance at Board Meetings under extraordinary circumstances, as per Chapter 56 of the New York State Laws of 2022, where extraordinary circumstances include disability, illness, caregiving responsibilities, or any other significant or unexpected factor or event which precludes the Board Member's or Library Director/representative's physical attendance at such meeting.

~~H.~~

~~Amended on 3/4/2024~~

Article VII – COMMITTEES

A. Standing Committees of the Board shall be:

1) Finance
2) Personnel
3) Policy Manual
4) Friends of the Library
5) Building & Grounds

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6) Automation
7) Planning
8) Nominating

The President may appoint such other committees as the business of the Board may require from time to time. Each committee shall consist of no more than two ~~(2) trustees Board Members~~ and may include non-Board members. Committee chairpersons shall be appointed by the President at the Annual Reorganization Meeting, with the exception of the Nominating Committee Chairperson, who will be appointed prior to the regular June meeting.

B. It shall be the duty of the Finance Committee to:

1) Have general supervision over the financial affairs of the Library and make policy recommendations to the Board concerning investment of funds received.
2) Have supervision over the Capital Fund as well as Special Fund Accounts of the Library.
3) Act as signatory for all transactions related to the Capital Fund and Special Accounts of the Library.
4) Review annual budget with the Library Director.
5) Assure that a comprehensive and current inventory of the fixed assets of the Library is maintained.
6) Present a financial report each month to the Board.
7) Assure that a rotation of individual Board Members to review the Bill Schedule (as presented by the Library Director) is prepared.
8) Be available for consultation with the School District Library Treasurer.

C. It shall be the duty of the Personnel Committee to:

1) Review in conjunction with the Library Director:
   a. Job Descriptions for all Library employees.
   b. Employee Benefits.
   c. Annual work evaluations of individual staff members.
2) Outline procedures for salary negotiations between the Board of Trustees and the Library staff.
3) Act as a channel of communication between the Board of Trustees and the Library Staff when:
   a. ~~When t~~The Library Director wishes additional input or clarification before making a decision.
   b. ~~A~~When a staff member wishes to appeal a decision made by the Library Director.

D. It shall be the duty of the Policy Manual Committee to:

1) Review periodically with the Library Director the established policies of the Library.
2) Submit to the Board suggested additions, deletions and changes necessary or appropriate.

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E. It shall be the duty of the Friends of the Library Committee to act as a liaison between the Board of Trustees and the Friends of the Marlboro Free Library.

F. It shall be the duty of the Building & Grounds Committee to:
1) Periodically inspect the physical plant and property of the Library.
2) Meet regularly with the Library Director.
3) Report to the Board, when appropriate, recommendations concerning the building and/or grounds.

G. It shall be the duty of the Automation Committee to act as a liaison between the Library Director and the Board of Trustees

H. It shall be the duty of the Planning Committee to:
1) Develop long-range goals for the Library.
2) Periodically present an updated report to the Board of Trustees.

I. It shall be the duty of the Nominating Committee to:
1) Canvas all current Trustees and any Trustees-Elect after the Annual Meeting/Budget Vote/Trustee Election and prior to the July Annual Reorganization Meeting.
2) Propose a slate of officers at the Annual Reorganization Meeting.

Article VIII – AMENDMENTS

Amendments to the Marlboro Free Library By-laws and/or Policy Manual shall be voted upon at two consecutive regularly scheduled monthly meetings of the Board of Trustees.
1) By-law revisions require a 2/3 vote.
2) Policy Manual revisions require a majority vote.

These By-Laws shall also be subject to a mandatory review by the Board every five (5) years.

Article IX – INDEMNIFICATION

A. The Library shall indemnify, to the fullest extent permissible under Public Officers Law § 18, any person, and the heirs and personal representatives of such person, against any and all judgments, fines, amounts paid in settlement and reasonable expenses, including attorneys' fees, actually and necessarily incurred by or imposed upon such person, or in connection with or resulting from any claim, action, suit or proceeding, whether civil or criminal, in which such person is a party or is threatened to be made a party by reason of such person being or having been a Trustee, officer, employee or agent of the Library, or of another library, joint agent of the Library, or of another library, joint venture, trust or other organization in which such person serves as a director, officer, employee or agent at the request of the Library, or by reason of such person being or having been an administrator or a member of any board or committee of the Library or of any such organization, including but not limited to any administrator, board or committee related to any employee benefit plan.

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To the fullest extent permissible under law, the Library may advance expenses incurred in defending a civil or criminal action, suit or proceeding to any Trustee, officer, employee, or agent upon receipt of any undertaking by or on behalf of the Trustee, officer, employee or agent to repay such amount, if it shall ultimately be determined that such person is not entitled to indemnification by the Library.

The foregoing right of indemnification and advancement of expenses shall in no way be exclusive of any other rights of indemnification to which any such person may be entitled, under any bylaw, agreement, vote of Trustees or otherwise, and shall inure to the benefit of the heirs and personal representatives of such person. Any repeal or amendment of this Section A of Article IX shall be prospective only, and shall not adversely affect any right of protection of a person with respect to any act or omission occurring prior to the time of such repeal or modification.

B. The Library may purchase an maintain insurance on behalf of any person who is or was a Trustee, officer, employee or agent of the Library, or is or was serving at the request of the Library as a Trustee, officer, employee or agent of another library, partnership, joint venture, trust, or other enterprise, against any liability asserted against such person and incurred by such person in any such capacity, or arising out of the person's status as such, whether or not the Library would have the power to indemnify such person against such liability under Public Officers Law § 18.

Article X – DISSOLUTION

Upon dissolution of the Library, the Board shall, after paying or making provision for the payment of all the liabilities of the Library, distribute the remaining assets in accordance with the provisions of the Education Law and Not-for-Profit Corporation Law of the State of New York.

Article IX – PARLIMENTARY AUTHORITY

Robert's Rules of Order, the latest revised edition, shall govern procedures of the Board of Trustees.

Last Amended ___, 2026

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Marlboro Free Library
Community Room Policy

The Marlboro Library Board of Trustees subscribes to the tenets of the *Library Bill of Rights*, which states in part, "Libraries which make exhibit spaces and community rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use."

The Library makes its Community Room available to residents of the Marlboro Central School District under the terms of this policy to further its mission of providing educational, cultural and intellectual resources to the public. The Library's Community Room is open to organizations engaged in educational, cultural, intellectual, or charitable activities.

The Community Room was designed to be used for the Library's own programs. When ~~it is~~ not needed for library activities, it **may be available for use by non-profit community groups**, subject to policies established by the Marlboro Free Library Board of Trustees. The room may not be used by organizations for commercial purposes or for private social events for individuals. Use of the Community Room does not constitute an endorsement of the views of the user of the room by the Library. Marlboro residents who are SUNY or Ulster-Orange BOCES instructors may reserve the Community Room, contingent upon the completion of the *Application Form to Use the Marlboro Free Library Community Room*, and adherence to all related procedures and policies. In addition, the requester must present verification that the room usage pertains to the SUNY/BOCES course they are facilitating.

~~The Library Board of Trustees subscribes to the tenets of the Library Bill of Rights, which states in part, "Libraries which make exhibit spaces and community rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use."~~

Application For Use

Completed application forms must be submitted to the Library Circulation Desk in person, by mail, or by faxing ~~it~~ to (845) 236-7635. **The application must be signed by an authorized representative of the group, who resides in the Marlboro Central School District**, and who shall attend the meeting and be personally responsible for the conduct of the meeting and for any damages to facilities.

- Each application will be reviewed and the contact person will receive confirmation by fax, ~~by~~ mail, or e-mail. The Community Room will not be considered scheduled until confirmation is sent.
- Although telephone applications will not be accepted, the Library staff will provide information regarding the availability of the room over the telephone.

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In order to ensure ~~make~~ the Community Room is accessible to as many people as possible, the following restrictions apply

- **The Library Director is to be notified of any cancellation or meeting date changes within forty-eight (48) hours prior to the event.** Failure to notify the Director may result in the organization not being able to use the space in the future.
- **The use of the room by an organization is limited to one meeting per month.**
- **Dates cannot be scheduled more than ~~six~~ three months in advance.**
- A parent organization and its sub-groups will be considered as separate entities if they clearly identify themselves as such.

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Click here to download an application to use the Community Room.

Hours

Meetings may be scheduled for hours that the Library is open, Monday through Sunday. ~~G~~These groups holding meetings during this time must **vacate the Library 15 minutes before closing.** ~~Groups may schedule meetings before or after regular Library hours as long as:~~

- ~~One person from the group is designated the responsible party~~
- ~~The responsible party obtains from the Library Director a set of keys that allow access to the building and restrooms and/or an alarm system code prior to the group's meeting~~
- ~~Pursuant to Town of Marlborough law, if a responsible party of a group sets off the alarm system either entering or leaving the building, the group or organization will be responsible for paying the false alarm charge assessed by the Police Department~~
- ~~Groups must leave the Library building by 11:00PM~~
- ~~Keys obtained for the meeting must be returned immediately after use by depositing them in the Library's Book Return.~~
- ~~The responsible party/group is responsible for replacement costs if the keys are lost while in their possession.~~

Equipment

Audiovisual equipment is available. The equipment needed must be requested on the application form.

Capacity and Facilities

~~The Community Room can be divided into 2 smaller rooms or used as one larger room. Each smaller room comfortably seats up to 25 persons, with a fire code maximum of 50 persons standing~~

~~(no seating). If the larger room is requested, a maximum of 50 people seated or 100 persons standing is allowed.~~ The Community Room's capacity is _____. Chairs and up to 5 tables are available for groups to set up to meet their individual needs (UPDATE ONCE WE RECEIVE THE NEW CO FROM FIRE DEPARTMENT). The group or organization using the Community Room is responsible for room set-up/configuration and for returning the room to its original layout. **The Library does not assume responsibility for setting up the room. When the meeting is concluded, the room must be cleaned up and all furniture returned to its original position.**

~~Kitchen facilities with a sink are available; however, supplies are not provided. Each organization is required to clean the kitchen and leave the room in order after use.~~ Responsible parties will be billed for any extra cleaning required as a result of food or beverages in the room, or damages or spills found after use.

Additional Information

Library use of the Community Room is the first priority. The Library reserves the right to cancel a reservation if the room is needed for Library use. Whenever possible, a 24 hour notice will be given.

Groups or organizations using the Library Community Room agree to indemnify and save harmless from and against any and all losses, damages, claims, or expenses including reasonable attorney fees and costs arising out of the group's or organization's use of the Library facility.

The Community Room may not be used for:

- Any purpose which, in the opinion of the Director and/or the Library Board, may interfere with the normal use of the Library.
- A return engagement by a group that has abused or damaged the facility in its earlier use or has violated any of the regulations set forth in this policy.
- The furthering of private business interests by for-profit organizations.
- Private social gatherings
- ~~Religious services or proselytizing functions.~~ The Community Room is available to the public on an equitable basis; use for regularly scheduled worship services or as a primary place of religious assembly is not permitted.
- Private or political fundraising or money making purposes by groups other than library-related organizations

All meetings must be open to the public, free, and for the purpose of educational, civic, or cultural programming or public information.

Participants must not be subject to an entrance fee or collections. An exception may be made and special permission granted for lectures, forums, institutes, or classes involving a small fee to cover expenses, upon application to the Library Board of Trustees.

Appeals and/or comments can be made to the Library Board of Trustees in writing. Address such communications to:

Marlboro Free Library Board of Trustees
1251 Route 9W

PO Box 780

Marlboro, NY 12542

Regulations

Organizations that wish to continue to use library facilities must abide by the following regulations:

- All advertisements, announcements, press releases, flyers, etc. relating to meetings must clearly state the meeting is **not** sponsored by the Marlboro Free Library.
- Displays, posters, and literature connected with a meeting may not be placed anywhere in the Library except in the Community Room while the meeting is taking place. With the permission of the Library staff, a flyer advertising the meeting may be placed on a bulletin board.
- Arrangements to use the Library's audiovisual equipment must be made prior to the meeting. Library staff may not be available to instruct, setup, or troubleshoot equipment at the time of the meeting.
- Due to tight schedules, each organization will be admitted to and must vacate the room at the appointed time.
- Meetings must be conducted in such a way to not disturb Library operations.
- Groups using the Community Room are not permitted to charge registration or admission fees or to require the purchase of an item as a condition of attending a meeting. Membership dues and voluntary incidental donations (such as coffee money or the recovery of photocopy costs) may be collected. Visiting authors or performers may sell items they produce. The Library is not responsible for collecting or maintaining registration for the program.
- The use of the name, address, or telephone number of the Marlboro Free Library as the address or headquarters of any group using the library for meetings is prohibited.
- Library staff may attend or observe any meeting or program at any time and shall have free access to the Community Room at all times.

- Beverages and light snacks are permitted if prior approval is obtained. Responsible parties will be billed for any extra cleaning required as a result of food or beverages in the room, or damages or spills found after use.
- Smoking, vaping, or use of alcohol or malt beverages is not permitted.
- Burning of any materials, including incense and candles, is prohibited.
- A group composed of minors (under eighteen years of age) must have an adult chaperone attend the meeting. This person must also sign the Community Room application form.
- Displays may not be affixed directly to the walls of the Ccommunity Rroom without prior consent. Library fixtures may not be removed from the walls.
- Community Room users are responsible for carrying their own supplies and operating equipment they use.
- Community Room users are responsible for carrying away any garbage they produce over the amount that can be contained by the trash receptacle provided in the room.
- The Llibrary is not responsible for equipment or materials owned by a community group and used in the library. No storage space is available in the Library or Community Room to house such.
- The Library reserves the right to close the building in extremely bad weather or unforeseen emergencies. Groups should know that when the Library is closed for such purposes that their meetings are automatically cancelled.
- The Llibrary reserves the right to make accommodations for Ccommunity Rroom use by other Marlboro Central School Ddistrict entities.
- The Llibrary reserves the right to limit or prohibit any use of the CcommunityR rroom which represents a threat to the health or safety of Llibrary customers and/or staff, or to the orderly use of the Llibrary.
- Individuals or groups using the Community Room ~~meeting room~~ shall secure any necessary performance licenses and indemnify the Library for any failure on their part to do so.
- All groups must adhere to the Library's *Code of Conduct Policy*.
- The Library's Board of Trustees may suspend use of the Community Room if a group violates this policy and/or the Library's *Code of Conduct Policy*.

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For and in consideration of the use of the Ccommunity Rroom and Llibrary facilities, any person or group using same hereby agrees to indemnify and hold harmless the Marlboro Free Library from any and all actions or suits relating to its use of such rooms and facilities. Further, such person or group agrees to reimburse the Marlboro Free Library for any and all costs for repair of any and all

damage as may be caused directly or indirectly to the room and/or facilities by such use thereof. If any organization refuses to pay for the damage, the matter will be referred to an attorney for legal action. The Library will take reasonable care to ensure the safety and security of items displayed. However, the Library ~~has~~ assumes no responsibility in the event of loss, theft, or damage of items on display.

The Library's Teen Space, Beatrice Conover Local History Room, and Children's Programming Room are not available for reservations ~~at this time~~.

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Americans With Disabilities Act Compliance

The Library Board of Trustees expects any group utilizing the Community Room to comply with the provisions of the ~~Americans with Disabilities Act~~*Americans with Disabilities Act of 1990*, which require that a meeting or materials at a meeting be provided in an accessible format in response to a request. For questions relating to ADA compliance, contact the Library Director at (845) 236-7272.

Based in part from the Greenwich, CT, Waukesha, WI and Waukegan, IL public libraries.

1st Reading: 1/10/2011

2nd Reading: 2/7/2011

Revised: 1/6/2025

KEY INVENTORY- JULY 2026

Marlboro Free Library

MAIN LIBRARY

Lindsay Jankovitz (Master Key)

Dorothy Dabro

Tessa DeBella

Michelle DeSando

Lois Diorio

Marlboro Fire Department Knox Box

Jonathan Garofalo

Diana Burke

Ashley Poulin

Brooke Waite

Sydney Corwin

Roland Lin

Emma Stoebling

Mid-Hudson Delivery Service (2)

FURNANCE ROOM

Central Hudson Gas & Electric Company

Lindsay Jankovitz

LIBRARY BOOK BARN

Lindsay Jankovitz

Friends of the Marlboro Library's President

Ashley Poulin

ACCESS CODE HOLDERS AS OF 7/21/2026

Lindsay Jankovitz

Dorothy Dabrò

Tessa DeBella

Lois Diorio

Jonathan Garofalo

Sydney Corwin

Ashley Poulin

Brooke Waite

Roland Lin

Emma Stoebling

Mid-Hudson Delivery Service

Fire Department Knox Box

Diana Burke

LIBRARY GROUPS

Friends of the Marlboro Library

FALL FITTINGS

Carbon Steel, Stainless Steel and Aluminum Fabrication, Erection and Distribution

Proposal

To: Marlboro Free Library

Date: 7/31/2026

Attn: Lindsay Jankovitz

Pricing Valid Through: 8/30/2026

Project: Retaining Wall Railing
Marlboro Free Library
1251 Route 9W
Marlboro, NY 12542
Ulster County

To whom it may concern,
Fall Fittings, Inc. is pleased to provide the following proposal for the above-referenced job.

Base Bid Scope:

Fabricate & Install:

64' of 2 Line Pipe Railing

BASE BID TOTAL LOT PRICE: $26,688.00
Excludes Any Sales Tax

Notes:

1) Our proposal is based upon drawings: Photo- 1
2) Our proposal does not include any addendums.
3) Refer to Fall Fittings Standard Terms & Conditions that have been attached.
4) Railing to match existing railing.

The following items are either included or excluded from our proposal:

Item:	Included	Excluded
General		
1) Shop fabrication details (PDF Files Only)	X	
2) Erection Drawings (PDF Files Only)	X	
3) Review, stamp, and calculations by a licensed engineer		X
4) Code Compliance		X
5) Field Survey or Measurements		X
6) One Coat of Shop Primer, Shopcoat Primer by Sherwin Williams, Gray in Color		X
7) Hot Dipped Galvanized Coating, Single Dipping with Quench	X	
8) Erection or Field Work of any kind	X	
9) Special Paint Systems		X
10) Sandblasting or Special Cleaning of Materials		X
11) Material Soley Melted and Manufactured in U.S.A.		X
12) Costs related to any testing or inspections		X
13) Storing of any material or structures		X

380 State Route 208
New Paltz, NY 12561
www.fallfittings.com

Office: 845-255-5710
info@fallfittings.com
Proposal Form Updated 07/24/2026

Initials	
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14) Special trucking involving wide loads, escorts, or union drivers		X
15) Costs incurred due to delays beyond our control		X
16) Bolts/Hardware Required for Other Trades other then required for our work		X
17) Shop Assembly		X
18) Any Permits		X
19) Project Bond		X
20) Any Demolition or Shoring		X
21) Safety/Perimeter Cable		X
Project Specific – Structural Steel		
22) Structural Steel Members (Columns & Framing Members)		X
23) Roof Openings		X
24) Floor Openings		X
25) Dunnage Steel		X
26) Bracing		X
27) Moment Connections (Bolted Only)		X
28) Tension Rods or Turnbuckles		X
29) Shear Studs		X
30) Anchor Bolts & Leveling Plates (Furnish Only)		X
31) Embed/Bearing Plates for Steel Beams or Joists (Furnish Only)		X
32) Embed/Bearing Plates for Precast Plank (Furnish Only)		X
33) Grouting		X
34) CMU Clips or Angles		X
35) Cold Form/Light gauge Framing		X
Project Specific – Miscellaneous Steel		
36) Elevator Beams (Furnish Only)		X
37) Elevator Sill Angles (Furnish Only)		X
38) Masonry Angles (Furnish Only)		X
39) Lintels (Furnish Only)		X
40) Stairs		X
41) Stair Nosing		X
42) Precast Treads		X
43) Railings	X	
44) Ladders		X
45) Sump Pit Frame & Grate (Furnish Only)		X
46) Grating		X
47) Pipe Bollards (Furnish Only)		X
48) Countertop Brackets (Furnish Only)		X
49) Steel Plates for Overhead Doors/Door Jambs		X
Project Specific – Joists, Decking, Girders		
50) Bar Joists / Joist Girders		X
51) Standard Joist Primer		X
52) Roof/Floor/Conform Decking		X
53) Decking on top of Light Gauge Framing (Furnish Only)		X
54) Decking Supports		X
55) Decking Accessories (ie. Pour Stops, Cell Closure)		X
56) Decking Fastening (Use of mechanical fasteners only, no welding)		X
57) Acoustical Batting		X
58) Countersunk, swedged, pre-punches, rolled, or radius deck		X
59) Standard Deck Primer		X
60) Sealer Plates		X

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Initials	
F/F	***Client***

Should you have any questions or wish to discuss anything further, please do not hesitate to contact me. We appreciate the opportunity and look forward to hearing from you. Thank you for your consideration.

Sincerely,

Chris J Zaccheo
Chris J Zaccheo, Vice-President & Estimator

TERMS & CONDITIONS

These Terms & Conditions ("Terms") apply to all proposals, quotations, sales, contracts, and agreements issued by Fall Fittings, Inc. ("Fall Fittings," "we," "our," or "us"). The party receiving and accepting the proposal is referred to as the Client, which may be a General Contractor, Construction Manager, Property Owner, or other entity. The Owner refers to the legal owner of the property where the work is performed and may or may not be the Client. Acceptance of a Fall Fittings proposal constitutes acceptance of these Terms in full.

1. SCOPE OF WORK & PROPOSAL BASIS
   - 1.1. Defined Scope Only: Fall Fittings' scope of work is limited to the labor, materials, fabrication, delivery, and/or installation expressly listed in the proposal's Description, Inclusions, and Exclusions sections.
   - 1.2. No Implied or Assumed Scope: No work is included by implication, inference, trade custom, coordination expectation, or because it may be necessary for completion of the overall project. Any work not specifically stated is excluded and requires a written change order.
   - 1.3. Associated Items Excluded: Items associated with, adjacent to, or affected by included work—but not expressly listed—are not included.
   - 1.4. No Addendums Included: Proposals do not include addendums unless expressly stated in writing.
   - 1.5. Unless otherwise noted, only structural drawings have been reviewed. No architectural, mechanical, civil, electrical, ect have been reviewed and no consideration has been made.
2. DESIGN, ENGINEERING & COORDINATION
   - 2.1. No Design Responsibility: Fall Fittings does not provide engineering or professional design services, unless expressly stated in the proposal and compensated. We are not responsible for design criteria, code compliance, load calculations, or structural adequacy of documents prepared by others. Note that delegated design can only be assigned for connection design, splices, stairs, railings, ladders. The EOR is legally responsible for the overall structural integrity of the building, anchoring, member sizing and responsible for deciding all loads independently. The
   - 2.2. Shop Drawings: Shop drawings are prepared for fabrication and installation purposes only and do not constitute design approval or professional engineering services.
   - 2.3. Coordination Limits: Fall Fittings' coordination responsibilities are limited to its own fabricated and installed components. We are not responsible for: Dimensional verification of others' work, Field conditions differing from drawings, Tolerances or conflicts caused by other trades and/or Temporary shoring or bracing unless stated. We are entitled to rely on benchmarks, dimensions, embedded locations, and layouts provided by others.
   - 2.4. Where multiple drawing disciplines are issued for the Project, including but not limited to Architectural, Structural, and Specialty drawings, and a conflict, discrepancy, or inconsistency exists between such documents, the Structural Drawings shall govern and control with respect to Fall Fittings' scope of work.
   - 2.5. Fall Fittings shall be entitled to rely on the Structural Drawings for fabrication, detailing, and installation of steel and related components unless otherwise directed in writing through an approved RFI response or change order. Any resolution of drawing conflicts that materially affects Fall Fittings' scope, means, methods, materials, or sequencing shall constitute a change in the Work and shall be subject to an equitable adjustment of price and time.
3. ANCHOR BOLTS, EMBEDS & SITE CONDITIONS
   - 3.1. Exclusion of Anchor Bolt Installation: Unless expressly stated, Fall Fittings do not or install wet-set or post-installed anchor bolts.
   - 3.2. Survey Requirement: Before erection of steel, the Client must provide a verified survey of anchor bolts, leveling plates, and embedded plates (locations and elevations), in both PDF and CAD formats.
   - 3.3. Incorrect Installation: Fall Fittings will not install columns or steel on improperly placed anchor bolts or embeds. Errors must be corrected prior to our work. Any resulting delays or rework are billable.
   - 3.4. Access & Readiness: Work areas must be clear, accessible, and ready. For joist upgrades, all MEP systems must be relocated and areas fully open prior to our arrival.
   - 3.5. Temporary Power and Water: The Client shall provide and maintain, at no cost to Fall Fittings, 120-volt temporary electrical power, and a water source suitable for construction use. Temporary power and water must be available, operational, and accessible throughout the full duration of Fall Fittings' installation activities.
4. SHOP PRIMER, PAINTING, AND COATING TOUCH-UP

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New Paltz, NY 12561
www.fallfittings.com

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info@fallfittings.com

4.1. Shop Primer & Painting: Fall Fittings is not responsible for touch-up, repair, or restoration of shop-applied primers after welding, bolting, cutting, or steel erection activities, including but not limited to the priming or painting of any field-installed connections. All final painting and coating touch-up of shop primer is excluded unless expressly stated in writing.
4.2. Galvanized Steel Touch-Up: For galvanized steel components, Fall Fittings shall touch up damaged areas using a cold galvanizing spray compound. Such touch-up is limited to minor surface repairs resulting directly from Fall Fittings' installation activities.
4.3. Powder Coated Finishes: Fall Fittings does not perform powder coating touch-up. If required, powder coating touch-up materials must be requested in advance and may be provided to the Client for the Client's use at an additional cost. Fall Fittings makes no representation or guarantee regarding color matches, finish uniformity, or long-term performance of any field-applied powder coating touch-up.

5. CONTRACT FORMATION
5.1. Binding Acceptance: A proposal becomes binding only upon receipt of a fully executed contract, purchase order, or written acceptance incorporating these Terms.
5.2. Entire Agreement: These Terms, together with the proposal, constitute the entire agreement between the parties and supersede all prior discussions or representations.

6. SCHEDULE & TIME OF PERFORMANCE
6.1. Commencement: Work will not commence until Fall Fittings receives: A written authorization to proceed; and Confirmation that site conditions are ready for work.
6.2. Schedule Assumptions: Pricing assumes efficient sequencing and continuous workflow during standard working hours (40 hours/week, weekdays only).
6.3. Excusable Delays: Fall Fittings is not responsible for delays caused by: Client or Owner actions, other trades, Weather. Site conditions, Material or transportation issues and/or non-payment. Schedule adjustments shall be granted accordingly.
6.4. No Liquidated Damages, Fall Fittings shall not be liable for liquidated damages, impact damages, or acceleration costs unless expressly agreed to in writing.

7. PRICING & VALIDITY
7.1. Proposal Validity: Unless stated otherwise, proposals are valid for seven (7) days.
7.2. Partial Awards: Pricing is based on award of the full scope. Partial awards or phased releases may require price adjustments.
7.3. Steel Market Volatility: Due to volatile market conditions, pricing is subject to change if fabrication is not released within 90 days.
7.4. Pricing is based upon Fall Fittings, LLC's understanding that its off-site fabrication activities are not presently subject to the prevailing wage requirements of NYS Labor Law §220(3)(f); should enforcement, regulatory guidance, or a judicial determination require compliance, Fall Fittings reserves the right to an equitable adjustment of the contract sum and schedule for all resulting costs and impacts.

8. MATERIAL AVAILABILITY, PRICE ADJUSTMENT & LIMITATION OF LIABILITY
8.1. Extraordinary Market Conditions: The steel industry is subject to extraordinary global and domestic instability, including material shortages, mill allocations, transportation disruptions, price escalation, fuel costs, labor shortages, and geopolitical events.
8.2. Price Adjustments: Fall Fittings shall not be required to absorb unforeseen increases in material, freight, or procurement costs. Pricing shall be equitably adjusted on a dollar-for-dollar basis plus applicable markup.
8.3. Excusable Delay & Relief: All delays arising from these conditions are excusable. Fall Fittings shall not be required to accelerate, resequencing, or incur premium costs without compensation.
8.4. Limitation of Liability: Fall Fittings shall have no liability for delays, damages, penalties, or losses resulting from conditions beyond their reasonable control. Such conditions shall not constitute default or breach.
8.5. Waiver of Damages: The Client expressly waives all claims for: Delay damages, Lost profits, Consequential, incidental, or special damages, and/or Liquidated damages arising from market or transportation impacts.

9. APPROVAL OF SHOP DRAWINGS, SUBMITTALS, PRODUCT DATA, and RFI RESPONSES
9.1. Approval by the Client of shop drawings, submittals, product data, samples, and written responses to Requests for Information (RFIs) prepared by or issued to Fall Fittings shall constitute acceptance of the materials, details, dimensions, connections, finishes, design intent, and installation methods shown or described therein.
9.2. Once approved or issued, such approved documents and RFI responses shall control, govern, supplement, clarify, and, where applicable, modify or supersede any conflicting, inconsistent, or ambiguous requirements in the construction documents, drawings, specifications, or other project requirements as they relate to Fall Fittings' scope of work.
9.3. Fall Fittings shall be entitled to fully rely on approved shop drawings, submittals, and RFI responses for fabrication, procurement, and installation. Any revisions, additional requirements, or reinterpretations imposed after approval or issuance shall be deemed a change in the Work and shall require a written change order, including appropriate adjustments to contract price and contract time.

10. CHANGES IN THE WORK
10.1. Written Authorization Required: All changes must be authorized in writing prior to performance.
10.2. Pricing of Changes: Changes may be priced as a lump sum or time-and-material with a markup not to exceed 30% for overhead and profit.

10.3. Unless expressly prohibited by a fully executed contract, Fall Fittings shall be entitled to compensation for administrative time associated with excessive documentation, reporting, coordination, or paperwork requirements imposed by the Client, Owner, or others. For purposes of this provision, "excessive documentation" shall mean any submittals, forms, reports, tracking logs, compliance documentation, meetings, or administrative requirements beyond those required by applicable federal, state, or local laws, codes, or statutes. Requirements imposed by the Client, Owner, Contractor, Construction Manager, project specifications, or internal policies shall not be considered "law" and shall be deemed additional. All such additional administrative efforts shall be treated as a change in the Work and shall be billable on a time-and-material basis, including applicable overhead and profit, unless otherwise agreed to in writing in advance.

11. PAYMENT TERMS
    11.1. The following payment schedule applies unless otherwise agreed to in writing by both parties:
        11.1.1. Deposit on Signing of Proposal (Prior to Shop Drawings): 15%
        11.1.2. Due on Approval of Shop Drawings (Prior to Fabrication): 35%
        11.1.3. Due on Completion of Fabrication (Prior to Installation): 40%
        11.1.4. Due on Completion of Installation: 10%
        11.1.5. Invoice Shall be due within 7 calendar days.
    11.2. No Retainage: Retainage is expressly prohibited unless agreed to in writing.
    11.3. Interest & Collection: Delinquent payments accrue interest at 1.5% per month. Client is responsible for all collection costs, including attorneys' fees.
    11.4. Suspension for Non-Payment: Fall Fittings may suspend work after seven (7) days' written notice without liability.
    11.5. No Pay-If-Paid/Paid-When-Paid: Payment to Fall Fittings is absolute and unconditional, without regard to payment from any other source. Payment by the Owner, Contractor, Construction Manager, Project Manager, lender, bonding company, insurance company, or any other third party is not a condition precedent to payment owed to Fall Fittings. The Client expressly waives any "pay-if-paid," "pay-when-paid," or similar conditional payment provisions, whether express or implied. Delays or failures in payment from any upstream party, financing source, insurer, or loan disbursement shall not delay, reduce, excuse, or condition payment to Fall Fittings.
    11.6. All payments made by credit card are subject to a 3% processing fee, which shall be added to the total amount due. This fee is in addition to all contract, proposal, or invoice amounts and shall be paid by the Client without exception unless otherwise agreed to in writing by Fall Fittings.
12. LABOR – UNION WORKFORCE
    12.1. Fall Fittings utilizes local union field labor for installation activities and is bound by the terms and conditions of the applicable Collective Bargaining Agreement ("CBA") governing such labor.
    12.2. All labor pricing for change orders, unit prices, time-and-material work, additional work, or disputed work shall be based on and aligned with the current wage rates and fringe benefits required under the applicable CBA at the time the work is performed.
    12.3. Adjustments to labor pricing resulting from changes to CBA wage rates or fringe benefits shall be considered valid cost increases and shall be incorporated into change order pricing or unit rates as applicable.
13. INSURANCE & CERTIFICATIONS
    13.1. Insurance: Fall Fittings maintains standard insurance as outlined in certificates provided. Additional coverage is excluded unless agreed in writing.
    13.2. Owner's and Contractor's Protective (OCP) Liability policy: An OCP policy is not included in Fall Fittings' proposal. If the Client or Owner requires an OCP policy naming the Owner and/or other parties, such coverage must be requested in writing and will be provided only upon mutual agreement, subject to additional cost, underwriting approval, and schedule impact. All costs associated with procuring OCP coverage, including premiums, fees, endorsements, administrative costs, and any related schedule impacts, shall be borne entirely by the Client and incorporated into the Contract Price by change order or written amendment.
    13.3. Certifications: Fall Fittings is not AISC or IAS AC172 certified. Any required testing or inspections are excluded and are the Client's responsibility.
14. BACK CHARGES, WARRANTY CLAIMS, AND RIGHT TO CURE
    14.1. Notice Requirement: The Client shall notify Fall Fittings in writing within ten (10) days of the first knowledge of any alleged defect, deficiency, or failure of the Work or any component thereof to operate properly. Failure to provide timely written notice shall constitute a waiver of any claim related thereto.
    14.2. Right to Cure / No Back Charges: Fall Fittings shall be given the first opportunity to promptly inspect, repair, replace, or correct any items covered under the contract that are determined to be defective or to have failed to function properly, within a reasonable period of time consistent with the nature of the issue and site access. No back charges, offsets, deductions, or third-party repairs shall be permitted without Fall Fittings' prior written authorization. Any unauthorized corrective work performed by others shall be at the Client's sole cost and risk.
    14.3. Warranty Limitations: This warranty applies only to Work performed by Fall Fittings and does not apply to defects or failures resulting from: Accident, misuse, abuse, or improper operation, Normal wear and tear, Improper maintenance, Modifications, alterations, defacement, or repairs or attempted repairs performed by others without Fall Fittings' written consent, and/or Design defects or conditions outside Fall Fittings' scope of work

Initials	
F/F	Client

14.4. Exclusive Remedy: The remedies set forth in this section are the exclusive remedies available to the Client for warranty claims arising from Fall Fittings' Work. In no event shall Fall Fittings be responsible for consequential, incidental, or secondary damage arising from alleged defects or repairs.

15. MISCELLANOUS
    15.1. Fall Fittings may use electronic platforms (e.g., Procore) for communication and document control. The Client is responsible for monitoring all issued documents and notifications.
    15.2. Fall Fittings is responsible only for the safety of its own employees and operations and shall comply with applicable OSHA requirements.
    15.3. To the fullest extent permitted by law, Fall Fittings shall indemnify the Client and Owner only for claims arising directly from the sole negligent acts or omissions by Fall Fittings and not for design defects, site conditions, or acts of others.
    15.4. Termination for Convenience: If terminated for convenience, Fall Fittings shall be paid for: All work performed, Materials ordered or fabricated, Termination and demobilization costs.
    15.5. Non-Payment: Non-payment constitutes material breach by the Client.
    15.6. The Owner is responsible for permits, taxes, fees, surveys, and property-line verification. Work within fifteen feet of property lines must be disclosed in advance.
    15.7. These Terms shall be governed by the laws of the State of New York. Any dispute shall be resolved by litigation in a court of competent jurisdiction located in New York.
    15.8. No assignment is permitted without written consent. If any provision is held invalid, the remaining provisions shall remain enforceable.

By signing below, the Customer acknowledges that they have read, understood, and agreed to this Proposal in its entirety, including all scope of work, inclusions, exclusions, assumptions, and all terms and conditions contained herein or referenced herein.

Company Name: _____ P.O.#: _____

Authorized By: _____ Title: _____

Signature: _____ Date: _____

Address: _____

This project is not considered booked until this Proposal is accepted and signed by Fall Fittings. Upon acceptance, Fall Fittings will countersign this document and return a copy to the Customer for their records.

Acceptance By: _____ Title: _____

Signature: _____ Date: _____

380 State Route 208
New Paltz, NY 12561
www.fallfittings.com

Office: 845-255-5710
info@fallfittings.com
Proposal Form Updated 07/24/2026

Initials	
F/F	***Client***

TO OWNER: Marlboro Free Library
1251 Route 9W
Marlboro N.Y. 12542

FROM CONTRACTOR: Mid-Hudson Electrical Contracting
40 Ashby Place Poughquag N.Y. 12570

PROJECT: Marlboro Free Library
Addition & Interior Improvements

APPLICATION NUMBER: 10
PERIOD TO: 7/25/2026
PROJECT NO: 23-46-06

VIA ARCHITECT: Butler Rowland Mays Architects, LLP
57 West High Street
Ballston Spa, N.Y. 12020

CONTRACT DATE: 6/27/2025

Distribution to	Distribution to:
	OWNER
	CONSTRUCTION MANAGER
X	ARCHITECT
	CONTRACTOR

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in accordance with the Contract. Continuation Sheet, AIA Document G703, is attached.

1.	ORIGINAL CONTRACT SUM	$437,311.00
2.	Net Change By Change Orders.....	$77,098.82
3.	CONTRACT SUM TO DATE (Line 1 +2).....	$ 514,409.82
4.	TOTAL COMPLETED & STORED TO DATE..... (Column G on G703)	$514,409.82
5.	RETAINAGE:	
a.	5% of Completed Work (Columns D & E on G703) $22,463.79	
b.	5% of Stored Material (Column F on G703) $2,077.28	
	Total Retainage (Line 5a + 5b or Total in Column I of G703)	$25,706.88
6.	TOTAL EARNED LESS RETAINAGE..... (Line 4 less Line 5 Total)	$488,702.94
7.	LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	$464,235.87
8.	CURRENT PAYMENT DUE	$24,467.07
9.	BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) $ 25,706.22	

CHANGE ORDER SUMMARY	ADDITIONS		DEDUCTIONS
Total changes approved in previous months by Owner	$67,248.82		$0.00
Total Approved this Month	$9,850.00		$0.00
TOTALS	$77,098.82	$0.00	$0.00
NET CHANGES by Change Order			$77,098.82

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

BY: _____ DATE 8/3/2026

State of: New York County of: Dutchess
Subscribed and sworn before me this 3rd day of August 2026
Notary Public:
My Commission Expires: October 8th, 2029

MICHAEL RODRIGUES
Notary Public - State of New York
NO. 01RO0042555
Qualified in Dutchess County
My Commission Expires Oct 8, 2029

CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Construction Manager certifies that to the best of his knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... $ 24,467.07

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that changed to conform to the amount certified.).

CONSTRUCTION MGR:
By: _____ Date: _____

ARCHITECT:
By: _____ Date: 8/5/2026

This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

TO OWNER:	Marlboro Free Library 1251 Route 9W Marlboro N.Y. 12542	**PROJECT:** Marlboro Free Library Addition & Interior Improvements	APPLICATION NUMBER: 10 PERIOD TO: 7/25/2026 PROJECT NO: 23-46-06	Distribution to:	Distribution to:
FROM CONTRACTOR:	Mid-Hudson Electrical Contracting 40 Ashby Place Poughquag N.Y. 12570	VIA ARCHITECT: Butler Rowland Mays Architects, LLP 57 West High Street Ballston Spa, N.Y. 12020	CONTRACT DATE: 6/27/2025		OWNER CONSTRUCTION MANAGER ARCHITECT CONTRACTOR

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in accordance with the Contract. Continuation Sheet, AIA Document G703, is attached.

1.	**ORIGINAL CONTRACT SUM**		$437,311.00
2.	**Net Change By Change Orders**.....		$77,098.82
3.	**CONTRACT SUM TO DATE** (Line 1 +2).....		$ 514,409.82
4.	**TOTAL COMPLETED & STORED TO DATE**..... (Column G on G703)		$514,409.82
5.	**RETAINAGE:**		
a.	5% of Completed Work (Columns D & E on G703)	$22,463.79	
b.	5% of Stored Material (Column F on G703)	$2,077.28	
	Total Retainage (Line 5a + 5b or Total in Column 1 of G703)		$25,706.88
6.	**TOTAL EARNED LESS RETAINAGE**..... (Line 4 less Line 5 Total)		$488,702.94
7.	**LESS PREVIOUS CERTIFICATES FOR PAYMENT** (Line 6 from prior Certificate)		$464,235.87
8.	**CURRENT PAYMENT DUE**		$24,467.07
9.	**BALANCE TO FINISH, INCLUDING RETAINAGE** (Line 3 less Line 6)	$ 25,706.22	

CHANGE ORDER SUMMARY	ADDITIONS		DEDUCTIONS
Total changes approved in previous months by Owner	$67,248.82		$0.00
Total Approved this Month	$9,850.00		$0.00
TOTALS	$77,098.82	$0.00	$0.00
NET CHANGES by Change Order			$77,098.82

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

BY: _____ DATE _____

State of: _____ County of: _____

Subscribed and sworn before me this _____ day of _____ 20

Notary Public:

My Commission Expires:

CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Construction Manager certifies that to the best of his knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... $ 24,467.07

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that changed to conform to the amount certified.).

CONSTRUCTION MGR:

By: _____ Date: _____

ARCHITECT:

By: _____ Date: _____

This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET									
AIA Document G702, APPLICATION AND CERTIFICATE containing Contractor's signed Certification is attached.								APPLICATION NO:	10
								APPLICATION DATE:	07/25/26
								PERIOD TO:	04/25/26
								ARCHITECT'S PROJECT NUMBER	23-46-06
A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (D+E)	WORK COMPLETED CURRENTLY COMPLETED	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G/C)	BALANCE TO FINISH (C-G)	RETAINAGE
	1.000 Surety Bonds	15,500.00	$15,500.00		0.00	$15,500.00	100%	0.00	$775.00
002	2.000 Insurance	5,000.00	$5,000.00		0.00	$5,000.00	100%	0.00	$250.00
003	3.000 General Conditions	20,000.00	$15,000.00	5000.00	0.00	$20,000.00	100%	0.00	$1000.00
004	4.000 Mobilization	8,000.00	$8,000.00		0.00	$8,000.00	100%	0.00	$400.00
005	5.000 Storage	8,000.00	$8,000.00		0.00	$8,000.00	100%	0.00	$400.00
006	6.000 Temporay Lighting/Power	10,000.00	$10,000.00		0.00	$10,000.00	100%	0.00	$500.00
007	6.500 AREA 1 MEETING ROOM & VESTIBULE								
008	7.000 Demo	7,132.96	7,132.96		0.00	7,132.96	100%	0.00	$356.65
009	8.000 Lighting Fixtures/Materials	43,998.14	36,406.70		7591.44	43,998.14	100%	0.00	$2199.90
010	9.000 Lighting Labor	7,801.18	7,801.18		0.00	7,801.18	100%	0.00	$390.06
011	10.000 Panel Board Materials	398.81	398.81		0.00	398.81	100%	0.00	$19.94
012	11.000 Panel Board Labor	598.56	598.56		0.00	598.56	100%	0.00	$29.93
013	12.000 Branch Circuit Materials	294.94	294.94		0.00	294.94	100%	0.00	$14.75
014	13.000 Branch Circuit Labor	834.73	834.73		0.00	834.73	100%	0.00	$41.74
015	14.000 Wiring Devices Materials	695.44	695.44		0.00	695.44	100%	0.00	$34.77
016	15.000 Wiring Device Labor	1,722.78	1,722.78		0.00	1,722.78	100%	0.00	$86.14
017	16.000 Power Wiring Materials	2,412.06	2,412.06		0.00	2,412.06	100%	0.00	$120.60
018	17.000 Power Wiring Labor	3,407.80	3,407.80		0.00	3,407.80	100%	0.00	$170.39
019	18.000 Feeders Materials	691.39	691.39		0.00	691.39	100%	0.00	$34.57
020	19.000 Feeeder Labor	810.12	810.12		0.00	810.12	100%	0.00	$40.51
021	20.000 Fire Alarm Materials	4,221.87	4,221.87		0.00	4,221.87	100%	0.00	$211.09
022	21.000 Fire Alarm Labor	1,417.03	1,417.03		0.00	1,417.03	100%	0.00	$70.85
023	22.000 Teledata Materials	1,497.61	1,497.61		0.00	1,497.61	100%	0.00	$74.88
024	23.000 Teledata Labor	3,920.49	3,920.49		0.00	3,920.49	100%	0.00	$196.02
025	24.000 Audio Visual Materials	158.81	158.81		0.00	158.81	100%	0.00	$7.94
026	25.000 Audio Visual Labor	116.04	116.04		0.00	116.04	100%	0.00	$5.80
027	25.500 AREA 2 STAFF WORK AREA								
028	26.000 Demo	2,848.00	2,848.00		0.00	2,848.00	100%	0.00	$142.40
029	27.000 Lighting Fixtures/Materials	27,998.82	27,998.82		0.00	27,998.82	100%	0.00	$1399.94
030	28.000 Lighting Labor	4,964.39	4,964.39		0.00	4,964.39	100%	0.00	$248.22
031	29.000 Panel Board Materials	253.78	253.78		0.00	253.78	100%	0.00	$12.69
032	30.000 Panel Board Labor	380.90	380.90		0.00	380.90	100%	0.00	$19.05
033	31.000 Branch Circuit Materials	187.69	187.69		0.00	187.69	100%	0.00	$9.38
034	32.000 Branch Circuit Labor	531.19	531.19		0.00	531.19	100%	0.00	$26.56
035	33.000 Wiring Devices Materials	442.55	442.55		0.00	442.55	100%	0.00	$22.13
037	34.000 Wiring Device Labor	1,096.31	1,096.31		0.00	1,096.31	100%	0.00	$54.82
038	35.000 Power Wiring Materials	1,534.94	1,534.94		0.00	1,534.94	100%	0.00	$76.75
039	36.000 Power Wiring Labor	2,168.60	2,168.60		0.00	2,168.60	100%	0.00	$108.43
040	37.000 Feeders Materials	439.98	439.98		0.00	439.98	100%	0.00	$22.00
041	38.000 Feeeder Labor	515.53	515.53		0.00	515.53	100%	0.00	$25.78
042	39.000 Fire Alarm Materials	2,686.65	2,686.65		0.00	2,686.65	100%	0.00	$134.33
043	40.000 Fire Alarm Labor	901.74	901.74		0.00	901.74	100%	0.00	$45.09
044	41.000 Teledata Materials	953.02	953.02		0.00	953.02	100%	0.00	$47.65
045	42.000 Teledata Labor	2,494.85	2,494.85		0.00	2,494.85	100%	0.00	$124.74
046	43.000 Audio Visual Materials	60.55	60.55		0.00	60.55	100%	0.00	$3.03

047	44.000 Audio Visual Labor	73.84	73.84		0.00	73.84	100%	0.00	$3.69
048	44.500 AREA 3 RESTROOM & ADULT COLLECTION								
049	45.000 Demo	10,017.29	10,017.29		0.00	10,017.29	100%	0.00	$500.86
050	46.000 Lighting Fixtures/Materials	82,996.72	82,996.72		0.00	82,996.72	100%	0.00	$4149.83
051	47.000 Lighting Labor	13,829.38	13,829.38		0.00	13,829.38	100%	0.00	$691.46
052	48.000 Panel Board Materials	706.98	706.98		0.00	706.98	100%	0.00	$35.34
053	49.000 Panel Board Labor	1,061.09	1,061.09		0.00	1,061.09	100%	0.00	$53.05
054	50.000 Branch Circuit Materials	522.86	522.86		0.00	522.86	100%	0.00	$26.14
055	51.000 Branch Circuit Labor	1,479.76	1,479.76		0.00	1,479.76	100%	0.00	$73.98
056	52.000 Wiring Devices Materials	1,232.83	1,232.83		0.00	1,232.83	100%	0.00	$61.64
057	53.000 Wiring Device Labor	3,054.01	3,054.01		0.00	3,054.01	100%	0.00	$152.70
058	54.000 Power Wiring Materials	4,275.92	4,275.92		0.00	4,275.92	100%	0.00	$213.79
059	55.000 Power Wiring Labor	6,041.10	6,041.10		0.00	6,041.10	100%	0.00	$302.05
060	56.000 Feeders Materials	1,225.66	1,225.66		0.00	1,225.66	100%	0.00	$61.28
061	57.000 Feeeder Labor	1,436.12	1,436.12		0.00	1,436.12	100%	0.00	$71.80
062	58.000 Fire Alarm Materials	7,484.24	7,484.24		0.00	7,484.24	100%	0.00	$374.21
063	59.000 Fire Alarm Labor	2,512.01	2,512.01		0.00	2,512.01	100%	0.00	$125.60
064	60.000 Teledata Materials	2,654.85	2,654.85		0.00	2,654.85	100%	0.00	$132.74
065	61.000 Teledata Labor	6,949.95	6,949.95		0.00	6,949.95	100%	0.00	$347.49
066	62.000 Audio Visual Materials	168.67	168.67		0.00	168.67	100%	0.00	$8.43
067	63.000 Audio Visual Labor	205.72	205.72		0.00	205.72	100%	0.00	$10.28
068	63.500 AREA 4 CHILDRENS LIBRARY & PROGRAM ROOM								
069	64.000 Demo	5,139.29	5,139.29		0.00	5,139.29	100%	0.00	$256.96
070	65.000 Lighting Fixtures/Materials	49,997.89	16,043.82		33954.07	49,997.89	100%	0.00	$2499.89
071	66.000 Lighting Labor	8,864.98	8,864.98		0.00	8,864.98	100%	0.00	$443.25
072	67.000 Panel Board Materials	453.19	453.19		0.00	453.19	100%	0.00	$22.66
073	68.000 Panel Board Labor	680.19	680.19		0.00	680.19	100%	0.00	$34.01
074	69.000 Branch Circuit Materials	335.16	335.16		0.00	335.16	100%	0.00	$16.76
075	70.000 Branch Circuit Labor	948.56	948.56		0.00	948.56	100%	0.00	$47.43
076	71.000 Wiring Devices Materials	790.28	790.28		0.00	790.28	100%	0.00	$39.51
077	72.000 Wiring Device Labor	1,957.70	1,957.70		0.00	1,957.70	100%	0.00	$97.89
078	73.000 Power Wiring Materials	2,740.97	2,740.97		0.00	2,740.97	100%	0.00	$137.05
079	74.000 Power Wiring Labor	3,872.50	3,872.50		0.00	3,872.50	100%	0.00	$193.63
080	75.000 Feeders Materials	785.68	785.68		0.00	785.68	100%	0.00	$39.28
081	76.000 Feeeder Labor	920.59	920.59		0.00	920.59	100%	0.00	$46.03
082	77.000 Fire Alarm Materials	4,797.59	4,797.59		0.00	4,797.59	100%	0.00	$239.88
083	78.000 Fire Alarm Labor	1,610.26	1,610.26		0.00	1,610.26	100%	0.00	$80.51
084	79.000 Teledata Materials	1,701.83	1,701.83		0.00	1,701.83	100%	0.00	$85.09
085	80.000 Teledata Labor	4,455.10	4,455.10		0.00	4,455.10	100%	0.00	$222.76
086	81.000 Audio Visual Materials	108.12	108.12		0.00	108.12	100%	0.00	$5.40
087	82.000 Audio Visual Labor	131.87	131.87		0.00	131.87	100%	0.00	$6.59
088	Change Orders								
089	83.00 Change Order 04-001	3509.28	1509.28	2000.00		3509.28	100%	0.00	$175.45
090	84.00 Change order 04-002	7053.22	2053.22	5000.00		7053.22	100%	0.00	$352.66
091	85.00 Change Order 04-003	13291.76	13291.76			13291.76	100%	0.00	$664.59
092	86.00 Change Order 04-004	13773.77	13773.77			13773.77	100%	0.00	$688.69
093	87.00 Change Order 04-005	14489.29	14489.29			14489.29	100%	0.00	$724.46
094	88.00 Change Order 04-006	15131.50	11348.62	3782.88		15131.50	100%	0.00	$756.57
095	89.00 Change Order 04-007	9850.00	0.00	9850.00		9850.00	100%	0.00	$479.00
	TOTALS	$ 514,409.82	$ 447,231.43	$ 25,632.88	$ 41,545.51	$ 514,409.82	100%	0.00	$ 25,706.88

AIA Document G 732 - 2017

Application and Certificate for Payment, Construction Manager as Adviser Edition

TO OWNER: MARLBORO FREE LIBRARY
1251 ROUTE 9W
MARLBORO, NY 12542

PROJECT: MARLBORO FREE LIBRARY
Addition & Interior Improvements
1251 Route 9W
Marlboro, NY 12542

VIA CONSTRUCTION MANAGER:

FROM CONTRACTOR: Ashley Mechanical, Inc.
27 Emerick Street
Kingston, NY 12401

CONTRACT FOR: PLUMBING

VIA ARCHITECT: BUTLER ROWLAND MAYS ARC
57 WEST HIGH STREET
BALLSTON SPA, NY 12020

APPLICATION NO: APP 06
PERIOD TO: 7/31/2026
CONTRACT DATE: 7/2/2025
PROJECT NOS: 25738

DISTRIBUTION TO:
OWNER
CONSTRUCTION MANGER
ARCHITECT
CONTRACTOR
FIELD

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the contract.
AIA Document G703™ Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM	$	182,575.00
2. NET CHANGES IN THE WORK	$	19,088.30
3. CONTRACT SUM TO DATE (Line 1 + 2)	$	201,663.30
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	$	197,463.30
5. RETAINAGE:		
a. 5.00 % of Completed Work (Columns D + E on G703)	$	9,873.17
b % of Stored Material (Column F on G703)		
Total Retainage (Line 5a + 5b or Total in Columns I on G 703)	$	9,873.17
6. TOTAL EARNED LESS RETAINAGE (Line 4 less 5 Total)	$	187,590.13
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	$	178,802.63
8. CURRENT PAYMENT DUE	$	8,787.50
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	$	14,073.17

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
PREVIOUS MONTHS	19,088.30	
TOTAL THIS MONTH		
TOTALS	19,088.30	
NET CHANGES	19,088.30	

The undersigned Contractor certifies that to the best of the Contractor 's knowledge, information and belief the Work covered by this application for Payment has been completed in accordance with the Contract Documents , that all amounts have been paid by the Contractor for Work which previous Certificates for Payment were issued and payments received from the Owner , and that current payment shown herein is now due .

CONTRACTOR: Ashley Mechanical, Inc.
By: _____ Date: 8-4-26

State of: NEW YORK
County of: ULSTER
Subscribed and sworn to before me this 4th day of August, 2026
Notary Public: Nancy J Niemynski
My Commission expires: 4-19-30

NANCY J NIEMYNSKI
Notary Public - State of New York
NO. 01NI6220569
Qualified in Ulster County
My Commission Expires 4-19-30

CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents , based on evaluations of the work and the data comprising this application , the Construction Manger and Architect certify to the Owner that to the best of their knowledge, information and belief the Work has progressed as indicated , the quality of the Work is in accordance with the Contract Documents , and the Contractor is entitled to payment of the AMOUNT CERTIFIED .

AMOUNT CERTIFIED .....

(Attach explanation if amount certified differs from the amount applied for . Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified .)

CONSTRUCTION MANAGER:
By: _____ Date: _____

ARCHITECT: (NOTE: If Multiple Prime Contractors are responsible for performing portions of the Project, the Architect 's Certification is not required .)
By: _____ Date: 8/5/2026

This Certificate is not negotiable . The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract .

TO OWNER/CLIENT:

Marlboro Free Library
1251 Route 9W
Marlboro, New York 12542

PROJECT:

Marlboro Free Library - Addition & Interior Renovations
1251 Route 9W
Marlboro, New York 12542

APPLICATION NO: 11
INVOICE NO: 11
PERIOD: 07/01/26 - 07/31/26
PROJECT NO: GC-25-106
CONTRACT DATE:

FROM CONTRACTOR:

Barone Construction Group, Inc
23 New Paltz Rd. P.O. Box 876
Highland, New York 12528

VIA ARCHITECT/ENGINEER:

Butler Rowland Mays Architects, LLP (Butler Rowland Mays Architects, LLP)
57 West High Street
Ballston Spa, New York 12020

CONTRACT FOR: General Construction

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

1.	Original Contract Sum		$1,545,000.00
2.	Net change by change orders		$118,920.00
3.	Contract Sum to date (Line 1 ± 2)		$1,663,920.00
4.	Total completed and stored to date (Column G on detail sheet)		$1,663,920.00
5.	Retainage:		
	a. 5.00% of completed work	$83,196.03	
	b. 0.00% of stored material	$0.00	
	Total retainage (Line 5a + 5b or total in column I of detail sheet)		$83,196.03
6.	Total earned less retainage (Line 4 less Line 5 Total)		$1,580,723.97
7.	Less previous certificates for payment (Line 6 from prior certificate)		$1,517,606.45
8.	Current payment due:		$63,117.52
9.	Balance to finish, including retainage (Line 3 less Line 6)		$83,196.03

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	$131,080.00	$(12,160.00)
Total approved this month:	$0.00	$0.00
Totals:	$131,080.00	$(12,160.00)
Net change by change orders:	$118,920.00	

The undersigned certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work which previous Certificates for payment were issued and payments received from the Owner/Client, and that current payments shown herein is now due.

CONTRACTOR: Barone Construction Group, Inc

By: _____ Date: _____

State of:
County of:
Subscribed and sworn to before
me this day of
Notary Public:
My commission expires:

ARCHITECT'S/ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on the on-site observations and the data comprising this application, the Architect/Engineer certifies to the Owner/Client that to the best of the Architect's/Engineer's knowledge, information and belief that Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: $63,117.52

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to confirm the amount certified.)

ARCHITECT/ENGINEER:

By: _____ Date: _____

This certificate is not negotiable. The amount certified is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to the rights of the Owner/Client or Contractor under this Contract.

Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing
Contractor's signed Certification is attached.
Use Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER: 11
APPLICATION DATE: 7/31/2026
PERIOD: 07/01/26 - 07/31/26

Contract Lines

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1		Bonds/Insurance	$40,000.00	$40,000.00	$0.00	$0.00	$40,000.00	100.00%	$0.00	$2,000.00
2		General Conditions	$99,000.00	$94,050.00	$4,950.00	$0.00	$99,000.00	100.00%	$0.00	$4,950.00
3		Meeting Room & Vestibule	$0.00	$0.00	$0.00	$0.00	$0.00	100.00%	$0.00	$0.00
4		Erosion Control	$5,000.00	$5,000.00	$0.00	$0.00	$5,000.00	100.00%	$0.00	$250.00
5		Site Removals	$19,000.00	$19,000.00	$0.00	$0.00	$19,000.00	100.00%	$0.00	$950.00
6		Building Excavation Labor	$5,000.00	$5,000.00	$0.00	$0.00	$5,000.00	100.00%	$0.00	$250.00
7		Building Excavation Material	$2,000.00	$2,000.00	$0.00	$0.00	$2,000.00	100.00%	$0.00	$100.00
8		Sidewalk Prep Labor	$4,500.00	$4,500.00	$0.00	$0.00	$4,500.00	100.00%	$0.00	$225.00
9		Sidewalk Prep Material	$2,500.00	$2,500.00	$0.00	$0.00	$2,500.00	100.00%	$0.00	$125.00
10		Grading Parking Lot Labor	$2,500.00	$2,500.00	$0.00	$0.00	$2,500.00	100.00%	$0.00	$125.00
11		Grading Parking Lot Material	$5,000.00	$5,000.00	$0.00	$0.00	$5,000.00	100.00%	$0.00	$250.00
12		Concrete Sidewalks/Curbs Labor	$25,000.00	$25,000.00	$0.00	$0.00	$25,000.00	100.00%	$0.00	$1,250.00
13		Concrete Sidewalks/Curbs Material	$10,000.00	$10,000.00	$0.00	$0.00	$10,000.00	100.00%	$0.00	$500.00
14		Asphalt Paving Labor	$15,000.00	$15,000.00	$0.00	$0.00	$15,000.00	100.00%	$0.00	$750.00
15		Asphalt Paving Material	$30,000.00	$30,000.00	$0.00	$0.00	$30,000.00	100.00%	$0.00	$1,500.00
16		Retaining Wall Labor	$35,000.00	$35,000.00	$0.00	$0.00	$35,000.00	100.00%	$0.00	$1,750.00
17		Retaining Wall Material	$29,500.00	$29,500.00	$0.00	$0.00	$29,500.00	100.00%	$0.00	$1,475.00
18		Site Restoration	$15,000.00	$15,000.00	$0.00	$0.00	$15,000.00	100.00%	$0.00	$750.00
19		Concrete Footing Labor	$5,500.00	$5,500.00	$0.00	$0.00	$5,500.00	100.00%	$0.00	$275.00
20		Concrete Footing Material	$2,000.00	$2,000.00	$0.00	$0.00	$2,000.00	100.00%	$0.00	$100.00
21		Concrete Foundation Labor	$15,000.00	$15,000.00	$0.00	$0.00	$15,000.00	100.00%	$0.00	$750.00
22		Concrete Foundation Material	$4,500.00	$4,500.00	$0.00	$0.00	$4,500.00	100.00%	$0.00	$225.00
23		Concrete Slab-on-Grade Labor	$7,500.00	$7,500.00	$0.00	$0.00	$7,500.00	100.00%	$0.00	$375.00
24		Concrete Slab-on-Grade Material	$5,500.00	$5,500.00	$0.00	$0.00	$5,500.00	100.00%	$0.00	$275.00
25		Rebar Labor	$2,500.00	$2,500.00	$0.00	$0.00	$2,500.00	100.00%	$0.00	$125.00
26		Rebar Material	$3,500.00	$3,500.00	$0.00	$0.00	$3,500.00	100.00%	$0.00	$175.00
27		Structural Steel Labor	$35,000.00	$35,000.00	$0.00	$0.00	$35,000.00	100.00%	$0.00	$1,750.00
28		Structural Steel Material	$65,000.00	$65,000.00	$0.00	$0.00	$65,000.00	100.00%	$0.00	$3,250.00
29		Misc. Steel Labor	$15,000.00	$15,000.00	$0.00	$0.00	$15,000.00	100.00%	$0.00	$750.00
30		Misc. Steel Material	$7,500.00	$7,500.00	$0.00	$0.00	$7,500.00	100.00%	$0.00	$375.00
31		Exterior Framing Labor	$17,500.00	$17,500.00	$0.00	$0.00	$17,500.00	100.00%	$0.00	$875.00
32		Exterior Framing Material	$8,500.00	$8,500.00	$0.00	$0.00	$8,500.00	100.00%	$0.00	$425.00
33		Roofing Labor	$35,000.00	$33,250.00	$1,750.00	$0.00	$35,000.00	100.00%	$0.00	$1,750.00
34		Roofing Material	$40,000.00	$38,000.00	$2,000.00	$0.00	$40,000.00	100.00%	$0.00	$2,000.00

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
35		Siding Labor	$25,000.00	$17,500.00	$7,500.00	$0.00	$25,000.00	100.00%	$0.00	$1,250.00
36		Siding Material	$15,000.00	$10,500.00	$4,500.00	$0.00	$15,000.00	100.00%	$0.00	$750.00
37		Aluminum Entrances and Windows Labor	$20,000.00	$20,000.00	$0.00	$0.00	$20,000.00	100.00%	$0.00	$1,000.00
38		Aluminum Entrances and Windows Material	$45,000.00	$45,000.00	$0.00	$0.00	$45,000.00	100.00%	$0.00	$2,250.00
39		Staff Area & Conference Room	$0.00	$0.00	$0.00	$0.00	$0.00	100.00%	$0.00	$0.00
40		Demo	$40,000.00	$40,000.00	$0.00	$0.00	$40,000.00	100.00%	$0.00	$2,000.00
41		Framing Labor	$13,000.00	$13,000.00	$0.00	$0.00	$13,000.00	100.00%	$0.00	$650.00
42		Framing Material	$8,000.00	$8,000.00	$0.00	$0.00	$8,000.00	100.00%	$0.00	$400.00
43		Gypsum Labor	$6,000.00	$6,000.00	$0.00	$0.00	$6,000.00	100.00%	$0.00	$300.00
44		Gypsum Material	$3,000.00	$3,000.00	$0.00	$0.00	$3,000.00	100.00%	$0.00	$150.00
45		Flooring Labor	$10,000.00	$10,000.00	$0.00	$0.00	$10,000.00	100.00%	$0.00	$500.00
46		Flooring Material	$10,000.00	$10,000.00	$0.00	$0.00	$10,000.00	100.00%	$0.00	$500.00
47		Doors & Hardware Labor	$4,000.00	$4,000.00	$0.00	$0.00	$4,000.00	100.00%	$0.00	$200.00
48		Doors & Hardware Material	$10,000.00	$10,000.00	$0.00	$0.00	$10,000.00	100.00%	$0.00	$500.00
49		Ceiling Labor	$20,000.00	$20,000.00	$0.00	$0.00	$20,000.00	100.00%	$0.00	$1,000.00
50		Ceiling Material	$9,000.00	$9,000.00	$0.00	$0.00	$9,000.00	100.00%	$0.00	$450.00
51		Millwork Labor	$47,000.00	$47,000.00	$0.00	$0.00	$47,000.00	100.00%	$0.00	$2,350.00
52		Millwork Material	$67,000.00	$67,000.00	$0.00	$0.00	$67,000.00	100.00%	$0.00	$3,350.00
53		Wetwall Labor	$3,000.00	$3,000.00	$0.00	$0.00	$3,000.00	100.00%	$0.00	$150.00
54		Wetwall Material	$5,000.00	$5,000.00	$0.00	$0.00	$5,000.00	100.00%	$0.00	$250.00
55		Ceramic Tile Labor	$2,000.00	$2,000.00	$0.00	$0.00	$2,000.00	100.00%	$0.00	$100.00
56		Ceramic Tile Material	$2,000.00	$2,000.00	$0.00	$0.00	$2,000.00	100.00%	$0.00	$100.00
57		Painting/Taping Labor	$20,000.00	$20,000.00	$0.00	$0.00	$20,000.00	100.00%	$0.00	$1,000.00
58		Painting/Taping Material	$7,000.00	$7,000.00	$0.00	$0.00	$7,000.00	100.00%	$0.00	$350.00
59		Upgrades to Bathrooms & Adult Collection Space	$0.00	$0.00	$0.00	$0.00	$0.00	100.00%	$0.00	$0.00
60		Demo	$5,000.00	$5,000.00	$0.00	$0.00	$5,000.00	100.00%	$0.00	$250.00
61		Framing Labor	$4,500.00	$4,500.00	$0.00	$0.00	$4,500.00	100.00%	$0.00	$225.00
62		Framing Material	$2,500.00	$2,500.00	$0.00	$0.00	$2,500.00	100.00%	$0.00	$125.00
63		Aluminum Entrances Labor	$12,500.00	$9,375.00	$3,125.00	$0.00	$12,500.00	100.00%	$0.00	$625.00
64		Aluminum Entrances Material	$35,000.00	$26,250.00	$8,750.00	$0.00	$35,000.00	100.00%	$0.00	$1,750.00
65		Gypsum Labor	$4,500.00	$4,500.00	$0.00	$0.00	$4,500.00	100.00%	$0.00	$225.00
66		Gypsum Material	$2,000.00	$2,000.00	$0.00	$0.00	$2,000.00	100.00%	$0.00	$100.00
67		Ceramic Tile Labor	$9,500.00	$9,500.00	$0.00	$0.00	$9,500.00	100.00%	$0.00	$475.00
68		Ceramic Tile Material	$9,500.00	$9,500.00	$0.00	$0.00	$9,500.00	100.00%	$0.00	$475.00
69		Wet Wall Labor	$8,500.00	$8,500.00	$0.00	$0.00	$8,500.00	100.00%	$0.00	$425.00
70		Wetwall Material	$30,000.00	$30,000.00	$0.00	$0.00	$30,000.00	100.00%	$0.00	$1,500.00
71		Ceilings Labor	$23,000.00	$23,000.00	$0.00	$0.00	$23,000.00	100.00%	$0.00	$1,150.00

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
72		Ceiling Material	$11,500.00	$11,500.00	$0.00	$0.00	$11,500.00	100.00%	$0.00	$575.00
73		Division 10 Labor	$2,000.00	$2,000.00	$0.00	$0.00	$2,000.00	100.00%	$0.00	$100.00
74		Division 10 Material	$7,000.00	$7,000.00	$0.00	$0.00	$7,000.00	100.00%	$0.00	$350.00
75		Painting Labor	$65,000.00	$65,000.00	$0.00	$0.00	$65,000.00	100.00%	$0.00	$3,250.00
76		Painting Material	$35,000.00	$35,000.00	$0.00	$0.00	$35,000.00	100.00%	$0.00	$1,750.00
77		Doors & Hardware Labor	$6,500.00	$6,500.00	$0.00	$0.00	$6,500.00	100.00%	$0.00	$325.00
78		Doors & Hardware Material	$30,000.00	$30,000.00	$0.00	$0.00	$30,000.00	100.00%	$0.00	$1,500.00
79		Childrens Area	$0.00	$0.00	$0.00	$0.00	$0.00	100.00%	$0.00	$0.00
80		Demo	$20,000.00	$20,000.00	$0.00	$0.00	$20,000.00	100.00%	$0.00	$1,000.00
81		Framing Labor	$8,500.00	$8,500.00	$0.00	$0.00	$8,500.00	100.00%	$0.00	$425.00
82		Framing Material	$3,500.00	$3,500.00	$0.00	$0.00	$3,500.00	100.00%	$0.00	$175.00
83		Gypsum Labor	$6,500.00	$6,500.00	$0.00	$0.00	$6,500.00	100.00%	$0.00	$325.00
84		Gypsum Material	$2,000.00	$2,000.00	$0.00	$0.00	$2,000.00	100.00%	$0.00	$100.00
85		Aluminum Entrances Labor	$35,000.00	$35,000.00	$0.00	$0.00	$35,000.00	100.00%	$0.00	$1,750.00
86		Aluminum Entrances Material	$85,000.00	$85,000.00	$0.00	$0.00	$85,000.00	100.00%	$0.00	$4,250.00
87		Flooring Labor	$15,000.00	$15,000.00	$0.00	$0.00	$15,000.00	100.00%	$0.00	$750.00
88		Flooring Material	$9,500.00	$9,500.00	$0.00	$0.00	$9,500.00	100.00%	$0.00	$475.00
89		Ceiling Labor	$20,000.00	$20,000.00	$0.00	$0.00	$20,000.00	100.00%	$0.00	$1,000.00
90		Ceiling Material	$10,000.00	$10,000.00	$0.00	$0.00	$10,000.00	100.00%	$0.00	$500.00
91		Siding Labor	$12,000.00	$12,000.00	$0.00	$0.00	$12,000.00	100.00%	$0.00	$600.00
92		Siding Material	$10,000.00	$10,000.00	$0.00	$0.00	$10,000.00	100.00%	$0.00	$500.00
		TOTALS:	**$1,545,000.00**	**$1,512,425.00**	**$32,575.00**	**$0.00**	**$1,545,000.00**	**100.00%**	**$0.00**	**$77,250.00**

Change Orders

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
93	**PCCO#001**								
93.1	**PCO#002**								
93.1.1	CO #1	$5,254.00	$5,254.00	$0.00	$0.00	$5,254.00	100.00%	$0.00	$262.70
94	**PCCO#002**								
94.1	**PCO#003**								
94.1.1		$11,670.00	$11,670.00	$0.00	$0.00	$11,670.00	100.00%	$0.00	$583.50
95	**PCCO#003**								
95.1	**PCO#005**								
95.1.1	CO #3	$3,863.00	$3,863.00	$0.00	$0.00	$3,863.00	100.00%	$0.00	$193.16

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
96	**PCCO#004**								
96.1	**PCO#006**								
96.1.1	Abatement	$6,778.00	$6,778.00	$0.00	$0.00	$6,778.00	100.00%	$0.00	$338.90
97	**PCCO#005**								
97.1	**PCO#007**								
97.1.1	CO #5	$14,810.00	$14,810.00	$0.00	$0.00	$14,810.00	100.00%	$0.00	$740.50
98	**PCCO#006**								
98.1	**PCO#008**								
98.1.1	CO #6	$17,000.00	$17,000.00	$0.00	$0.00	$17,000.00	100.00%	$0.00	$850.00
99	**PCCO#007**								
99.1	**PCO#009**								
99.1.1	CO #7	$12,197.00	$12,197.00	$0.00	$0.00	$12,197.00	100.00%	$0.00	$609.86
100	**PCCO#008**								
100.1	**PCO#010**								
100.1.1	CO #8	$3,863.00	$3,863.00	$0.00	$0.00	$3,863.00	100.00%	$0.00	$193.15
101	**PCCO#009**								
101.1	**PCO#011**								
101.1.1	CO #9	$10,783.00	$5,391.50	$5,391.50	$0.00	$10,783.00	100.00%	$0.00	$539.16
102	**PCCO#010**								
102.1	**PCO#012**								
102.1.1	CO #10 - Stairs & Handrails	$21,852.00	$16,389.00	$5,463.00	$0.00	$21,852.00	100.00%	$0.00	$1,092.60
103	**PCCO#011**								
103.1	**PCO#013**								
103.1.1	CO #10 - Masonry Cleaning	$16,998.00	$0.00	$16,998.00	$0.00	$16,998.00	100.00%	$0.00	$849.90
104	**PCCO#012**								
104.1	**PCO#014**								
104.1.1	CO #12	$6,012.00	$0.00	$6,012.00	$0.00	$6,012.00	100.00%	$0.00	$300.60
105	**PCCO#013**								
105.1	**PCO#015**								
105.1.1	CO #13	$(12,160.00)	$(12,160.00)	$0.00	$0.00	$(12,160.00)	100.00%	$0.00	$(608.00)
	TOTALS:	**$118,920.00**	**$85,055.50**	**$33,864.50**	**$0.00**	**$118,920.00**	**100.00%**	**$0.00**	**$5,946.03**

Grand Totals

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	GRAND TOTALS:	$1,663,920.00	$1,597,480.50	$66,439.50	$0.00	$1,663,920.00	100.00%	$0.00	$83,196.03

APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER: Marlboro Free Library
1251 Route 9W
Marlboro NY 12542

PROJECT: Marlboro Free Library
Addition & Interior Improvement
1251 Route 9W
Marlboro NY 12542

APPLICATION NO.: 12
PERIOD TO: 7/31/2026

Distribution To:
- ☐ OWNER
- ☐ CONSTRUCTION MANAGER
- ☐ ARCHITECT
- ☐ CONTRACTOR
- ☐ FIELD
- ☐ OTHER

FROM CONTRACTOR: DJ Heating & Air Conditioning Inc
1409 Route 9W
Marlboro NY 12542

VIA CONSTRUCTION CONTRACTOR:

Contract Date:
PROJECT NOS:

CONTRACT FOR: HVCA/Mechanical

VIA ARCHITECT: Butler Rowland Mays Architects, LLP

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM		$ 647,000.00
2. Net change by Change Orders		$ 1,925.00
3. CONTRACT SUM TO DATE (Line 1 +/- 2)		$ 648,925.00
4. TOTAL COMPLETED & STORED TO DATE		$ 634,025.00
5. RETAINAGE:		
a. 5 % of Completed Work (Columns D + E on G703)	$ 31,701.25	
b. ____ % of Stored Material (Column F on G703)	$	
Total Retainage (Line 5a + 5b or Total in Column I of G703)		$ 31,701.25
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)		$ 602,323.75
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)		$ 563,088.75
8. CURRENT PAYMENT DUE		$ 39,235.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	$ 46,601.25	

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	0.00	0.00
Total approved this Month		
TOTALS	0.00	0.00
NET CHANGES by Change Order		

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: D.J. Heating & Air Conditioning, Inc.

By: _____ Date: July 20, 2026

State of: New York
County of: Ulster
Subscribed and sworn to before me this 20th day July 2026

COURTNEY ROSE DEHN
Notary Public, State of New York
Registration NO. 01DE6282436
Qualified In Ulster County
My Commission Expires May 28, 20__

Notary Public:
My Commission expires: May 28, 2029

CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on evaluations of the Work and the data comprising the application, the Construction Manager and Architect certify to the Owner that to the best of their knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED $ 39,235.00
(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation sheet that are changed to conform to the amount certified.)

CONSTRUCTION MANAGER:

By: _____ Date: _____

ARCHITECT:

By: _____ Date: 8/3/2026

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side) PAGE 1 OF PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.
In tabulations below, amounts are stated to the nearest dollar.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER: 11
APPLICATION DATE: 7/20/2026
PERIOD TO: 7/31/2026
ARCHITECT'S PROJECT NO:

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK Schedule of Values	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (D+E)	WORK COMPLETED THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G/C)	BALANCE TO FINISH (C-G)	RETAINAGE
1	Bonds and Insurances	10,000.00	10,000.00			10,000.00	100%	0.00	500.00
2	Mobilization	5,000.00	5,000.00			5,000.00	100%	0.00	250.00
3	Submittals and Shop Drawings	6,000.00	6,000.00			6,000.00	100%	0.00	300.00
4	Close-out documents	6,500.00				0.00	0%	6,500.00	0.00
5	Punch list	6,500.00				0.00	0%	6,500.00	0.00
6	**Grant #1 - Meeting Room & Vestibule**								
7	Demo	7,000.00	7,000.00			7,000.00	100%	0.00	350.00
8	RTUs - Labor	8,000.00	8,000.00			8,000.00	100%	0.00	400.00
9	RTUs - Material	96,000.00	96,000.00			96,000.00	100%	0.00	4,800.00
10	Electric Heaters - Labor	1,000.00	1,000.00			1,000.00	100%	0.00	50.00
11	Electric Heaters - Material	1,000.00	1,000.00			1,000.00	100%	0.00	50.00
12	Exhaust Fans - Labor	1,000.00	1,000.00			1,000.00	100%	0.00	50.00
13	Exhaust Fans - Material	1,500.00	1,500.00			1,500.00	100%	0.00	75.00
14	Ductwork Fabrication	13,000.00	11,700.00	1,300.00		13,000.00	100%	0.00	650.00
15	Ductwork Installation	13,000.00	11,700.00	1,300.00		13,000.00	100%	0.00	650.00
16	Registers and Grilles - Labor	2,500.00	1,875.00	625.00		2,500.00	100%	0.00	125.00
17	Registers and Grilles - Material	2,500.00	2,500.00			2,500.00	100%	0.00	125.00
18	Insulation - Labor	2,500.00	2,250.00			2,250.00	90%	250.00	112.50
19	Insulation - Material	1,500.00	1,350.00			1,350.00	90%	150.00	67.50
20	Controls - Labor	6,000.00	4,500.00			4,500.00	75%	1,500.00	225.00
21	Controls - Material	6,000.00	6,000.00			6,000.00	100%	0.00	300.00
22	Testing and Balancing	2,000.00		2,000.00		2,000.00	100%	0.00	100.00
23	**Grant #3 - Mechanical Upgrades**								
24	Demo	15,000.00	15,000.00			15,000.00	100%	0.00	750.00
25	RTUs - Labor	27,000.00	27,000.00			27,000.00	100%	0.00	1,350.00
26	RTUs - Material	144,000.00	144,000.00			144,000.00	100%	0.00	7,200.00
27	ERVs - Labor	4,000.00	4,000.00			4,000.00	100%	0.00	200.00
28	ERVs - Material	4,000.00	4,000.00			4,000.00	100%	0.00	200.00
29	Split Systems - Labor	22,000.00	17,600.00	4,400.00		22,000.00	100%	0.00	1,100.00
30	Split Systems - Material	33,000.00	33,000.00			33,000.00	100%	0.00	1,650.00
31	Electric Heaters - Labor	1,000.00	750.00	250.00		1,000.00	100%	0.00	50.00
32	Electric Heaters - Material	3,000.00	3,000.00			3,000.00	100%	0.00	150.00
	Sub total	451,500.00	426,725.00	9,875.00	0.00	436,600.00	97%	14,900.00	21,830.00

CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side) PAGE 1 OF PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.
In tabulations below, amounts are stated to the nearest dollar.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER:
APPLICATION DATE:
PERIOD TO:
ARCHITECT'S PROJECT NO:

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK Schedule of Values	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (D+E)	WORK COMPLETED THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G/C)	BALANCE TO FINISH (C-G)	RETAINAGE
33	**Grant #3 - Mechanical Upgrades Cont'd**								
34	Exhaust Fans - Labor	2,000.00	2,000.00			2,000.00	100%	0.00	100.00
35	Exhaust Fans - Material	4,000.00	4,000.00			4,000.00	100%	0.00	200.00
36	Ductwork Fabrication	26,000.00	19,600.00	6,400.00		26,000.00	100%	0.00	1,300.00
37	Ductwork Installation	26,000.00	19,600.00	6,400.00		26,000.00	100%	0.00	1,300.00
38	Registers and Grilles - Labor	3,000.00	1,800.00	1,200.00		3,000.00	100%	0.00	150.00
39	Registers and Grilles - Material	2,500.00	2,500.00			2,500.00	100%	0.00	125.00
40	Insulation - Labor	4,000.00	2,400.00	1,600.00		4,000.00	100%	0.00	200.00
41	Insulation - Material	2,000.00	1,200.00	800.00		2,000.00	100%	0.00	100.00
42	Controls - Labor	9,000.00	5,800.00	3,200.00		9,000.00	100%	0.00	450.00
43	Controls - Material	3,000.00	3,000.00			3,000.00	100%	0.00	150.00
44	Testing and Balancing	2,000.00		2,000.00		2,000.00	100%	0.00	100.00
45									
46	**Grant #4 - Children's Library**								
47	Demo	7,000.00	7,000.00			7,000.00	100%	0.00	350.00
48	RTUs - Labor	8,000.00	8,000.00			8,000.00	100%	0.00	400.00
49	RTUs - Material	48,000.00	48,000.00			48,000.00	100%	0.00	2,400.00
50	Ductwork Fabrication	13,000.00	13,000.00			13,000.00	100%	0.00	650.00
51	Ductwork Installation	13,000.00	13,000.00			13,000.00	100%	0.00	650.00
52	Registers and Grilles - Labor	2,500.00	1,875.00	625.00		2,500.00	100%	0.00	125.00
53	Registers and Grilles - Material	2,500.00	2,500.00			2,500.00	100%	0.00	125.00
54	Insulation - Labor	2,500.00		2,500.00		2,500.00	100%	0.00	125.00
55	Insulation - Material	1,500.00		1,500.00		1,500.00	100%	0.00	75.00
56	Controls - Labor	9,000.00	5,800.00	3,200.00		9,000.00	100%	0.00	450.00
57	Controls - Material	3,000.00	3,000.00			3,000.00	100%	0.00	150.00
58	Testing and Balancing	2,000.00		2,000.00		2,000.00	100%	0.00	100.00
59									
60	CO001 Control Board	1,925.00	1,925.00			1,925.00	100%	0.00	96.25
61									
62									
	Sub total	197,425.00	166,000.00	31,425.00	0.00	197,425.00	100%	0.00	9,871.25

CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side) PAGE 1 OF PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.
In tabulations below, amounts are stated to the nearest dollar.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER:
APPLICATION DATE:
PERIOD TO:
ARCHITECT'S PROJECT NO:

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK Schedule of Values	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (D+E)	WORK COMPLETED THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G/C)	BALANCE TO FINISH (C-G)	RETAINAGE
63									
64									
65									
66									
67									
68									
69									
70									
71									
72									
73									
74									
75									
76									
	Subtotal	0.00	0.00	0.00	0.00	0.00	#DIV/0!	0.00	0.00
	Total	648,925.00	592,725.00	41,300.00	0.00	634,025.00	98%	14,900.00	31,701.25

TO OWNER/CLIENT:
Marlboro Free Library
1251 Route 9W
Marlboro, New York 12542

FROM CONTRACTOR:
Barone Construction Group, Inc
23 New Paltz Rd. P.O. Box 876
Highland, New York 12528

CONTRACT FOR: General Construction

PROJECT:
Marlboro Free Library - Addition & Interior Renovations
1251 Route 9W
Marlboro, New York 12542

VIA ARCHITECT/ENGINEER:
Butler Rowland Mays Architects, LLP (Butler Rowland Mays Architects, LLP)
57 West High Street
Ballston Spa, New York 12020

APPLICATION NO: 11
INVOICE NO: 11
PERIOD: 07/01/26 - 07/31/26
PROJECT NO: GC-25-106
CONTRACT DATE:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

1.	Original Contract Sum		$1,545,000.00
2.	Net change by change orders		$118,920.00
3.	Contract Sum to date (Line 1 ± 2)		$1,663,920.00
4.	Total completed and stored to date (Column G on detail sheet)		$1,663,920.00
5.	Retainage:		
	a. 5.00% of completed work	$83,196.03	
	b. 0.00% of stored material	$0.00	
	Total retainage (Line 5a + 5b or total in column I of detail sheet)		$83,196.03
6.	Total earned less retainage (Line 4 less Line 5 Total)		$1,580,723.97
7.	Less previous certificates for payment (Line 6 from prior certificate)		$1,517,606.45
8.	Current payment due:		$63,117.52
9.	Balance to finish, including retainage (Line 3 less Line 6)		$83,196.03

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	$131,080.00	$(12,160.00)
Total approved this month:	$0.00	$0.00
Totals:	$131,080.00	$(12,160.00)
Net change by change orders:	$118,920.00	

The undersigned certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work which previous Certificates for payment were issued and payments received from the Owner/Client, and that current payments shown herein is now due.

CONTRACTOR: Barone Construction Group, Inc

By: _____ Date: 7/27/26

State of: NEW YORK
County of: ULSTER
Subscribed and sworn to before me this 27 day of JULY 2026
Notary Public: _____
My commission expires: 10/20/28

MATTHEW C ROCKETT
NOTARY PUBLIC-STATE OF NEW YORK
No. 01RO6195377
Qualified in Dutchess County
My Commission Expires 10/20/28

ARCHITECT'S/ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on the on-site observations and the data comprising this application, the Architect/Engineer certifies to the Owner/Client that to the best of the Architect's/Engineer's knowledge, information and belief that Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: $63,117.52

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to confirm the amount certified.)

ARCHITECT/ENGINEER:

By: _____ Date: 8/5/2026

This certificate is not negotiable. The amount certified is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to the rights of the Owner/Client or Contractor under this Contract.

TO OWNER/CLIENT:
Marlboro Free Library
1251 Route 9W
Marlboro, New York 12542

PROJECT:
Marlboro Free Library - Addition & Interior Renovations
1251 Route 9W
Marlboro, New York 12542

APPLICATION NO: 11
INVOICE NO: 11
PERIOD: 07/01/26 - 07/31/26
PROJECT NO: GC-25-106
CONTRACT DATE:

FROM CONTRACTOR:
Barone Construction Group, Inc
23 New Paltz Rd. P.O. Box 876
Highland, New York 12528

VIA ARCHITECT/ENGINEER:
Butler Rowland Mays Architects, LLP (Butler Rowland Mays Architects, LLP)
57 West High Street
Ballston Spa, New York 12020

CONTRACT FOR: General Construction

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

1.	Original Contract Sum		$1,545,000.00
2.	Net change by change orders		$118,920.00
3.	Contract Sum to date (Line 1 ± 2)		$1,663,920.00
4.	Total completed and stored to date (Column G on detail sheet)		$1,663,920.00
5.	Retainage:		
	a. 5.00% of completed work	$83,196.03	
	b. 0.00% of stored material	$0.00	
	Total retainage (Line 5a + 5b or total in column I of detail sheet)		$83,196.03
6.	Total earned less retainage (Line 4 less Line 5 Total)		$1,580,723.97
7.	Less previous certificates for payment (Line 6 from prior certificate)		$1,517,606.45
8.	Current payment due:		$63,117.52
9.	Balance to finish, including retainage (Line 3 less Line 6)		$83,196.03

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	$131,080.00	$(12,160.00)
Total approved this month:	$0.00	$0.00
Totals:	$131,080.00	$(12,160.00)
Net change by change orders:	$118,920.00	

The undersigned certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work which previous Certificates for payment were issued and payments received from the Owner/Client, and that current payments shown herein is now due.

CONTRACTOR: Barone Construction Group, Inc

By: _____ Date: _____

State of:
County of:
Subscribed and sworn to before
me this day of
Notary Public:
My commission expires:

ARCHITECT'S/ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on the on-site observations and the data comprising this application, the Architect/Engineer certifies to the Owner/Client that to the best of the Architect's/Engineer's knowledge, information and belief that Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: $63,117.52

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to confirm the amount certified.)

ARCHITECT/ENGINEER:

By: _____ Date: _____

This certificate is not negotiable. The amount certified is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to the rights of the Owner/Client or Contractor under this Contract.

Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing
Contractor's signed Certification is attached.
Use Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER: 11
APPLICATION DATE: 7/31/2026
PERIOD: 07/01/26 - 07/31/26

Contract Lines

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1		Bonds/Insurance	$40,000.00	$40,000.00	$0.00	$0.00	$40,000.00	100.00%	$0.00	$2,000.00
2		General Conditions	$99,000.00	$94,050.00	$4,950.00	$0.00	$99,000.00	100.00%	$0.00	$4,950.00
3		Meeting Room & Vestibule	$0.00	$0.00	$0.00	$0.00	$0.00	100.00%	$0.00	$0.00
4		Erosion Control	$5,000.00	$5,000.00	$0.00	$0.00	$5,000.00	100.00%	$0.00	$250.00
5		Site Removals	$19,000.00	$19,000.00	$0.00	$0.00	$19,000.00	100.00%	$0.00	$950.00
6		Building Excavation Labor	$5,000.00	$5,000.00	$0.00	$0.00	$5,000.00	100.00%	$0.00	$250.00
7		Building Excavation Material	$2,000.00	$2,000.00	$0.00	$0.00	$2,000.00	100.00%	$0.00	$100.00
8		Sidewalk Prep Labor	$4,500.00	$4,500.00	$0.00	$0.00	$4,500.00	100.00%	$0.00	$225.00
9		Sidewalk Prep Material	$2,500.00	$2,500.00	$0.00	$0.00	$2,500.00	100.00%	$0.00	$125.00
10		Grading Parking Lot Labor	$2,500.00	$2,500.00	$0.00	$0.00	$2,500.00	100.00%	$0.00	$125.00
11		Grading Parking Lot Material	$5,000.00	$5,000.00	$0.00	$0.00	$5,000.00	100.00%	$0.00	$250.00
12		Concrete Sidewalks/Curbs Labor	$25,000.00	$25,000.00	$0.00	$0.00	$25,000.00	100.00%	$0.00	$1,250.00
13		Concrete Sidewalks/Curbs Material	$10,000.00	$10,000.00	$0.00	$0.00	$10,000.00	100.00%	$0.00	$500.00
14		Asphalt Paving Labor	$15,000.00	$15,000.00	$0.00	$0.00	$15,000.00	100.00%	$0.00	$750.00
15		Asphalt Paving Material	$30,000.00	$30,000.00	$0.00	$0.00	$30,000.00	100.00%	$0.00	$1,500.00
16		Retaining Wall Labor	$35,000.00	$35,000.00	$0.00	$0.00	$35,000.00	100.00%	$0.00	$1,750.00
17		Retaining Wall Material	$29,500.00	$29,500.00	$0.00	$0.00	$29,500.00	100.00%	$0.00	$1,475.00
18		Site Restoration	$15,000.00	$15,000.00	$0.00	$0.00	$15,000.00	100.00%	$0.00	$750.00
19		Concrete Footing Labor	$5,500.00	$5,500.00	$0.00	$0.00	$5,500.00	100.00%	$0.00	$275.00
20		Concrete Footing Material	$2,000.00	$2,000.00	$0.00	$0.00	$2,000.00	100.00%	$0.00	$100.00
21		Concrete Foundation Labor	$15,000.00	$15,000.00	$0.00	$0.00	$15,000.00	100.00%	$0.00	$750.00
22		Concrete Foundation Material	$4,500.00	$4,500.00	$0.00	$0.00	$4,500.00	100.00%	$0.00	$225.00
23		Concrete Slab-on-Grade Labor	$7,500.00	$7,500.00	$0.00	$0.00	$7,500.00	100.00%	$0.00	$375.00
24		Concrete Slab-on-Grade Material	$5,500.00	$5,500.00	$0.00	$0.00	$5,500.00	100.00%	$0.00	$275.00
25		Rebar Labor	$2,500.00	$2,500.00	$0.00	$0.00	$2,500.00	100.00%	$0.00	$125.00
26		Rebar Material	$3,500.00	$3,500.00	$0.00	$0.00	$3,500.00	100.00%	$0.00	$175.00
27		Structural Steel Labor	$35,000.00	$35,000.00	$0.00	$0.00	$35,000.00	100.00%	$0.00	$1,750.00
28		Structural Steel Material	$65,000.00	$65,000.00	$0.00	$0.00	$65,000.00	100.00%	$0.00	$3,250.00
29		Misc. Steel Labor	$15,000.00	$15,000.00	$0.00	$0.00	$15,000.00	100.00%	$0.00	$750.00
30		Misc. Steel Material	$7,500.00	$7,500.00	$0.00	$0.00	$7,500.00	100.00%	$0.00	$375.00
31		Exterior Framing Labor	$17,500.00	$17,500.00	$0.00	$0.00	$17,500.00	100.00%	$0.00	$875.00
32		Exterior Framing Material	$8,500.00	$8,500.00	$0.00	$0.00	$8,500.00	100.00%	$0.00	$425.00
33		Roofing Labor	$35,000.00	$33,250.00	$1,750.00	$0.00	$35,000.00	100.00%	$0.00	$1,750.00
34		Roofing Material	$40,000.00	$38,000.00	$2,000.00	$0.00	$40,000.00	100.00%	$0.00	$2,000.00

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
35		Siding Labor	$25,000.00	$17,500.00	$7,500.00	$0.00	$25,000.00	100.00%	$0.00	$1,250.00
36		Siding Material	$15,000.00	$10,500.00	$4,500.00	$0.00	$15,000.00	100.00%	$0.00	$750.00
37		Aluminum Entrances and Windows Labor	$20,000.00	$20,000.00	$0.00	$0.00	$20,000.00	100.00%	$0.00	$1,000.00
38		Aluminum Entrances and Windows Material	$45,000.00	$45,000.00	$0.00	$0.00	$45,000.00	100.00%	$0.00	$2,250.00
39		Staff Area & Conference Room	$0.00	$0.00	$0.00	$0.00	$0.00	100.00%	$0.00	$0.00
40		Demo	$40,000.00	$40,000.00	$0.00	$0.00	$40,000.00	100.00%	$0.00	$2,000.00
41		Framing Labor	$13,000.00	$13,000.00	$0.00	$0.00	$13,000.00	100.00%	$0.00	$650.00
42		Framing Material	$8,000.00	$8,000.00	$0.00	$0.00	$8,000.00	100.00%	$0.00	$400.00
43		Gypsum Labor	$6,000.00	$6,000.00	$0.00	$0.00	$6,000.00	100.00%	$0.00	$300.00
44		Gypsum Material	$3,000.00	$3,000.00	$0.00	$0.00	$3,000.00	100.00%	$0.00	$150.00
45		Flooring Labor	$10,000.00	$10,000.00	$0.00	$0.00	$10,000.00	100.00%	$0.00	$500.00
46		Flooring Material	$10,000.00	$10,000.00	$0.00	$0.00	$10,000.00	100.00%	$0.00	$500.00
47		Doors & Hardware Labor	$4,000.00	$4,000.00	$0.00	$0.00	$4,000.00	100.00%	$0.00	$200.00
48		Doors & Hardware Material	$10,000.00	$10,000.00	$0.00	$0.00	$10,000.00	100.00%	$0.00	$500.00
49		Ceiling Labor	$20,000.00	$20,000.00	$0.00	$0.00	$20,000.00	100.00%	$0.00	$1,000.00
50		Ceiling Material	$9,000.00	$9,000.00	$0.00	$0.00	$9,000.00	100.00%	$0.00	$450.00
51		Millwork Labor	$47,000.00	$47,000.00	$0.00	$0.00	$47,000.00	100.00%	$0.00	$2,350.00
52		Millwork Material	$67,000.00	$67,000.00	$0.00	$0.00	$67,000.00	100.00%	$0.00	$3,350.00
53		Wetwall Labor	$3,000.00	$3,000.00	$0.00	$0.00	$3,000.00	100.00%	$0.00	$150.00
54		Wetwall Material	$5,000.00	$5,000.00	$0.00	$0.00	$5,000.00	100.00%	$0.00	$250.00
55		Ceramic Tile Labor	$2,000.00	$2,000.00	$0.00	$0.00	$2,000.00	100.00%	$0.00	$100.00
56		Ceramic Tile Material	$2,000.00	$2,000.00	$0.00	$0.00	$2,000.00	100.00%	$0.00	$100.00
57		Painting/Taping Labor	$20,000.00	$20,000.00	$0.00	$0.00	$20,000.00	100.00%	$0.00	$1,000.00
58		Painting/Taping Material	$7,000.00	$7,000.00	$0.00	$0.00	$7,000.00	100.00%	$0.00	$350.00
59		Upgrades to Bathrooms & Adult Collection Space	$0.00	$0.00	$0.00	$0.00	$0.00	100.00%	$0.00	$0.00
60		Demo	$5,000.00	$5,000.00	$0.00	$0.00	$5,000.00	100.00%	$0.00	$250.00
61		Framing Labor	$4,500.00	$4,500.00	$0.00	$0.00	$4,500.00	100.00%	$0.00	$225.00
62		Framing Material	$2,500.00	$2,500.00	$0.00	$0.00	$2,500.00	100.00%	$0.00	$125.00
63		Aluminum Entrances Labor	$12,500.00	$9,375.00	$3,125.00	$0.00	$12,500.00	100.00%	$0.00	$625.00
64		Aluminum Entrances Material	$35,000.00	$26,250.00	$8,750.00	$0.00	$35,000.00	100.00%	$0.00	$1,750.00
65		Gypsum Labor	$4,500.00	$4,500.00	$0.00	$0.00	$4,500.00	100.00%	$0.00	$225.00
66		Gypsum Material	$2,000.00	$2,000.00	$0.00	$0.00	$2,000.00	100.00%	$0.00	$100.00
67		Ceramic Tile Labor	$9,500.00	$9,500.00	$0.00	$0.00	$9,500.00	100.00%	$0.00	$475.00
68		Ceramic Tile Material	$9,500.00	$9,500.00	$0.00	$0.00	$9,500.00	100.00%	$0.00	$475.00
69		Wet Wall Labor	$8,500.00	$8,500.00	$0.00	$0.00	$8,500.00	100.00%	$0.00	$425.00
70		Wetwall Material	$30,000.00	$30,000.00	$0.00	$0.00	$30,000.00	100.00%	$0.00	$1,500.00
71		Ceilings Labor	$23,000.00	$23,000.00	$0.00	$0.00	$23,000.00	100.00%	$0.00	$1,150.00

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
72		Ceiling Material	$11,500.00	$11,500.00	$0.00	$0.00	$11,500.00	100.00%	$0.00	$575.00
73		Division 10 Labor	$2,000.00	$2,000.00	$0.00	$0.00	$2,000.00	100.00%	$0.00	$100.00
74		Division 10 Material	$7,000.00	$7,000.00	$0.00	$0.00	$7,000.00	100.00%	$0.00	$350.00
75		Painting Labor	$65,000.00	$65,000.00	$0.00	$0.00	$65,000.00	100.00%	$0.00	$3,250.00
76		Painting Material	$35,000.00	$35,000.00	$0.00	$0.00	$35,000.00	100.00%	$0.00	$1,750.00
77		Doors & Hardware Labor	$6,500.00	$6,500.00	$0.00	$0.00	$6,500.00	100.00%	$0.00	$325.00
78		Doors & Hardware Material	$30,000.00	$30,000.00	$0.00	$0.00	$30,000.00	100.00%	$0.00	$1,500.00
79		Childrens Area	$0.00	$0.00	$0.00	$0.00	$0.00	100.00%	$0.00	$0.00
80		Demo	$20,000.00	$20,000.00	$0.00	$0.00	$20,000.00	100.00%	$0.00	$1,000.00
81		Framing Labor	$8,500.00	$8,500.00	$0.00	$0.00	$8,500.00	100.00%	$0.00	$425.00
82		Framing Material	$3,500.00	$3,500.00	$0.00	$0.00	$3,500.00	100.00%	$0.00	$175.00
83		Gypsum Labor	$6,500.00	$6,500.00	$0.00	$0.00	$6,500.00	100.00%	$0.00	$325.00
84		Gypsum Material	$2,000.00	$2,000.00	$0.00	$0.00	$2,000.00	100.00%	$0.00	$100.00
85		Aluminum Entrances Labor	$35,000.00	$35,000.00	$0.00	$0.00	$35,000.00	100.00%	$0.00	$1,750.00
86		Aluminum Entrances Material	$85,000.00	$85,000.00	$0.00	$0.00	$85,000.00	100.00%	$0.00	$4,250.00
87		Flooring Labor	$15,000.00	$15,000.00	$0.00	$0.00	$15,000.00	100.00%	$0.00	$750.00
88		Flooring Material	$9,500.00	$9,500.00	$0.00	$0.00	$9,500.00	100.00%	$0.00	$475.00
89		Ceiling Labor	$20,000.00	$20,000.00	$0.00	$0.00	$20,000.00	100.00%	$0.00	$1,000.00
90		Ceiling Material	$10,000.00	$10,000.00	$0.00	$0.00	$10,000.00	100.00%	$0.00	$500.00
91		Siding Labor	$12,000.00	$12,000.00	$0.00	$0.00	$12,000.00	100.00%	$0.00	$600.00
92		Siding Material	$10,000.00	$10,000.00	$0.00	$0.00	$10,000.00	100.00%	$0.00	$500.00
		TOTALS:	**$1,545,000.00**	**$1,512,425.00**	**$32,575.00**	**$0.00**	**$1,545,000.00**	**100.00%**	**$0.00**	**$77,250.00**

Change Orders

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
93	**PCCO#001**								
93.1	**PCO#002**								
93.1.1	CO #1	$5,254.00	$5,254.00	$0.00	$0.00	$5,254.00	100.00%	$0.00	$262.70
94	**PCCO#002**								
94.1	**PCO#003**								
94.1.1		$11,670.00	$11,670.00	$0.00	$0.00	$11,670.00	100.00%	$0.00	$583.50
95	**PCCO#003**								
95.1	**PCO#005**								
95.1.1	CO #3	$3,863.00	$3,863.00	$0.00	$0.00	$3,863.00	100.00%	$0.00	$193.16

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
96	**PCCO#004**								
96.1	**PCO#006**								
96.1.1	Abatement	$6,778.00	$6,778.00	$0.00	$0.00	$6,778.00	100.00%	$0.00	$338.90
97	**PCCO#005**								
97.1	**PCO#007**								
97.1.1	CO #5	$14,810.00	$14,810.00	$0.00	$0.00	$14,810.00	100.00%	$0.00	$740.50
98	**PCCO#006**								
98.1	**PCO#008**								
98.1.1	CO #6	$17,000.00	$17,000.00	$0.00	$0.00	$17,000.00	100.00%	$0.00	$850.00
99	**PCCO#007**								
99.1	**PCO#009**								
99.1.1	CO #7	$12,197.00	$12,197.00	$0.00	$0.00	$12,197.00	100.00%	$0.00	$609.86
100	**PCCO#008**								
100.1	**PCO#010**								
100.1.1	CO #8	$3,863.00	$3,863.00	$0.00	$0.00	$3,863.00	100.00%	$0.00	$193.15
101	**PCCO#009**								
101.1	**PCO#011**								
101.1.1	CO #9	$10,783.00	$5,391.50	$5,391.50	$0.00	$10,783.00	100.00%	$0.00	$539.16
102	**PCCO#010**								
102.1	**PCO#012**								
102.1.1	CO #10 - Stairs & Handrails	$21,852.00	$16,389.00	$5,463.00	$0.00	$21,852.00	100.00%	$0.00	$1,092.60
103	**PCCO#011**								
103.1	**PCO#013**								
103.1.1	CO #10 - Masonry Cleaning	$16,998.00	$0.00	$16,998.00	$0.00	$16,998.00	100.00%	$0.00	$849.90
104	**PCCO#012**								
104.1	**PCO#014**								
104.1.1	CO #12	$6,012.00	$0.00	$6,012.00	$0.00	$6,012.00	100.00%	$0.00	$300.60
105	**PCCO#013**								
105.1	**PCO#015**								
105.1.1	CO #13	$(12,160.00)	$(12,160.00)	$0.00	$0.00	$(12,160.00)	100.00%	$0.00	$(608.00)
	TOTALS:	**$118,920.00**	**$85,055.50**	**$33,864.50**	**$0.00**	**$118,920.00**	**100.00%**	**$0.00**	**$5,946.03**

Grand Totals

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	GRAND TOTALS:	$1,663,920.00	$1,597,480.50	$66,439.50	$0.00	$1,663,920.00	100.00%	$0.00	$83,196.03