



Goshen Public Library and Historical Society Board of Trustees
Regular Meeting of December 9, 2024
(DRAFT until Accepted in meeting)

AGENDA

- I. Call to order - 7:00 pm
- II. Pledge of Allegiance
- III. Review and Approve Agenda
[Action item] RESOLVED that the Board approve the Agenda as presented.
- IV. Presentation on History Journal—Member of the Local History Commission
- V. Privilege of the floor
- VI. Approval of the regular Board minutes of November 11, 2024 and the special Board meeting minutes of November 25, 2024.
[Action item] RESOLVED that the Board approve the regular minutes of November 11, 2024 and the special Board meeting minutes of November 25, 2024.
- VII. Finances
 - a. Financial report for November 2024 – Jack Denman, Finance
[Action item] RESOLVED to approve the financial report for November 2024 as presented.
 - b. Warrant Schedule for November 2024
[Action item] RESOLVED to approve the November 2024 warrant schedule as presented.
- VIII. Revisited Discussion of Battle of Minisink Monument
- IX. Director’s Report—Joslyn Bowling Dixon, Interim Library Director
- X. SRI Fire & Security Proposal
- XI. Approval of 2025 Holidays
- XII. Approval of Calendar for Events in the New Year
- XIII. Appointment of Budget Committee
- XIV. Committee Reports
 - a. Standing Committees
 - i. Physical Resources Committee - None
 - ii. Community Resources Committe - None
 - iii. Human Resources – None

- iv. Sunshine Committee - None
 - b. Ad Hoc Committee
 - i. Historical Society Committee
 - ii. Bylaws Committee

- XV. Reports from Partner Groups
 - a. Friends Liaison—Trustee Jim Langlois
 - b. Junior Friends Liaison

- XVI. Executive Session for the Purpose of Discussing Personnel Matters
[Action item] RESOLVED that the Board enter executive session

- XVII. Reorganization of Board Governance

- XVIII. Privilege of the floor

- XIX. Report of Trustee Continuing Education Credits

Next Regular Meeting: January 13, 2025 @ 7:00 pm.

Privilege of the Floor

Pursuant to Article II, Section 6 of the bylaws of the Goshen Public Library and Historical Society, any member of the public, present at the meeting, may speak during privilege of the floor. The Chair of the meeting shall designate a maximum amount of time for privilege of the floor in order to run the meeting in an efficient manner. Comments may not personally denigrate staff or Board members. Attendees' behavior shall be held to the Library Rules of Conduct.

Members of the public wishing to speak will be recognized by the Chair and be asked to stand, state their name and address for the record, and face the Board when making their comments.

December 9, 2024 Board of Trustees Regular Meeting Agenda



Goshen Public Library and Historical Society Board of Trustees

Regular Meeting of November 11th, 2024

DRAFT

I. Call to order

A regular meeting of the Board of Trustees of the Goshen Public Library & Historical Society (GPLHS) was called to order by President Tina Fortugno at 7:01p.m. on Monday, November 11th, 2024.

Attendance:

Board members present: Tina Fortugno, Bob Quinn, Heather LaBruna, Michael Panzer, Robert Karchawer, Jim Langlois

Also in attendance: Jack Denman, Finance Manager; Joslyn Bowling Dixon, Interim Library Director; Emelia Estep, Clerk of the Board.

Absent: Vice President Emily Collado

II. Pledge of Allegiance

III. Review and Approve Agenda

[Action item] RESOLVED that the Board approve the Agenda

Motion: Trustee Jim Langlois Seconded by: Trustee Michael Panzer (Approved 6-0-0)

V. Approval of the regular Board minutes of October 14th, 2024.

[Action item] RESOLVED that the Board approve the minutes of October 14th, 2024.

Motion: Trustee Robert Karchawer. Seconded by: Trustee Bob Quinn (Approved 6-0-0)

VI. Finances

Finance manager Jack Denman reported that the library has now received 50% of the total tax levy from the school, which was added to the Key account. \$700,000 was moved to the NYLAF account from the Key account. The library will receive 40% of the tax levy from the school in November. Financial Manager Jack Denman will look into when the PILOT revenues will come in, as the PILOT revenue is not received on a set schedule. The library is currently approximately \$25,000 under budget. The CAPITAL Fund is at approximately \$62,000 and is earning 5%

interest.

Financial Manager Jack Denman provided an overview of how the Warrant Schedule works: Financial Manager Jack Denman enters all checks, invoices, and expenses which is then checked by our Accountant from Robert Schultz. Jack prepares the monthly packet, and it is brought to the director. The Auditor of Bills does the final review of invoices paid and checks issued. Interim Library Director Dixon reported that Davey Tree examined the trees on the property. They determined that the trees are repairable and will trim them.

a. Financial report for October 2024 – Jack Denman, Finance

[Action item] RESOLVED to approve the financial report for October 2024 as presented.

Motion: Trustee Michael Panzer. Seconded by: Trustee Jim Langlois (Approved 6-0-0)

b. Warrant Schedule for October 2024

[Action item] RESOLVED to approve the October 2024 warrant schedule as presented.

Motion: Trustee Bob Quinn. Seconded by: Trustee Jim Langlois. (Approved 6-0-0)

c. Approval of raising the double-signature cap on drafted checks from \$3,000 to \$7,500.

[Action item] RESOLVED to approve raising the double-signature cap on drafted checks from \$3,000 to \$7,500.

Motion: Trustee Robert Karchawer. Seconded by: Trustee Michael Panzer

VII. Discussion of Battle of Minisink Monument.

Interim Director Joslyn Bowling Dixon reported to the Board of Trustees that on October 7th she met with representatives from Benedict Memorial. Benedict Memorial is a company that handles monuments, headstones, mausoleums, etc. Subsequently, she received a letter from Benedict Memorial offering to move and clean the monument for free. Given this opportunity, the Board of Trustees decided to choose a new location for the monument. Following a discussion of recommended locations, the Board of Trustees selected the recommended location, where the donor wall currently resides. This proposal would result in relocation of the donor plaque to the wall opposite, which is more visible to the public than its current location. The Board discussed a display for the monument from the local history museum, as well as contacting federally-recognized Lenape-descendants regarding the monument.

Trustee Jim Langlois requested that it be noted that he is opposed to moving the donor wall, and opposes moving the monument into the library building.

[Action Item] RESOLVED that the library move the original Battle of Minisink monument inside the library to the current location of the donor wall, and move the donor wall to the opposite wall in the lobby.

Motion: Trustee Heather LaBruna. Seconded: Trustee Michael Panzer (5-0-1)

Aye- Trustee Tina Fortuno, Trustee Heather LaBruna, Trustee Michael Panzer, Trustee Bob Quinn, Trustee Robert Karchawer.

Nay-Trustee Jim Langlois.

Absent- Trustee Emily Collado.

VIII. Director's Report—Joslyn Bowling Dixon, Interim Library Director
Interim Library Director Bowling Dixon gave an overview of the Bullet Aid Grant the library received in 2023, including the library's original proposal. Interim Director Bowling Dixon discussed creating a makerspace. The Board requested a more detailed proposal for the December Board Meeting.

IX. Discussion and Scheduling of Calendar for Events in the New Year
The Board will decide on dates for the Board election and Budget Vote at the December Board meeting.

X. Appointment of Budget Committee
The Board will select a Budget Committee at the December Board meeting.

XI. Committee Reports

a. Standing Committees

- i. Physical Resources Committee - None
- ii. Community Resources Committee - None
- iii. Human Resources – None
- iv. Sunshine Committee - None

b. Ad Hoc Committee

i. Historical Society Committee

The Historical society did not meet this month. The Journal Committee has sent test copies of the Journal to the printers.

ii. Bylaws Committee

XII. Reports from Partner Groups

a. Friends Liaison—Trustee Jim Langlois

The Friends Group will be paying for the initial printing cost of the Historical Journal. The Huge Book Sale scheduled for October 18th and 19th made \$1,191.35. The program “Mobsters, Madames, and Murders” was attended by 63 people. On March 8th, Sue Gardiner will be presenting “Colonial Era Farm Records of Orange County”.

Junior Friends Liaison—Trustee Tina Fortugno

Trustee Tina Fortugno reported that the Jr. Friends Group will be having a membership drive pizza party on Friday, November 15th. They are looking to drum up new members in 8th-12th grade. The Junior Friends Group will conduct its annual book give-away at the tree lighting. The Junior Friends Group is also looking to do a trivia night on local history.

XIII. Executive Session for the Purpose of Discussing Personnel Matters

[Action item] RESOLVED that the Board enter executive session at 8:41pm

Motion: Trustee Michael Panzer. Seconded by: Trustee Jim Langlois. (Approved 6-0-0)

[Action item] RESOLVED that the Board exit executive session at 10:15p.m.

Motion: Trustee Heather LaBruna Seconded by: Trustee Michael Panzer (Approved 6-0-0)

[Action item] RESOLVED that the Board end the meeting of November 11th, 2024, at 10:16p.m.

Motion: Trustee Bob Quinn Seconded by: Trustee Jim Langlois (Approved 6-0-0)

Next Regular Meeting: Monday, December 9th, 2024.

Submitted by: Emelia Estep, Clerk of the Board

Goshen Public Library and Historical Society Board of Trustees

Special Meeting of November 25, 2024

Draft

I. Call to order

A special meeting of the Board of Trustees of the Goshen Public Library and Historical Society (GPLHS) was called to order by President Tina Fortugno at 6:57 p.m. on November 25, 2024.

Attendance:

Board members present: Tina Fortugno, Michael Panzer, Bob Quinn, Heather LaBruna, Emily Collado, Jim Langlois, Robert Karchawer. Also in attendance: Interim Library Director Joslyn Bowling Dixon and library legal counsel Ben Gaily, esq., J&G Law, LLC

II. Executive session

[Action item] RESOLVED that the Board enter executive session at 6:57 p.m. for discussions regarding personnel matters.

Motion: Trustee Langlois. Seconded by: Trustee Panzer. (Approved 7-0-0)

[Action item] RESOLVED that the Board exit executive session at 9:03 p.m.

Motion: Trustee Langlois. Seconded by: Trustee Panzer. (Approved 7-0-0)

Please see attached document for executive session meeting minutes.

III. Adjournment

[Action item] RESOLVED that the special meeting of the Board of Trustees is adjourned.

Motion: Trustee Langlois. Seconded by: Trustee Panzer. (Approved 7-0-0)

Next regular meeting: December 9, 2024 at 7 p.m.

Submitted by: Heather LaBruna, secretary of the Board of Trustees

Goshen Public Library and Historical Society Board of Trustees
Special Meeting of November 25, 2024
Executive session meeting minutes

Draft

Present: Tina Fortugno, Michael Panzer, Bob Quinn, Heather LaBruna, Emily Collado, Jim Langlois, Robert Karchawer. Also in attendance: Interim Library Director Joslyn Bowling Dixon and library legal counsel Ben Gailey, esq., J&G Law, LLP

The Board discussed the performance of a particular employee and then took the following action:

WHEREAS, the Library Director has discussed the employee's conduct, performance and status with the employee from time to time, and has reported those discussions and the employee's conduct and performance to the Board.

RESOLVED, that [REDACTED] shall be handed a written notice of dismissal from employment with the Library by the Library Director on December 4, 2024, such dismissal effective on December 11, 2024, and shall be placed on paid leave through December 11, 2024.

Motion: Trustee Quinn. Seconded by: Trustee Langlois. (Approved 7-0-0)

RESOLVED, that [REDACTED] shall be offered a lump sum severance in an amount equivalent to his regular pay from December 12 through December 19, 2024, subject to his compliance with all requirements pertaining to separation from service.

Motion: Trustee Panzer. Seconded by: Trustee Langlois. (Approved 7-0-0)

The Board also discussed other particular employee matters, and then adjourned from executive session to a re-enter the open meeting.

Goshen Public Library and Historical Society
Statement of Activities
November 1 - 30, 2024 and YTD Jul 1, 2024 - June 30, 2025

	A	B	C	D	E	F	G	H	I	J	K	L	M	Q	T	U
1				MONTH				YEAR TO DATE				FULL YEAR		FULL YEAR		
2				Nov 24/25	Budget	Over/(Under) Bud	24/25 Act YTD	YTD Bud	Over/(Under) Bud	% of Budget	Budget 24/25	Debt 24/25	% of Budget			
3	Income															
4	Real Property Taxes			781,608	781,608	-	1,758,617	1,758,617	-		1,954,019					
5	Real Property Taxes-Bond			-			-	-	-		-	496,194	0%			
6	PILOT Revenue			-	5,083	(5,083)	-	25,417	(25,417)	0%	61,000					
7	RCLS Grants			-	417	(417)	5,350	2,083	3,267		5,000					
8	Other Grants			-	83	(83)	-	417	(417)		1,000					
9	Library Charges			504	458	46	1,856	2,292	(436)		5,500					
10	Appropriated Reserve			-	-	-	-	-	-		40,000		0%			
11	Friends of the GPLHS			300	208	92	300	1,042	(742)		2,500					
12	Donations			-	-	-	-	-	-		-					
13	Interest Income			3,709	1,000	2,709	11,910	5,000	6,910		12,000					
14	Total Income			786,121	788,858	(2,737)	1,778,033	1,794,867	(16,834)	99%	2,081,019	496,194	69%			
15	Expense															
16				(Over)/Under Bud			(Over)/Under Bud									
17	Total Salaries & Wages			73,720	87,176	13,456	415,199	479,470	64,271	87%	1,133,293	-	37%			
18	Employee Benefits															
19	FICA			4,771	5,405	634	25,600	30,073	4,473	85%	70,264					
20	Medicare			1,116	1,264	148	5,908	6,952	1,044	85%	16,433					
21	Worker's Compensation			-	667	667	3,905	3,333	(572)	117%	8,000					
22	Unemployment Insurance			163	833	670	1,324	4,167	2,843	32%	10,000					
23	Disability Insurance			(75)	583	658	(377)	2,917	3,294	-13%	7,000					
24	Health Insurance			13,444	16,417	2,973	71,040	82,083	11,043	87%	197,000					
25	Retiree Health Insurance			-	-	-	-	-	-	0%	-					
26	Vision Care			81	125	44	454	625	171		1,500					
27	State Retirement			-	-	-	-	-	-	0%	102,000					
28	State Retirement-Arrears			-	-	-	-	-	-		40,000					
29	Direct Deposit Fees			248	100	(148)	1,364	500	(864)		1,200					
30	Total Employee Benefits			19,748	25,394	5,646	109,218	130,650	21,432	84%	453,397	-	24%			
31	Library Materials/Services															
32	Books - Adult			779	3,500	2,721	12,924	17,500	4,576	74%	42,000					
33	Books - Teen			30	500	470	308	2,500	2,192	12%	6,000					
34	Books - Juvenile			521	1,333	812	2,430	6,667	4,237	36%	16,000					
35	Reference Databases			-	358	358	350	1,792	1,442	0%	4,300					
36	Serials			-	667	667	3,889	3,333	(556)	117%	8,000					
37	AV			-	333	333	1,164	1,667	503	70%	4,000					
38	AV - Audio Books			-	333	333	464	1,667	1,203	0%	4,000					
39	AV - Audio Music			-	83	83	-	417	417	0%	1,000					
40	Museum Passes			-	150	150	925	750	(175)	123%	1,800					
41	E Content			-	1,583	1,583	7,992	7,917	(75)	101%	19,000					
42	Total Library Materials/Services			1,330	8,842	7,512	30,446	44,208	13,762	69%	106,100	-	29%			
43	Building			(Over)/Under Bud			(Over)/Under Bud									
44	Equipment			-	200	200	-	1,000	1,000	0%	2,400					
45	Building Repairs/Improvement			-	833	833	2,365	4,167	1,802	57%	10,000					
46	Utilities			3,071	4,167	1,096	20,631	20,833	202	99%	50,000					
47	Insurance			3,497	3,433	(64)	14,806	17,167	2,361	0%	41,200					
48	New Building- Generator			-	-	-	-	-	-	0%	-					

Goshen Public Library and Historical Society
Balance Sheet
General Fund
As of November 30, 2024

	A	B	C	D	E	F	G	K
1								
2								
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4						30-Nov-24		
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30-Nov-24

ASSETS

Current Assets

Checking/Savings

Cash - Key - Current year funds

258,772.25

Total Key Balance

258,772.25

NYLAF

1,585,705.57

added 600k

Cash - Orange County Trust

5,407.67

Petty Cash

99.25

Total Checking/Savings

1,849,984.74

Total Current Assets

1,849,984.74

TOTAL ASSETS

\$ 1,849,984.74

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

-

Accrued Expenses

-

Real Property Tax Advance

.

Payroll Liabilities

8,187.22

Total Other Current Liabilities

8,187.22

Total Liabilities

8,187.22

Equity (Total Assets less Total Liabilities)

1,841,797.52

TOTAL LIABILITIES & EQUITY

\$ 1,849,984.74

Goshen Public Library & Historical Society
Statement of Cash Position
Capital Fund at 11/30/24

Cash accounts	Balance
Community Foundation of Orange & Sullivan (CFOS)	61,637.14
Total cash available	\$ 61,637.14

NO CAPITAL ACTIVITY

Goshen Public Library and Historical Society

Board Warrant Schedule

December 5, 2024

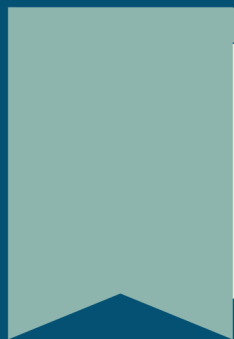
11/08/2024	19158	CSEA, Inc.	Employee Benefits-Union Dues 10/17/24 PR	423.63
11/11/2024	19159	CSEA, Inc.	Employee Benefits-Union Dues 10/31/24 PR	480.87
11/11/2024	19161	Angela Rae Hassan	Programs-Adult Programs	200.00
11/11/2024	19162	Automated Logic	Building-Building Services	5,200.00
11/11/2024	19163	Cengage Learning	Library Materials-Books-Adult	572.64
11/11/2024	19164	Demco, Inc.	Administrative Expenses-Library Supplies	755.93
11/11/2024	19165	Hoopla	Library Materials-E Content	1,381.65
11/11/2024	19166	Janice Vilardo	Programs-Adult Programs	95.00
11/11/2024	19167	Karen Golding	Administrative Expenses-Continuing Education	403.02
11/11/2024	19168	Linda Zimmermann	Programs-Adult Programs	250.00
11/11/2024	19169	Midwest Tape	Library Materials-AV	111.69
11/11/2024	19170	NYSEG	Building-Utilities	89.93
11/11/2024	19171	OverDrive	Library Materials-AV Audio Books	107.49
11/11/2024	19172	Robert W. Schultz, CPA	Administrative Expenses-Professional Services Accounting	700.00
11/11/2024	19173	Sam's Club	Building-Custodial Services	141.36
11/11/2024	19174	The Davey Tree Expert Company	Building-Building Services	262.00
11/11/2024	19175	Tony Walker	Programs-Adult Programs	500.00
11/11/2024	19176	Toshiba Financial Services	Administrative Expenses-Copier Lease	582.80
11/11/2024	19177	Emelia Estep	Administrative Expenses-Professional Services	225.50
11/11/2024	19178	Joslyn Bowling Dixon	Administrative Expenses-Professional Services	7,500.00
11/13/2024	19179	Cintas Corp	Building-Custodial Services	712.79
11/13/2024	19180	Frontier Communications-NY	Administrative Expenses-Telephone	149.75
11/13/2024	19181	J & G Law, LLP	Administrative Expenses-Professional Services-Legal CSEA	1,984.96
11/13/2024	19182	Patsy Williams	Programs-Adult Programs	190.00
11/13/2024	19183	Patsy Williams	Programs-Adult Programs	210.00
11/13/2024	19185	payroll		28.20
11/25/2024	19186	Baker & Taylor Books	Library Materials-Books-Adult/Juvenile/Teen	3,893.41
11/25/2024	19187	payroll		491.16
11/25/2024	19188	payroll		49.35
11/25/2024	19189	payroll		12.29
11/25/2024	19190	payroll		12.01
11/25/2024	19191	payroll		488.68
11/25/2024	19192	payroll		134.68
11/27/2024	19195	payroll		88.43
11/25/2024	19196	Cintas Corp	Building-Custodial Services	476.62
11/25/2024	19197	Demco, Inc.	Administrative Expenses-Library Supplies	49.63
11/25/2024	19198	Void		-
11/25/2024	19199	Joslyn Bowling Dixon	Administrative Expenses-Professional Services	8,000.00
11/25/2024	19200	Lynn Banghart	Administrative Expenses-Continuing Education	44.22
11/25/2024	19201	M & T Bank	Credit Card	4,066.95
11/25/2024	19202	Void		-
11/25/2024	19203	Mawunya Tatrabor	Administrative Expenses-Continuing Education	89.78
11/25/2024	19205	Norma Fives	Employee Benefits-Health Insurance	644.48
11/25/2024	19206	Pitney Bowes - Postage Meter	Administrative Expenses-Postage	197.70
11/25/2024	19207	Pitney Bowes - Quarterly	Administrative Expenses-Postage	502.25
11/25/2024	19208	Quill Corporation	Administrative Expenses-Library Supplies	218.92
11/25/2024	19209	Shannon Fisher	Programs-Adult Programs	150.00
11/25/2024	19210	The Penworthy Company	Library Materials-Books-Juvenile	468.16
11/25/2024	19211	Utica National Insurance Group	Building-Insurance	3,497.00
11/25/2024	19212	Vanguard ID Systems	Administrative Expenses-Library Supplies	992.99
11/07/2024	ACH DR	Oxford Health Plans	Employee Benefits-Health Insurance	15,612.44
11/14/2024	ACH DR	IRS	Employee Benefits-FICA/Medicare/Federal Taxes	9,048.92
11/14/2024	ACH DR	New York State Tax Department	Employee Benefits-New York Taxes	1,309.67
11/14/2024	ACH DR	TIAA-CREF	Employee Benefits-403b withholding	1,105.00
11/27/2024	ACH DR	IRS	Employee Benefits-FICA/Medicare/Federal Taxes	8,984.84
11/27/2024	ACH DR	New York State Tax Department	Employee Benefits-New York Taxes	1,326.93
11/27/2024	ACH DR	TIAA-CREF	Employee Benefits-403b withholding	1,200.00
11/29/2024	ACH DR	Orange & Rockland	Building-Utilities	2,981.51
			Total	89,397.23

GOSHEN PUBLIC LIBRARY & HISTORICAL SOCIETY YEAR IN REVIEW

2024 **through November 2024*



Visitors
90,349




Circulation
122349 checkouts


93484 physical checkouts

28865 digital checkouts


Programs



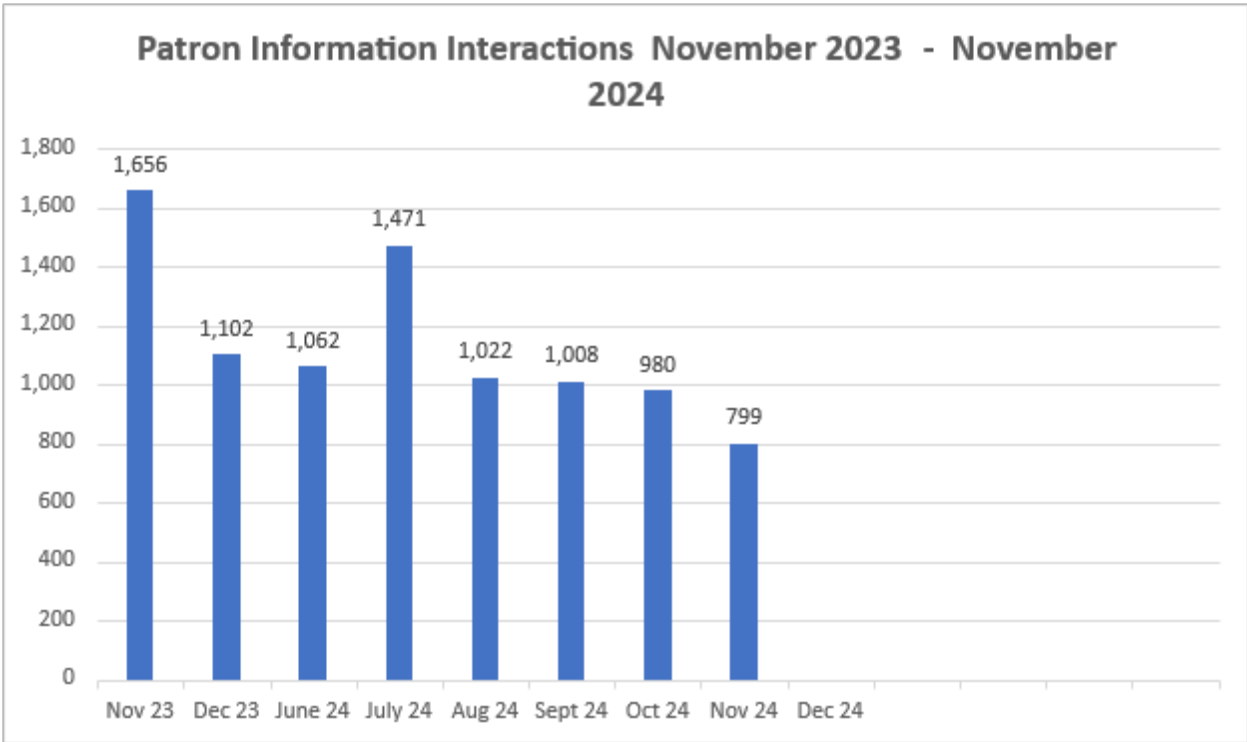
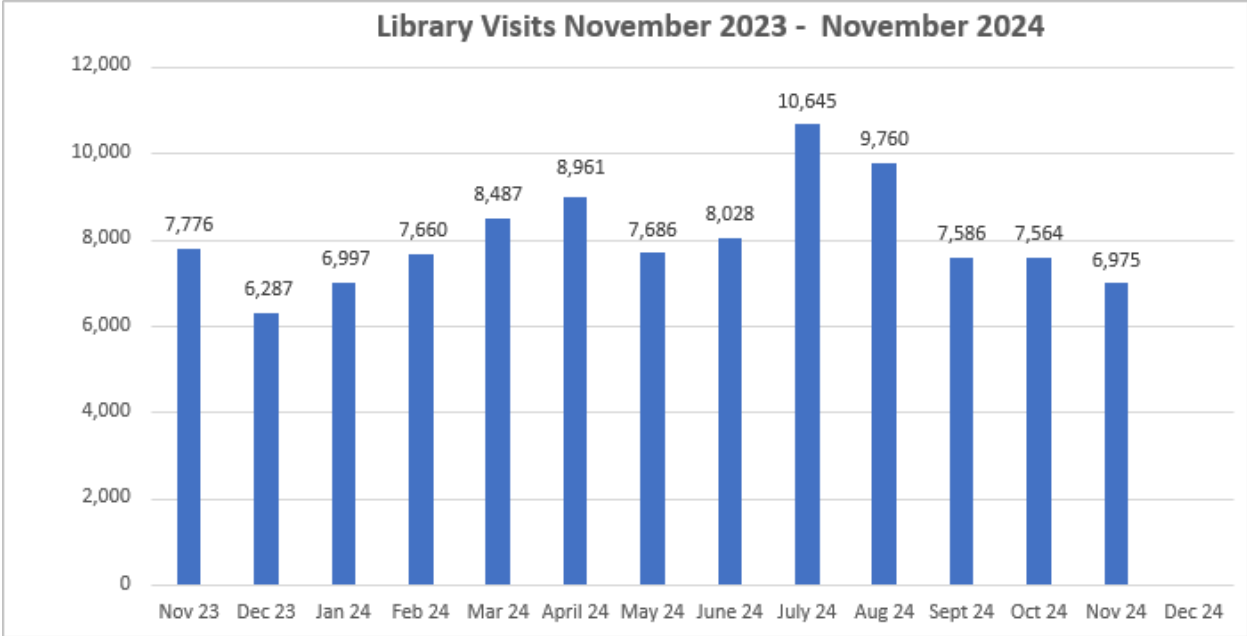
Children
238 programs
4402 attendance

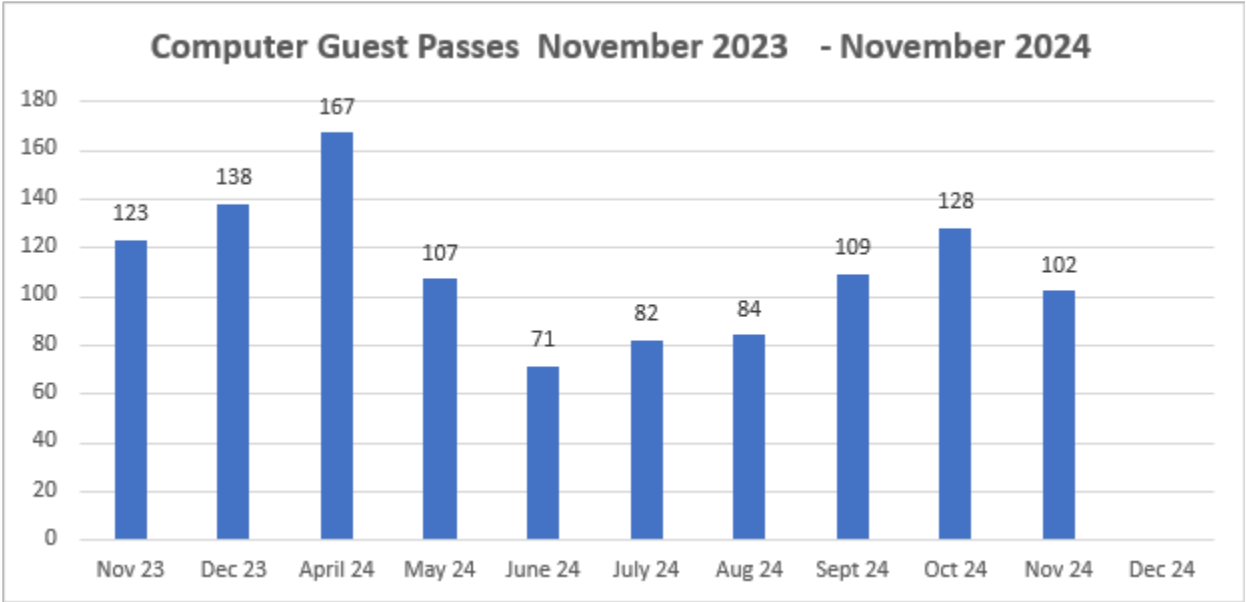
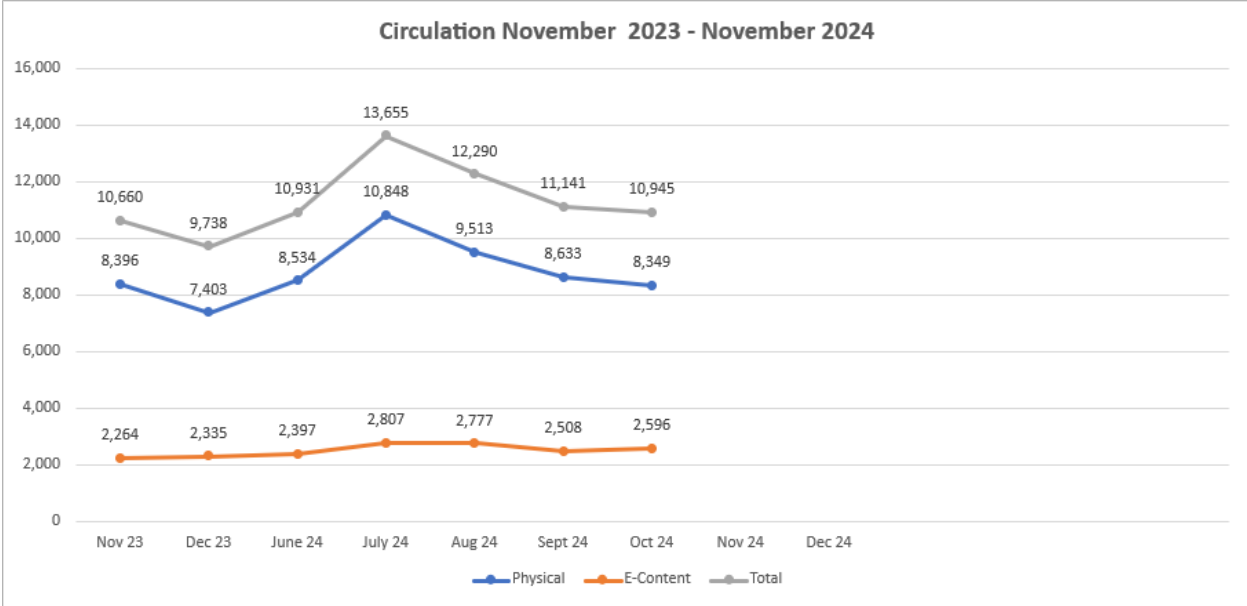


Teens
109 programs
1330 attendance

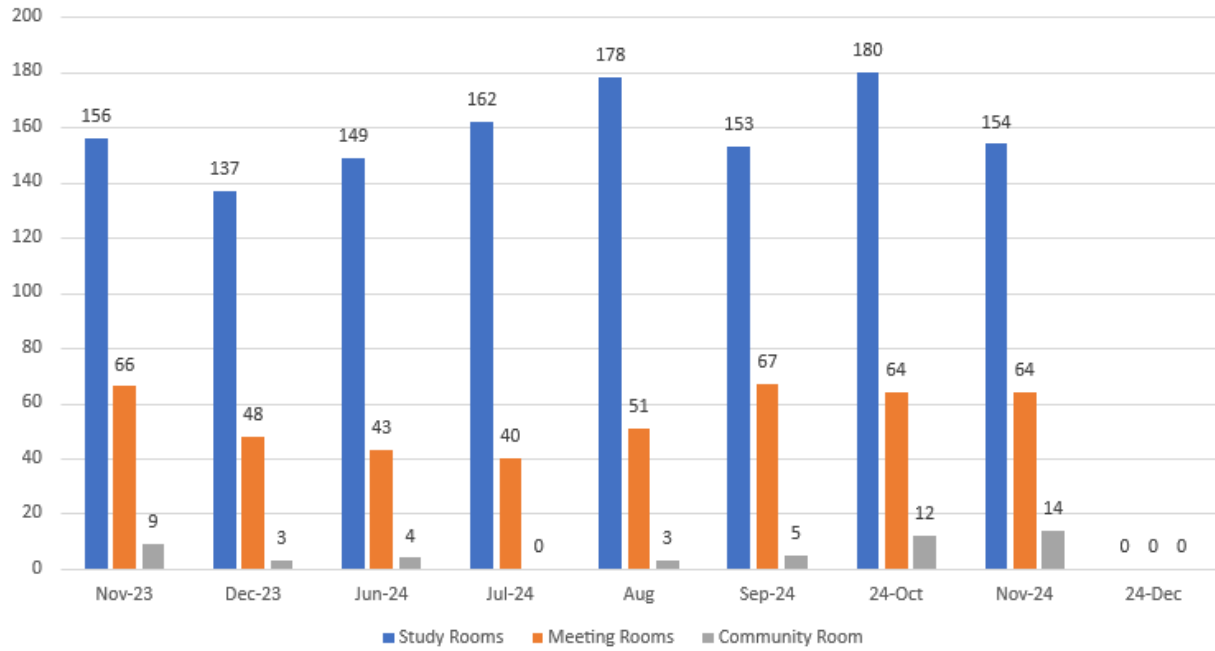


Adults
193 programs
2306 attendance





Meeting Rooms, Study Rooms, & Pomares Community Room Novmber 2023 - November 2024



Revised Proposed Tech Lab/Maker Space Budget

& Updated Proposed Space Options: Small Meeting Room on first floor or reimagine space where large print in currently shelved

Description	Units	Unit Cost	Total Cost	Notes
Storage & Supplies				
2 Laptops = 2 Dell Inspiron and 2 Mini Macs	4	\$499/\$1498	\$3988	https://www.dell.com/purchase/cart/en-us https://www.apple.com/shop/buy-mac/mac-mini/apple-m4-chip-with-10-core-cpu-and-10-core-gpu-24gb-memory-512gb
Mac Studio Display/Keyboards/Mouse/USB cords	1	\$1599/\$199/\$99/\$149/\$69/\$19/\$19	\$4306	https://www.apple.com/shop/bag
Glowforge Pro HD	1	\$6999	\$6999	https://shop.glowforge.com/collections/printers/products/glowforge-pro-hd
Brother Sewing Machines	2	\$449.99	\$899.98	https://www.brother-usa.com/products/se700
Cricut Heat Press	1	\$429	\$429	https://cricut.com/en-us/heat-presses/cricut-autopress/cricut-autopress/cricut-autopress-everything-materials-bundle/8002741.html

Cricut Maker 3 +Subscription Bundle	1	\$359	\$359	https://cricut.com/en-us/cutting-machines/cricut-maker/cricut-maker-3/cricut-maker-3/8002716.html
Storage Cabinet	1	\$939.00	\$939.00	https://www.demco.com/tennsco-reg-steel-c-thru-door-storage-cabinets
3D Printer PLA Filament	2	\$50.00	\$100.00	Amazon.com: MIKA3D 6 Spools Bicolor Dual Color 1.75mm 3D Printer Filament Bundle, 3D Printing Silk PLA, Silk Black-Purple/Purple-Gold/Black-White/Black-Orange/Red-Blue/Black-Red, 3D Printing PLA 250g X 6 Spools : Industrial & Scientific
Media Digitizer	1	\$88.00	\$88.00	https://www.bhphotovideo.com/c/product/625264-REG/Elgato_Systems_10020840_Video_Capture_USB_Analog.html/reviews
Cables for Media Digitizer	2	\$7/\$13	\$21	RCA cables to connect it to a VCR Video is \$7 - https://www.bhphotovideo.com/c/product/1050583-REG/kopul_varc_403_premium_rca_m_to_rca_m.html Audio is \$13 - https://www.bhphotovideo.com/c/product/1023115-REG/kopul_src_4003_stereo_rca_cable_3.html
Workstations	4	\$358	\$1432	https://www.homedepot.com/p/Husky-Tool-Storage-62-in-W-White-Adjustable-Height-Work-Table-with-2-Drawers-HOLT6202BJ2/312063233?emt_ppr_vfpd
Total			\$19,610	

Monthly Report from IT/Operations Department: November 2024

- 1. Service Contract:** The service contract between Goshen Library and Automated Logic has been finalized, and the first maintenance schedule is pending confirmation.
- 2. Fire and Security Inspection:** An inspection of the library's fire protection systems was conducted by SRI Fire Protection on November 16. The completed report identified some deficiencies that need to be addressed, and a proposal has been submitted.
- 3. Internet Service Upgrade:** An investigation into the library's internet speed revealed that it was below the expected level. After contacting the provider, Spectrum, they agreed to replace the router and modem, resulting in an increased speed from 400 Mbps to 600 Mbps.
- 4. Circulation Self-Check Unit:** Envisionware has replaced and configured a new self-check unit at the circulation desk.
- 5. RCLS Computer Replacement:** I collaborated with the RCLS IT department to replace a dozen desktop and laptop computers that had reached their end-of-life cycle.
- 6. Tech Lab:** The shopping list for the project budget is currently under review for approval.

1. Interim Director's Laptop: The interim director's laptop has been experiencing persistent issues since she assumed office. Despite multiple reports to the RCLS IT department and their subsequent interventions, including reconfiguration, the problem remains unresolved. Consequently, the director often relies on her mobile phone for work. Considering the laptop's history, previously used by the former director, I strongly recommend that the library management instruct the RCLS IT department to replace the laptop as soon as possible.

2. Telephone System Outage: Due to technical issues, the library's telephone system was defective during the weekend of November 30 to December 1, 2024. I collaborated with our provider to restore the system effectively on Monday, December 2, 2024.





By Jerome tatrabor

FACEBOOK PAGE STATISTICS: Nov 1st-Dec 1st 2024





Page overview

Last 28 days

Discovery

 Post reach	5,203
 Post engagement	841
 New Page likes	25
 New Page Followers	28

Interactions

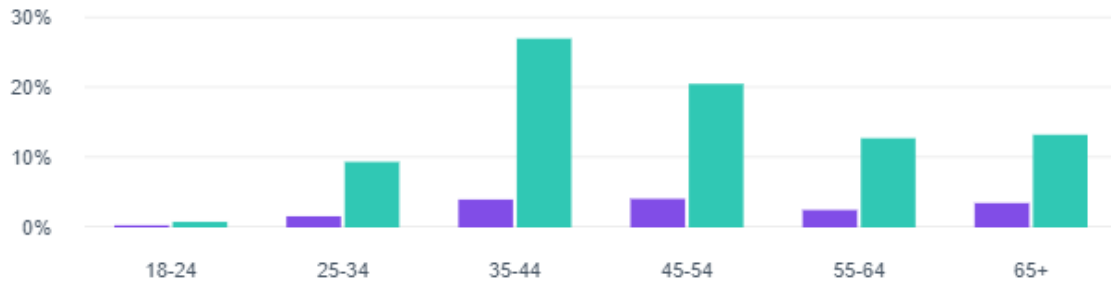
 Reactions	268
 Comments	19
 Shares	57
 Photo views	154

Audience

These values are based on total followers of your Page or profile.

Age and gender

Men 16.10%
Women 83.90%



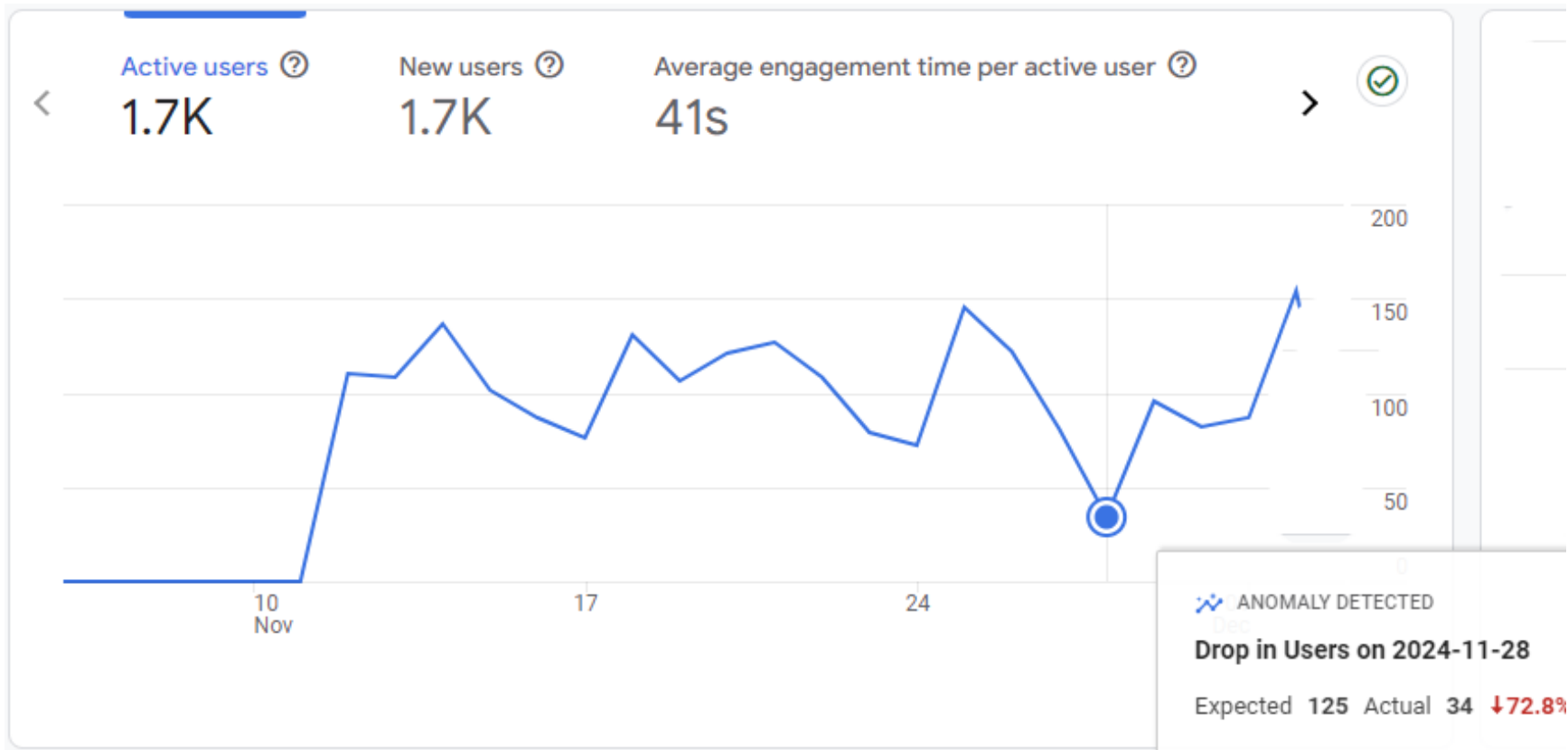
Location

Countries

United States	2,967
Canada	6
Australia	5
Italy	4
India	3
Pakistan	3
Bangladesh	2
Mexico	2
South Korea	2
United Kingdom	2

Website Analytics Report Nov 6 - Dec 2, 2024

1. Active Users



Memorandum

To: Board of Trustees

From: Ruth Mallard, Adult Services & Charles DeYoe, Adult Programming

Date: December 2, 2024

Re: Adult Services Department November 2024 report

REFERENCE SERVICES

The Adult Services staff answered nearly 600 questions this past November. We helped patrons print and scan documents and assisted with technology questions. We were, once again, the place to call about the weather forecast. We helped patrons find information on planetary alignments, nutrition and other facts. The library provided access to Consumer Reports, both in print and through our online databases. We connected patrons with test prep materials for upcoming civil service tests. We fielded questions about local landmarks and the historic walking tour. There was even a question about braille books, which while we don't carry, we can help connect those who need it with the New York State Talking Book and Braille Library. Patrons asked for help locating videogames, movies, materials in and for learning other languages. For reading materials, our patrons want not only the popular, such as Freida McFadden and Kristin Hannah. They also look to broaden their horizons with classic novels and deep biographies.

Select Adult Collections Circulation	2024	2023
New Fiction	550	583
New Nonfiction	160	216
Fiction	936	903
Nonfiction	677	628
Large Print	352	364
Audiobook	136	139
DVDs	340	572
Videogames	95	122
Puzzles & Board Games	49	30
Museum Passes	8	13

PROGRAMS

For November, we had most of our bigger programs in the beginning of the month as to not interfere with people's schedules as they shift into holiday-mode from Thanksgiving to the New Year. Our standout program was a presentation from Noble Pies on November 6 with an

attendance of 22. For this program, they demonstrated techniques for making a sweet potato pecan pie, as well as serving sample pies, and giving away a few pies to the attendees. On November 9, we had the final performance in the “Music Connects Us” series in partnership with Music for Humanity. This month’s concert was scheduled to be the folk duo Violet Willows, but had a last-minute artist change, yet still was attended by 36 people.

We have also started participating in “Goshenopoly Madness” in partnership with the Goshen Chamber of Commerce. This is an incentive for people to visit local businesses and nonprofits in the area involving giveaways. Both the downstairs adult section and upstairs “Just for Kids” section are separate locations for this promotion and we’ll each be doing individual giveaways. For the adult section, we plan on doing a drawing for a jigsaw puzzle.

Looking to the future, we’re aiming to have greater synergy between the programs for adults and children. Starting in January, we’re strategizing a series of game-themed programs and events through March. At the moment, the most interesting game-themed program is a Mahjong instructor who is looking to teach people how to play the American variant of the popular Chinese game. We’re also intending to have Board Game Nights more regularly and having two more Puzzle Races with a division between kids and adults. While they aren’t finalized yet, we’re also aiming to have some programs from a chess instructor and a trivia program, as well as additional video game-related programs.

Memorandum

To: Board of Trustees

From: Karen Golding, Head of Children's and Young Adult Services

Date: December 3, 2024

Re: Young Adult Department November 2024 report

During the month of November we continued our series of crafting and games programs for kids in grades 6-12. We created and decorated gratitude jars this month in celebration of Thanksgiving. The kids worked hard to decorate their jars to reflect their personalities and were very happy with the results. During the year the kids can write down what they are thankful for on slips of paper and keep them in the jars during the year. Next year they can open the jar and read through all of the things they were thankful for during the year.

We also held our second Tabletop Teens and Tweens game program this month. During this program the kids choose from a selection of card and board games that we have, including Exploding Kittens, Unstable Unicorns and Taco, Cat, Goat, Cheese, Pizza. They had a great time learning the new games and playing them with each other. We have built a core group of kids who enjoy playing different games each month so we plan to continue this program in 2025.

This month I also attended the New York Library Association's annual conference in Syracuse. My report on the conference is attached. It was a wonderful opportunity to network with other professionals and get some new ideas for services and programs. I enjoyed my time at the conference and look forward to implementing several of the ideas that I learned from other librarians.

In other professional news I served as a judge for the Indie Author Project Annual Contest. This contest seeks to identify and showcase the best indie published ebooks. I helped to judge the Young Adult genre along with several other librarians from around the country. We chose one winner and 2 runners-up for this year. It was a great opportunity to become more familiar with independent publishers and authors that we might have missed. I look forward to participating as a judge again next year.

Copy of a card I received from a patron this month.

BACK ON OCTOBER 24TH MY SON AND I
CAME INTO THE LIBRARY 15 MINUTES
BEFORE CLOSING. MY SON DOES NOT LIKE TO
READ AND REALLY WANTED SOME BOOKS ON
SOCCER - SO I HAD TO GET HIM TO THE LIBRARY
WHEN HE MENTIONED IT.

I DIDN'T HAVE MY LIBRARY CARD AND AT
7:59 PM YOU CHECKED US OUT ANYWAY!
THANK YOU SO MUCH FOR DOING THAT - IT
MEANT SO MUCH TO ME. I'M SORRY FOR COMING
IN THAT LATE - BUT I HAD TO STRUGGLE WHEN
THE IRON WAS HOT.

DEAR
KAREN,

And so are you.

Thanks so much.

LEAH PEDRICK
&
TRIND PEDRICK

November 2024 Stats

Memorandum

To: Board of Trustees

From: Amber Kirkwood, Director of Youth Programming and Community Engagement

Re: Youth Services Monthly Report

November was a slower month for the Childrens Department as the season transitions from Fall into Winter. Lynn had her last Character Creation programs, one in which children created their own Pokemon Cards. A library regular was enthusiastic to show me an ice bunny she made. We had another successful program with O&R where kids learned ways to be energy efficient at their own homes like turning off the water while brushing their teeth and unplugging appliances when not in use. I spoke with a parent whos child attends Karen's Read to a Dog program, and she spoke about how her son struggled to read out loud in class so she was happy to see him speak so comfortably with Mayhem, an adorable pitbull mix. Rosa put together a fun Thanksgiving Turkey Craft where kids were able to decorate their own feathers to put on display in the Just for Kids area. We also had a Kids Vote event where kids voted on their favorite things (Color, Animal, Food and Character). We had exactly 100 participants and the winners were Blue, Dogs, Noodles and Dogman!

151 non-program questions, 59 program-related questions, and 15 directional questions were answered.

Program Attendance:

Storytimes:

Wee Read :

November 4th - 14

Circletime :

November 4th - 0

Snuggle Up for a Storytime:

November 4th - 8

Toddletime :

November 5th – 10

November 6th - 12

Sensory Storytime :

November 2nd - 7

Spanish Storytime:

November 7th - 4

Friday Fun Storytime:

November 1st – 7

November 8th – 24

November 15th – 13

November 22nd – Closed due to Snow

November 29th - 11

Asynchronous:

Cursive with Characters – 13

Kids Vote – 100

November Scavenger Hunt – 33

Thanksgiving Turkey - 48

Reading Challenge:

Fall into Reading Beanstack – 8

Playdate:

November 7th - 4

Specials:

November 6th – The Lorax and Renewable Energy – 8

November 13th – Once Upon a Pose - 8

R.E.A.D to a Dog :

November 21st - 17

Character Creations :

November 4th – 7

November 11th - 5

Community Engagement:

Pajama Program Donation – 97 items collected (44 Books and 53 Pjs)

Future Plans and Ideas:

I'm really excited about our theme next season of gaming and collaborating more with Adult Services to create Family Programming. At the moment we have a Puzzle Race and Trivia Game planned for all ages. Kathy, who runs our very popular Toddletime Storytime is planning on having a music program once a week. Having seen her storytimes myself, its bound to be a favored class as she's well versed in fingerplay and song. Clarisa, one of our part-timers is planning a 6 week Pokemon program that I also think will be a huge triumph. For the month of December, we have several events, The Elf Sleigh In, Cocoa Party, Holiday Family Groove and Winter Bingo Reading Challenge. We hope those programs go well and we end the year on a great note.

Submitted by Amber R Kirkwood – Director of Children’s Programming and Community Engagement

Charles DeYoe

NYLA 2024 report

This year's NYLA conference in Syracuse was a productive one featuring a number of interesting panels.

Right from the beginning was a keynote presentation by Amanda Jones, author of the book *That Librarian* which chronicles her challenges fighting censorship and book banning attempts in Louisiana. One of the more shocking things she talked about was Louisiana House Bill 777, which would carry a prison sentence of up to two years with hard labor for attending the American Library Association conference. The bill did not pass; however, it is illustrative of some of the anti-library sentiment that is challenging and will continue to challenge those of us who work in public libraries.

One of the highlight panel presentations on the first day was called Outreach, Advocacy, & Marketing: Understanding the Venn Diagram. The first aim of this presentation was to define those terms as she used them. Outreach involves bringing library resources to all people. Advocacy involves seeking support for funding, intellectual freedom, privacy, and legislation. Marketing is getting people interested in the library and its services. If each term was a circle in a three-way Venn diagram, the center part is community engagement, which involves working collaboratively with groups of people to identify and address issues that affect their well-being. That presentation took a turn towards the administrative and discussed the construction of the library's strategic plan but provided for an interesting perspective towards growing the library's reach and capabilities.

Another panel of interest was Unintentional Barriers to Library Service, which discussed the way libraries can discourage people from using the library without anyone who works there knowing about it. The three types of barriers discussed were physical barriers (e.g. a book is in an inconvenient location that discourages use), policy barriers (e.g. a bathroom policy that limits use), communications barriers (e.g. insufficient signage), cultural barriers (e.g. not speaking the same language), and staff barriers (e.g. not having enough people to keep areas staffed consistently). While the presentation made it clear that it is impossible to eliminate these barriers, becoming aware of them can itself be fruitful in allowing for their reduction.

I attended a panel on library pop-culture cons called Not Your 'Con'ventional Panel presented by part-time Goshen employees Melissa Tidd, Barron Angell, and Clarissa Rosario where they talked about Go Con. I wasn't at the library for the first Go Con and I'm not certain that another con would be a good fit for the library, however it did give me inspiration for different types of programs related to general 'geek-culture' that we could provide regardless of whether or not we do a full con.

The standout panel of Saturday was Marketing So Patrons Feel Like Heroes. As someone who does not have a marketing background, this provided potentially valuable framework for understanding how the library markets and presents itself. The central thesis was that the library should market its core values rather than its services. Furthermore, using those values as a

bedrock, the library can present a narrative in which a patron has a problem, is guided by the library who gives them a plan, and either helps them meet success or avoid failure. This all provided a new perspective for me but makes sense. The panelist encouraged the use of humor and making patrons feel like they're in on a joke. The panel stressed that marketing represents long-term planned activities. I hope to use this information in conjunction with the work of Kitty in order to engage the public more than before.

Those represent an overview of some of the most substantial panels that I was able to attend. However, that was not the only benefit to NYLA. I was able to network with other library professionals, hear from diverse perspectives, and see some of the products and services currently available to libraries. All in all, it was an extremely positive experience and allowed for far more professional growth than is typically available outside of conferences.

Memorandum

To: Board of Trustees

From: Karen Golding, Head of Children's and Young Adult Services

Date: November 9, 2024

Re: NYLA Attendance Report

I attended the 2024 New York Library Association Annual Conference from November 6-8, 2024. The annual conference offers opportunities for networking and continuing education for library staff. I attended several valuable sessions on library services and professional development.

Several of the sessions I attended were aimed at improving youth services at the library. In Transforming Teen Services we were given an overview of connected learning and how we can offer programming that will educate as well as entertain our teen users. The trainer gave tips on how to improve attendance at programs and ideas for popular programs she has offered. In the Streamlining Your Youth Summer Reading Program session we learned about how to make a summer reading program easier to follow and produce. The session gave lots of practical information on how to coordinate a summer reading program for all ages at the library. I think this would be a very successful model at Goshen. It would make our summer reading more cohesive and encourage parents to register with their children, hopefully fostering greater participation overall. Two of the other sessions I attended also offered practical suggestions for services to children. Dinosaur Pizza discussed how children learn through play and how to encourage early literacy skills through creative based programming. There was also a discussion about genre based shelving and how it can make it easier for children to access materials they are interested in. Finally a program on creating tween swag bags provided information on starting a subscription book box style program for tweens. This is something I have been exploring and this session offered some helpful tips on how to get the program up and running.

Two of the sessions I attended were aimed more at professional development. The Building Future Leaders session discussed how to be a better manager and build a more cohesive team by supporting team members and developing their leadership skills. Teaching your team members how to communicate more effectively, collaborate with each other more successfully and build their own skills will make for a more successful team. This session emphasized that leadership is different from supervision and good leadership is essential to successful service provision. Another essential part of successful service provision is self care which was covered in the Self-Care Practices in Librarianship session. This session reminded us that we cannot be good service providers if we do not take care of ourselves. Building in breaks, staying hydrated, taking time off and celebrating wins at work are all part of ensuring that we don't burn out and can continue to provide a high level of service to our patrons.

The NYLA conference provided an excellent opportunity to network with other librarians from all around New York to share ideas and hear about different methods of service provision. I came back with many ideas on how to improve our services. Thank you for continuing to support our education and growth so that we can continue to provide the best service possible to our patrons.

2024 NYLA Conference

Syracuse, NY

I was so pleased to be able to represent Goshen Public Library at the annual New York Library Association, held in Syracuse, NY-my first time at the both this particular

Highlights:

NY Black Librarians Caucus As part of RCLS grant to attend the conference, I needed to become a member of NYLA (for the conference rate). I also opted in to the Public Library Directors Committee and the NY Black Librarians Caucus, which was the first meeting of the day on Thursday, the official kick off day of the conference. The library profession remains over 80 percent white female, so it is critical tap into cultural support opportunities whenever possible. I appreciate the focus on expanding the pool of MLIS degreed black librarians, when the popular notion in the field currently is that obtaining the MLIS degree is a barrier for librarians of color. Education and credentials create options to opportunities and better compensation, so I never understand or support advancing that notion. There are opportunities to serve in a mentorship capacity, and I hope to be able to participate and give back to the profession and NY in this way soon.

Transforming Libraries for Users Changing Needs This was an excellent session with the objective of learning new ways to design flexible spaces, how to create more community options for the public libraries, and hearing about trends in library design. The Meagan Skinkis from the Spacesaver Corporation presented examples from libraries across the country which provided inspiration for reimagining the spaces here at GPL. The trend in public libraries is moving away from the book warehouse feel to more of a flexible, collaborative community space. I was intrigued by the idea of not having every book the library owned on the floor, but rather storing some off the floor or on the floor with accordion shelving to maximize the ability to create programming spaces or other spaces as needed.

RCLS @ NYLA RCLC hosted a reception just for its members, and it was great to meet so many of the folks that I have spoken with only via email who are a huge help to me and the library in person. They provided food, a free drink ticket and raffled themed prize baskets to support the Comic Book Legal Defense Fund. I was a winner of one of the tea set basket, which included a teapot, various teas and cookies, a tea cup and saucer, and an Emily Dickenson cookbook.



TERMS AND CONDITIONS

The Work Authorization, together with these Terms and Conditions, constituted the entire agreement (“Agreement”) of the parties.

1. This Agreement is for work performed on this Work Authorization only. If Customer wants Davis Ulmer Sprinkler Inc including but not limited to any of its Divisions (All State Fire and Security, Grunau Fire Protection, Flannery Fire Protection, Cogswell Fire Protection, Eastern Fire Group, Ellis Fire Protection, Beach Lake Sprinkler, Rich Fire Protection, Reliance Fire Protection, SRI, One Source Security) hereafter “Company”, to make any additional repairs, alterations or replacements as a result of the work performed, the Company will do so for additional compensation to be agreed upon in writing by the parties. Company is responsible for the new work only. Testing required of the old or existing fire protection system will be done as an additional charge unless otherwise specified.

2. The Company does not know and does not represent that the current fire protection system on the property of Customer (“Property”) was originally designed and installed in such a way that the system will perform as originally intended or is suitable and sufficient for its intended purpose given the way in which the Property has been or will be used. In other words, the Property may have been or may be used in ways such that the configuration of partition walls, the location of and types of materials (including the presence of hazardous materials) and other conditions of the Property’s use such that the fire protection system is adequate, insufficient or unsuitable for the Property. Customer assumes full responsibility for the condition of existing equipment and for water and other damage resulting directly or indirectly from such condition or application of test or flushing pressures.

The Company is NOT responsible for any damages due to: (1) incompatibility of materials within or external to CPVC piping system placed by others, or, (2) corrosion or deterioration of piping due to Customer’s water supply, atmospheric conditions, soil quality, or any other condition at Customer’s facility that adversely affects the integrity of the fire protection system.

THIS AGREEMENT IS NOT A GUARANTEE OR WARRANTY THAT THE SYSTEM WILL IN ALL CASES (A) PROVIDE THE LEVEL OF PROTECTION FOR WHICH IT WAS ORIGINALLY INTENDED, (B) IS FREE OF ALL DEFECTS AND DEFICIENCIES, (C) AND IS IN COMPLIANCE WITH ALL APPLICABLE CODES. Customer agrees that it has not retained Company to make these assessments unless otherwise specifically indicated.

3. The Company will be permitted, at all reasonable times, to enter the Property to conduct the work as outlined in this Agreement. Company warrants all material furnished hereunder to be free from defects in workmanship and materials provided Customer notifies Company in writing of such defect within Ninety (90) days from acceptance of the work. Company’s sole obligation on any warranty claim is limited to replacement or repair of the defective part or material. No other express warranty is given and no affirmation of “Davis Ulmer Fire Protection Company” by words or actions shall constitute a warranty. THIS LIMITED WARRANTY IS EXPRESSLY IN LIEU OF ANY OTHER EXPRESS OR IMPLIED WARRANTIES, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTY OR MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE.

4. TO THE FULLEST EXTENT PERMITTED BY LAW, CUSTOMER AGREES TO DEFEND, INDEMNIFY AND HOLD HARMLESS COMPANY AND ITS OFFICERS, DIRECTORS, EMPLOYEES,



AGENTS, PARENT COMPANY, SUBSIDIARIES AND AFFILIATES, (HEREINUNDER REFERRED TO AS "INDEMNIFIED PARTIES") FROM AND AGAINST ANY AND ALL CLAIMS, DEMANDS, LOSSES, EXPENSES OR LIABILITIES OF ANY KIND, INCLUDING ATTORNEY'S FEES, (HEREINUNDER REFERRED TO AS "DAMAGES") ARISING IN WHOLE OR IN PART FROM THE NEGLIGENCE OR FAULT OF CUSTOMER.

5. IT IS UNDERSTOOD AND AGREED BY CUSTOMER THAT COMPANY IS NOT AN INSURER, THAT CUSTOMER SHALL OBTAIN THE TYPE AND AMOUNT OF INSURANCE COVERAGE WHICH IT DETERMINES NECESSARY, AND THAT THE AMOUNTS PAYABLE TO THE COMPANY HEREUNDER ARE BASED UPON THE VALUE OF SERVICES RENDERED AND ARE UNRELATED TO THE VALUE OF CUSTOMER'S PROPERTY, THE PROPERTY OF OTHERS LOCATED ON CUSTOMER'S PREMISES, OR ANY POTENTIAL LIABILITY OR DAMAGE TO CUSTOMER ARISING OUT OF THE WORK PERFORMED BY COMPANY. CUSTOMER ACCORDINGLY AGREES THAT THE SOLE AND EXCLUSIVE LIABILITY OF COMPANY, ITS OFFICERS, DIRECTORS, EMPLOYEES, PARENT COMPANIES, SUBSIDIARIES, AFFILIATES AND AGENTS ARISING OUT OF OR IN ANY WAY RELATING TO OR CONNECTED WITH THE WORK PERFORMED BY THE COMPANY SHALL BE LIMITED TO THE LESSER OF \$1,000 OR THE PRICE OF THE WORK PERFORMED BY THE COMPANY. THIS LIMITATION OF LIABILITY SHALL APPLY TO ALL CLAIMS, DEMAND'S, LOSSES, EXPENSES OR LIABILITIES OF ANY KIND, INCLUDING ATTORNEY'S FEES, (HEREINUNDER REFERRED TO AS "DAMAGES"), SUSTAINED BY CUSTOMER OR ANY OTHER PARTY CLAIMING BY OR THROUGH CUSTOMER, AND SHALL APPLY REGARDLESS OF WHETHER SUCH "DAMAGES" ARE ACTUALLY OR ALLEGEDLY CAUSED BY NEGLIGENCE, PRODUCT LIABILITY, BREACH OF CONTRACT, BREACH OF WARRANTY, BREACH OF VIOLATION OF A STATUTE, ORDINANCE, GOVERNMENTAL REGULATION STANDARD OR RULE OR OTHER FAULT OF COMPANY, ITS OFFICERS, DIRECTORS, EMPLOYEES, AGENTS, PARENT COMPANIES, SUBSIDIARIES AND AFFILIATES.

6. CUSTOMER AGREES TO REQUIRE ITS INSURANCE POLICIES TO BE ENDORSED SO AS TO WAIVE ALL RIGHTS OF SUBROGATION AGAINST COMPANY.

7. While the Company will make every reasonable effort to prevent the discharge of water into or onto areas of landscaping, decorative pavement, etc., it is the Customer's responsibility to provide sufficient and readily accessible means to accept the flow of water that may be required by tests as determined by the type of inspection. Customer is to provide any interim or temporary fire protection required during shutdown of existing fire protection system.

8. This Agreement may not be assigned by Customer without the written consent of the Company.

9. Neither party shall be liable to the other for indirect, incidental, consequential or punitive damages arising out of the work.

10. If payment for work provided in this Agreement is not received by the Company within 30 days from the Customer's receipt of an invoice for the work, Customer shall pay an interest at the rate of 1 1/2% per month on all past due sums, together with all costs of collection, including attorney's fees.

11. The Company is not a Disadvantaged Business Enterprise. Furthermore, no DBE, MWBE or other minority program participation goals or requirements are included or inferred. Should this project involve DBE, MWBE or other minority program participation goals or requirements please advise in writing



DAVIS-ULMER SPRINKLER COMPANY INC.

1060 Central Avenue
Albany NY. 12205

Proposal: FQ2411181821

regarding the specific nature of those goals or requirements and specifically how they impact the Company.

12. If any provision hereof shall be invalid, the remaining provisions shall survive and be enforceable against the parties. The law of the state where the work is performed will govern. This Agreement supersedes all prior agreements. This Agreement may be modified only by a written instrument signed by both parties.

13. COVID-19: Due to the existing pandemic involving COVID-19 and the constantly evolving situation, which includes shut downs of definite and indefinite durations by the federal, state, and local governments, quarantines, business shut downs, transportation interruptions, disruptions in the supply chain of certain materials, supplies, or equipment, disruptions to public services, temporary suspensions of work on site, or the unavailability or reduced availability of manpower, the parties agree that if Subcontractor (DUFP) is hindered, prevented or delayed at any time in the commencement or progress of the work for a cause arising from or related to COVID-19, including but not limited to any of the examples above, Subcontractor shall be entitled to an extension of the Contract time. Furthermore, Subcontractor shall be entitled to additional compensation for increased costs associated with the high demand for specified materials, for increased costs associated with any proposed substitute approved by Contractor or Owner, or any other similar cost increase outside the control of Subcontractor.

Authorized Signature _____ **Date:** _____

Print Name: _____ **PO#:** _____



SRI Fire
1060 Central Avenue
Albany, NY 12205
Phone: 518-459-2776

Invoice #: 1052-F308101
Invoice Date: 10/29/2024

<u>Customer PO</u>	<u>Astea Contract No.</u>	<u>Astea Service No.</u>	<u>AX Project No.</u>	<u>Customer No.</u>	<u>Terms</u>
	CONTAX105729_1		1052-0294057	1052-C023849	Due Upon Receipt

Bill To: Goshen Library & Historical Society
366 Main St
Goshen, NY 10924-1614

Project Site: Goshen Public Library & Historical Society
366 Main St
Goshen, NY 10924-1614

Project Description: GOSHEN LIBRARY & HISTORICAL SOCIETY SP FP BF INSPECTION - 1Y
Salesperson: Atkinson, Katie A
Primary Field Tech:
Project Manager: Atkinson, Katie A

Signed by:

Description	Amount
Fixed Price	931.00

Problem Resolution: October 2024

Gross Amount this Invoice	\$931.00
---------------------------	----------

Please Remit Payment to:	Total Amount Due this Invoice	\$931.00
---------------------------------	--------------------------------------	-----------------

Address for U.S. Postal Service (USPS)
SRI Fire
PO Box 412007
Boston, MA 02241-2007

Pay This Amount → \$931.00

Customer #: 1052-C023849 Invoice #: 1052-F308101

Service Simplified:
Pay your bill Online at www.srifire.com

Thank You for Your Business!!

Wet Fire Sprinkler System Inspection Report



POWERED BY **API GROUP**

Location Code: LRIDDII

Contact: Kathleen

Contact Address: 366 MAIN ST
GOSHEN, NY 10924-1614

Phone: 845-294-6606

Email: clemmer@rcsls.org;
gustavo@goshenpubliclibrary.org

Property Evaluated: Goshen Public Library & Historical
Society (Educational)
366 MAIN ST
GOSHEN, NY 10924-1614

Description: Wet ((3) Wet Systems)

Work Order: SV12410030188/1

Company: SRI Fire & Security

NYS Fire Alarm License 12000063334,

Expires: 6/30/2024

Address: 25 Post Rd #4
Albany, NY 12205

Company Phone: 518-273-7377

Inspector: John Oles
NOT REQUIRED

Date of Work: 10/16/2024

Frequency: Annual

Tag: 1052-0294057

Deficiency Summary

Status: Open

Control Valves: System, No. of Valves: 4, Type: OS&Y

Additional Info: Backflow #1-4" / Backflow#2-4" / Jockey Pump Suction-1.25" / Jockey Pump Discharge-1.25" / Pump House-1.25"

Easily Accessible: Yes.

Signs?: No. Installation Contractor To Provide

Valve in proper position?: Yes.

Secured?: Yes.

Supervision Operational?: Yes.

NFPA 25-2017 13.3.1

Each controlvalveshall be identified and have a sign indicating the system or portion of the system it controls

Status: Open

Control Valves: Pump, No. of Valves: 7, Type: BFV

Additional Info: Fire Pump Discharge / System Main Control / Bypass#1 / Bypass#2 / Flow Meter#1 / Flow Meter#2 / Test Header / 4" BFV

Easily Accessible: Yes.

Signs?: No. Installation Contractor To Provide

Valve in proper position?: Yes.

Secured?: Yes.

Supervision Operational?: Yes.

NFPA 25-2017 13.3.1

Each controlvalveshall be identified and have a sign indicating the system or portion of the system it controls

Status: Open

Control Valves: System, No. of Valves: 2, Type: BFV

Additional Info: 1st flr / 2nd flr / 4" BFV

Easily Accessible: Yes.

Signs?: No. Installation Contractor To Provide

Valve in proper position?: Yes.

Secured?: Yes.

Supervision Operational?: Yes.

NFPA 25-2017 13.3.1

Each controlvalveshall be identified and have a sign indicating the system or portion of the system it controls

Status: Open

c. Do fire pumps, gravity, surface and pressure tanks appear to be in good external condition and properly maintained?

3YRS Tank Inspection Due

NFPA 25-2017 8.2.1; 9.2.4.1

The purpose of inspection shall be to verify that the pump assembly appears to be in operating condition and free from physical damage. The exterior of the tank, supporting structure, vents, foundation, catwalks or ladders, where provided, shall be inspected quarterly for signs of obvious damage or weakening.

Status: Open

d. Has the five years hydrostatic test been performed on piping from the fire department connection to the fire department check valve

5YRS Due

Status: Open

c. Is the Hydraulic Name Plate, if required, securely attached and legible?

Installation Contractor To Provide

NFPA 25-2017 5.2.5.1

A hydraulic design information sign that is missing or illegible shall be replaced.

Status: Open

a. Do all gauges appear to be in good condition and read within normal range?

Gauges Over 5yrs

NFPA 25-2017 13.2.7.1.2

Gaugesmonitoring water pressure shall be inspected quarterly to verify that normal water supply pressure is being maintained.

Status: Open

b. Has there been an internal inspection of the piping within the last 5 years?

5yrs Due

NFPA 25-2017 14.2.1.1

An assessment of the internal condition of piping shall be conducted shall be conducted at a minimum of every 5 years or in accordance with 14.2.1.2 for the purpose of inspecting for the presence of foreign organic or inorganic material. 14.2.1.2 Where an assessment frequency has been established by an approved risk analysis, the assessment shall be performed at a frequency determined by the approved risk analysis.

Status: Open

d. Are all of the gauges dated within 5 years or compared to a calibrated gauge?

5yrs Due

NFPA 25-2017 13.2.7.2

Gaugesshall be replaced every 5 years or tested every 5 years by comparison with a calibratedgauge

Status: Open

g. Are extra sprinklers available on the premises in a head cabinet, along with the appropriate head wrench?

Installation Contractor To Provide

NFPA 25-2017 5.2.1.4

The supply of spare sprinklers shall be inspected annually for the following: (1) The correct number and type of sprinkler as required by 5.4.1.5 (2)

A sprinkler wrench for each type of sprinkler as required by 5.4.1.5.5 (3) The list of sprinklers as required by 5.4.1.5.6

Status: Open

h. Is a list of the installed sprinkler kept in the spare head cabinet?

Installation Contractor To Provide

NFPA 25-2017 5.4.1.5.6

A list of the sprinklers installed in the property shall be posted in the sprinkler cabinet.

General Comments

These items are outside the regular scope of the required inspection and are not the result of an engineering review. This information is not intended to be all-inclusive but rather a list of items discovered as a by-product of the required inspection.

There are no general comments for this submission



SRI Fire & Security
 25 Post Rd #4
 Albany, NY 12205
 Phone: 518-273-7377

Wet Fire Sprinkler System Inspection Report

Tag 1052-0294057
 Inspection Frequency: Annual
 Property Being Evaluated: _____
Goshen Public Library & Historical Society (Educational)
 Owner: _____
Kathleen
 Owner's Phone Number: _____
845-294-6606
 Property Address: _____
366 MAIN ST. GOSHEN, NY, 10924-1614

I. General

A. (To be filled out by the Owner or Owner's Representative)

Has the Owners section been answered on another inspection report that will be submitted with this inspection report? Yes No Owner not Available

Answers to the following questions should be for all fire and life safety systems and not limited to the scope of the present inspection form.

1. Has the occupancy, machinery, or operations remained the same since the last inspection? Yes No
2. Has the system(s) remained in service without modifications or repairs since the last inspection? Yes No
3. If a fire has occurred since the last inspection, have all damaged sprinkler system components been replaced? Yes No N/A
4. Have fire pumps had a curve test completed in the past 12 months? Yes No N/A
5. Are gravity, surface, or pressure tanks protected from freezing? Yes No N/A
6. Are any sprinklers or other sprinkler system components exposed to harsh conditions (ie. Corrosive atmospheres, extreme temperatures, etc.) Yes No N/A
7. Do any systems contain low-point drains, excluding wet systems? (Please note - Low point drains should be emptied of condensation on a regular basis) Yes No N/A
- 7a. How many low point drains? N/A
- 7b. What are the general locations of low point drains? N/A
8. Does the valve room have adequate heat to maintain a minimum of 40 F? Yes No N/A

The above answers are verified as accurate and current by the undersigned Owner or Owner's Representative for all fire and life safety systems.

Owner Signature

Printed Jerome Tatrabor
 Title IT Services/Oprations
 Date 10/16/2024

B. (To be answered by the inspector)

- a. Is System in service upon arrival? Yes No
- b. Was the alarm panel free of alarm and trouble signals upon arrival? (If no, please explain in comments) Yes No N/A
- c. Does there appear to be proper clearance between the top of all storage and the sprinkler deflector? Yes No N/A
- d. Does it appear that visible exterior openings are protected against the entrance of cold air? Yes No N/A

2. Control Valves

- a. Do Control Valves appear to be free of damage/leaks? Yes No



SRI Fire & Security
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 Albany, NY 12205
 Phone: 518-273-7377

Control Valves:	No. of Valves:	Type:	Additional Info:	Easily Accessible?	Signs?	Valve in proper position?	Secured?	Supervision Operational?
System	4	OS&Y	Backflow #1-4" / Backflow#2-4" / Jockey Pump Suction-1.25" / Jockey Pump Discharge-1.25" / Pump House-1.25"	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Pump	7	BFV	Fire Pump Discharge / System Main Control / Bypass#1 / Bypass#2 / Flow Meter#1 / Flow Meter#2 / Test Header / 4" BFV	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
System	2	BFV	1st flr / 2nd flr / 4" BFV	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

3. Water Supplies

- a. Water Supply Source City Private Pressure Fire Pump & Tank Pressure Fire Pump & City Pressure Fire Pump & Pond

Main Drain	Main Drain Pipe Size	Static Pressure Before	Flow Pressure	Static Pressure After	Main Drain Valve Location	Time to Restore Pressure	Results
System	1"	91	60	80	Pump Room	2	<input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail <input type="checkbox"/> N/A

4. Tanks, Pumps, Fire Dept. Connections

- a. Appears that the F.D.C. is in satisfactory condition, couplings free, caps or plugs in place and check valves tight? Yes No N/A
- b. Are fire department connections visible, accessible, and identification sign(s) in place? Yes No N/A
- c. Do fire pumps, gravity, surface and pressure tanks appear to be in good external condition and properly maintained? Yes No N/A
- d. Has the five years hydrostatic test been performed on piping from the fire department connection to the fire department check valve Yes No N/A
- e. Date: _____ System Installed 2018
- Do you need to fill out an FDC Hydro test table for quoting purposes? Yes No

Information			
FDC Location	West side of building	Check Valve Type	<input checked="" type="checkbox"/> grooved <input type="checkbox"/> flanged <input type="checkbox"/> threaded
FDC Size	4"	Ball Drip Size	<input checked="" type="checkbox"/> .5" <input type="checkbox"/> .75" <input type="checkbox"/> None
FDC Type	<input type="checkbox"/> swivel collar <input checked="" type="checkbox"/> storz	Water Source	FP
Check Valve Location	Valve Closet Inside Of Building	Power Source	Wall outlet
Check Valve Height	6'	Swivel Condition	<input checked="" type="checkbox"/> good <input type="checkbox"/> bad
Check Valve Size	4"	Approximate Pipe Length	75'

5. Wet Systems

- a. Do Valve and Trim appear to be free of damage/leaks and in good condition? Yes No N/A
- b. Have all control valves been fully operated and returned to their normal position? Yes No N/A
- c. Is the Hydraulic Name Plate, if required, securely attached and legible? Yes No N/A
- d. Are there anti-freeze system(s) at this location? Yes No N/A



6. Alarms

- a. Did the water motor gong operate during testing? Yes No N/A
 b. Did the electric alarms operate during testing? Yes No N/A

System	Time
Pump Room	30
1st flr	30
2nd flr	30

- d. Did the supervisory alarms operate during testing? Yes No N/A
 e. Was the alarm panel clear of alarm and trouble signals upon departure? (If no, please explain in comments) Yes No N/A

7. Systems, Sprinklers, and Piping (Inspected at the ground level)

- a. Do all gauges appear to be in good condition and read within normal range? Yes No N/A
 b. Has there been an internal inspection of the piping within the last 5 years? Yes No N/A
 c. Date last checked (Checking is recommended at least every 5 years) _____ System Installed 2018
 d. Are all of the gauges dated within 5 years or compared to a calibrated gauge? Yes No N/A
 e. Do sprinklers generally appear to be free of damage, corrosion, paint, loading and visible obstruction, and appear to be installed in the correct orientation? Yes No N/A
 f. Do escutcheons and cover plates for recessed, flush, and concealed sprinklers generally appear to be installed? Yes No N/A
 g. Are extra sprinklers available on the premises in a head cabinet, along with the appropriate head wrench? Yes No N/A
 h. Is a list of the installed sprinkler kept in the spare head cabinet? Yes No N/A

Make/Model of Heads: _____

Include Sprinkler Head table? Yes No

Sprinkler Heads

Make	Model	Sprinkler Identification, SIN	General Description	Temperature Rating, °F	Sprinkler Quantity Maintained	Mfg Year
Victulic	V3802		Concealer	155	2	2018
Victulic	V27		Brass Upright	155	2	2018
Victulic	V27		Brass Upright	200	2	2018

- i. Does the exterior condition of the fire sprinkler system appear to be satisfactory? Yes No N/A
 j. Have all dry sprinklers been replaced or a sample tested based on the appropriate interval? Yes No N/A
 Install or last sample test date _____ N/A
 k. Have all QR heads been replaced or a sample tested based on the appropriate interval? Yes No N/A
 Install or last sample test date _____ Heads Dated 2018
 l. Have all SR heads known to be more than 50 years old been replaced or a sample tested? Yes No N/A
 Install or last sample test date _____ N/A
 m. Have all heads known to be more than 75 Years old been replaced or sample tested? Yes No N/A
 Install or last sample test date _____ N/A
 n. Do all known high-temp and sprinklers subject to harsh conditions appear to be less than 5 years old? Yes No N/A
 Install or last sample test date _____ N/A
 o. Do all visible pipe supports/hangers and seismic bracing appear to be in good condition? Yes No N/A
 p. Does the hose valve(s) on the sprinkler system appear to be in satisfactory condition? Yes No N/A

8. Observations

These items are outside the regular scope of the required inspection and are not the result of an engineering review. This information is not intended to be all-inclusive but rather a list of items discovered as a by-product of the required inspection.

Please see the summary section at the top of the form for the comments.

9. Adjustments or Corrections Made:

None

10. List Changes in the Occupancy Hazard or Fire Protection Equipment, as Advised by the Owner in Section 1A

N/A

11. Inspector Information:

Test Verification:

Inspected By

Inspector Signature

John Oles



SRI Fire & Security
25 Post Rd #4
Albany, NY 12205
Phone: 518-273-7377

Inspector License:
Date of Work
Inspection Notes

NOT REQUIRED
10/16/2024

SECTION IV - OTHER TERMS AND LIMITATIONS

1. This Agreement is for inspection services only. If Customer wants Company to make any repairs, alterations or replacements as a result of the inspection services performed pursuant to this Agreement, such work and the additional compensation to Company must be specified in a separate written agreement between Company and Customer.
2. Any additional system equipment added to the Property after the date of this Agreement or not otherwise specified in Section II of this Agreement is not included in the inspection services to be provided pursuant to this Agreement. Inclusion of any such other equipment will require execution of an amendment to this agreement and adjustment of the inspection fee.
3. The inspection services provided by Company pursuant to this Agreement are limited to an evaluation of the functionality of the equipment identified in Section II above. Company will not evaluate or express any opinion as to whether the design and/or installation of the system are suitable for the Property or the operations at the Property.
4. Company's inspection is limited to a visual inspection of external readily accessible parts of the system and will not include every component including but not limited to sprinkler heads, pipe, fittings, hangers, pull stations, smoke detectors, conduit wire or other parts of the system being inspected. Company will only inspect a representative number or sample of the sprinkler heads, pipes, hangers, valves or other devices and equipment in their current position. THEREFORE, BY CONDUCTING ITS INSPECTION UNDER THIS AGREEMENT, COMPANY DOES NOT GUARANTEE OR WARRANT THE CONDITION OR OPERATION OF EVERY PIPE, SPRINKLER HEAD OR OTHER PART OF THE FIRE PROTECTION AND/OR FIRE ALARM/SECURITY SYSTEM ON THE PROPERTY.
5. AS A MATERIAL INDUCEMENT FOR COMPANY TO PROVIDE THE SERVICES SPECIFIED IN THIS AGREEMENT AT THE INSPECTION FEE QUOTED IN THIS AGREEMENT, CUSTOMER AGREES THAT COMPANY'S LIABILITY TO CUSTOMER AND ALL THIRD PARTIES WITH RESPECT TO ANY CLAIM UNDER THIS AGREEMENT, OR ARISING FROM THE SERVICES FURNISHED BY COMPANY, SHALL BE LIMITED TO THE LESSER OF \$1,000.00 OR THE TOTAL CONSIDERATION ACTUALLY RECEIVED BY COMPANY UNDER THIS AGREEMENT. THE FOREGOING LIMITATION SHALL APPLY TO ALL CLAIMS REGARDLESS OF THE NATURE THEREOF, INCLUDING CLAIMS ASSERTED AS A BREACH OF CONTRACT, A BREACH OF WARRANTY, NEGLIGENCE, STRICT LIABILITY OR OTHERWISE. IN NO EVENT SHALL COMPANY BE LIABLE FOR INCIDENTAL, CONSEQUENTIAL, SPECIAL, AND INDIRECT OR PUNITIVE DAMAGES, OR DAMAGES FOR LOST PROFITS. If Customer desires Company to accept an increased limit of liability for the services provided under this Agreement, Company will provide an alternate inspection fee quote reflecting such increased limit, provided, however, that the increased limit shall be effective only upon Company's and Customer's execution of a replacement agreement confirming the same and Customer's payment of the alternate fee.
6. Company, following each inspection, will provide to Customer a written "Report of Inspection" ("Report"). If required and/or with prior written authorization, Company will provide copies of the Report to the local or state authority having jurisdiction on behalf of Customer. If requested by Customer, a copy of the Report will also be forwarded to Customer's insurance company. The Report and recommendations, if any, by Company are only advisory in nature and are intended to assist Customer in reducing the possibility of loss to the Property by indicating obvious defects or impairments to the system(s) which were discovered by Company's inspection and which should receive prompt attention.

7. Customer agrees to obtain and shall be solely responsible to maintain property and casualty insurance for the Property, all contents therein, and operations performed within or around the Property. No insurance company, insurer or bonding company or their successors or assigns shall have any right of subrogation or otherwise against Company arising out of this Agreement or the services provided by Company pursuant to this Agreement.
8. Customer agrees to indemnify, defend and hold harmless Company, its agents, and employees from and against any and all claims, demands, suits, liabilities, damages, judgments, losses and expenses (including, without limitation, attorneys' fees) which may be asserted against or incurred by Company by any third party arising out of or related to this Agreement or the services provided by Company pursuant to this Agreement.
9. Company will make every reasonable effort to prevent the discharge of water into or onto areas of landscaping, decorative pavement, etc., at the Property, however it is Customer's responsibility to provide sufficient and readily accessible means to accept the full flow of water that may be required by tests as determined by the type of inspection and to take measures to eliminate the formation of ice in any area where a slip and fall hazard could occur.
10. This Agreement may not be assigned by Customer without the written consent of Company.
11. This Agreement may be signed in counterparts; a signed facsimile, photocopy, and/or electronic mail of this Agreement shall be as binding on both parties just as though this Agreement were executed in its original, pre-printed form.
12. This Agreement constitutes the entire Agreement between Company and Customer regarding the subject matter hereof and supersedes all prior agreements and understandings relating thereto. Although Customer for its convenience or in furtherance of its internal procedures may issue to Company a purchase order, order acknowledgement or similar form in connection with the services provided by Company pursuant to this Agreement, no term or condition in any such form that is different from or in addition to the terms set forth in this Agreement shall be applicable, and all such different or additional terms shall be ineffective and void. This Agreement cannot be amended or modified except by a writing signed by Customer and Company.
13. Customer acknowledges Company is relying upon the accuracy of the information regarding Customer and the Property set forth in Sections I of this Agreement. Customer represents that all such information is complete and accurate as of the date on which this Agreement is signed by Customer. Customer will promptly advise Company in writing of any change to such information.
14. Other inclusions, exclusions, or attachments (if any) we exclude fire alarm.

Report on Test and Maintenance of Backflow Prevention Device

PART A

Please use a separate form for each device.

For the year 2024
 Initial test - Complete entire form
 Annual test - Complete Part A only

Public Water Supply Goshen DOW		Account No. N/A	County Orange	Block N/A	Lot N/A												
Facility Name <u>Goshen Public Library</u>			Location of Device <u>Pump Room</u>														
Address <u>366 MAIN ST, GOSHEN, NY, 10924-1614</u>																	
Street	City	Zip															
Device Information	Manufacturer WILKINS	Type <input type="checkbox"/> RPZ <input checked="" type="checkbox"/> DCV	Model 950XLD	Size (in inches) 3/4"	Serial Number HC24908												
	Check Valve No. 1	Check Valve No. 2	Differential Pressure Relief Valve	Line Pressure <u>60</u> psi													
Test before repair	Leaked <input checked="" type="checkbox"/> Closed tight <input checked="" type="checkbox"/>	Leaked <input type="checkbox"/> Closed tight <input checked="" type="checkbox"/>	Opened at _____ psid	Date <table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td>1</td><td>0</td><td>1</td><td>6</td><td>2</td><td>4</td></tr><tr><td>M</td><td>D</td><td>Y</td><td></td><td></td><td></td></tr></table>		1	0	1	6	2	4	M	D	Y			
	1	0	1	6	2	4											
M	D	Y															
Pressure drop across first check valve <u>1.3</u> psid																	
Describe repairs and materials used				Repaired by Name _____ Lic # _____ Date repaired: <table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr><tr><td>M</td><td>D</td><td>Y</td><td></td><td></td><td></td></tr></table>								M	D	Y			
M	D	Y															
Final test	Closed tight <input type="checkbox"/>	Closed tight <input type="checkbox"/>	Opened at _____ psid	Date <table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr><tr><td>M</td><td>D</td><td>Y</td><td></td><td></td><td></td></tr></table>								M	D	Y			
M	D	Y															
Pressure drop across first check valve _____ psid																	
Water Meter Number 48086204		Meter Reading	Type of Service: (check one) <input type="checkbox"/> Domestic <input checked="" type="checkbox"/> Fire <input type="checkbox"/> Other _____														

Remarks (Describe deficiencies: bypasses, outlets before the device, connections between the device and point of entry, missing or inadequate airgaps, etc.)

Certification: This device meets, does NOT meet, the requirements of an acceptable containment device at the time of testing
 I hereby certify the foregoing data to be correct.

Print Name <u>John Oles</u>	Certified Tester No. NOT REQUIRED	Signature 	Expiration Date 10640 / EXP 07
--------------------------------	---	---------------	--

Property owner's (or owner's agent) certification that test was performed:

Print Name <u>Jerome Tatrabor</u>	Title <u>IT Services/Oprations</u>	Signature 	Telephone 8452946606
--------------------------------------	---------------------------------------	---------------	--------------------------------

PART B

Certification that installation is in accordance with the approved plans. (To be completed by the design engineer or architect or water supplier.)

I hereby certify that this installation is in accordance with the approved plans.

Name	Title	Date	NYS DOH Log #												
License Number	Phone ()	<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr><tr><td>m</td><td>d</td><td>y</td><td></td><td></td><td></td></tr></table>							m	d	y				_____
m	d	y													
Representing		Describe minor installation changes													
Address															
City	State			Zip											
Signature															

NOTE: Send one completed copy to the designated health department representative and one copy to the water supplier within 30 days of the testing device. Notify owner and water supplier immediately if device fails test and repairs cannot immediately be made. DOH- 1013(9/91)



SRI Fire & Security
25 Post Rd #4
Albany, NY 12205
Phone: 518-273-7377

SECTION IV - OTHER TERMS AND LIMITATIONS

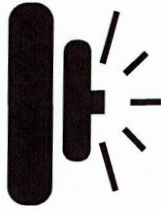
1. This Agreement is for inspection services only. If Customer wants Company to make any repairs, alterations or replacements as a result of the inspection services performed pursuant to this Agreement, such work and the additional compensation to Company must be specified in a separate written agreement between Company and Customer.
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5. AS A MATERIAL INDUCEMENT FOR COMPANY TO PROVIDE THE SERVICES SPECIFIED IN THIS AGREEMENT AT THE INSPECTION FEE QUOTED IN THIS AGREEMENT, CUSTOMER AGREES THAT COMPANY'S LIABILITY TO CUSTOMER AND ALL THIRD PARTIES WITH RESPECT TO ANY CLAIM UNDER THIS AGREEMENT, OR ARISING FROM THE SERVICES FURNISHED BY COMPANY, SHALL BE LIMITED TO THE LESSER OF \$1,000.00 OR THE TOTAL CONSIDERATION ACTUALLY RECEIVED BY COMPANY UNDER THIS AGREEMENT. THE FOREGOING LIMITATION SHALL APPLY TO ALL CLAIMS REGARDLESS OF THE NATURE THEREOF, INCLUDING CLAIMS ASSERTED AS A BREACH OF CONTRACT, A BREACH OF WARRANTY, NEGLIGENCE, STRICT LIABILITY OR OTHERWISE. IN NO EVENT SHALL COMPANY BE LIABLE FOR INCIDENTAL, CONSEQUENTIAL, SPECIAL, AND INDIRECT OR PUNITIVE DAMAGES, OR DAMAGES FOR LOST PROFITS. If Customer desires Company to accept an increased limit of liability for the services provided under this Agreement, Company will provide an alternate inspection fee quote reflecting such increased limit, provided, however, that the increased limit shall be effective only upon Company's and Customer's execution of a replacement agreement confirming the same and Customer's payment of the alternate fee.
6. Company, following each inspection, will provide to Customer a written "Report of Inspection" ("Report"). If required and/or with prior written authorization, Company will provide copies of the Report to the local or state authority having jurisdiction on behalf of Customer. If requested by Customer, a copy of the Report will also be forwarded to Customer's insurance company. The Report and recommendations, if any, by Company are only advisory in nature and are intended to assist Customer in reducing the possibility of loss to the Property by indicating obvious defects or impairments to the system(s) which were discovered by Company's inspection and which should receive prompt attention.



SRI Fire & Security
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7. Customer agrees to obtain and shall be solely responsible to maintain property and casualty insurance for the Property, all contents therein, and operations performed within or around the Property. No insurance company, insurer or bonding company or their successors or assigns shall have any right of subrogation or otherwise against Company arising out of this Agreement or the services provided by Company pursuant to this Agreement.
8. Customer agrees to indemnify, defend and hold harmless Company, its agents, and employees from and against any and all claims, demands, suits, liabilities, damages, judgments, losses and expenses (including, without limitation, attorneys' fees) which may be asserted against or incurred by Company by any third party arising out of or related to this Agreement or the services provided by Company pursuant to this Agreement.
9. Company will make every reasonable effort to prevent the discharge of water into or onto areas of landscaping, decorative pavement, etc., at the Property, however it is Customer's responsibility to provide sufficient and readily accessible means to accept the full flow of water that may be required by tests as determined by the type of inspection and to take measures to eliminate the formation of ice in any area where a slip and fall hazard could occur.
10. This Agreement may not be assigned by Customer without the written consent of Company.
11. This Agreement may be signed in counterparts; a signed facsimile, photocopy, and/or electronic mail of this Agreement shall be as binding on both parties just as though this Agreement were executed in its original, pre-printed form.
12. This Agreement constitutes the entire Agreement between Company and Customer regarding the subject matter hereof and supersedes all prior agreements and understandings relating thereto. Although Customer for its convenience or in furtherance of its internal procedures may issue to Company a purchase order, order acknowledgement or similar form in connection with the services provided by Company pursuant to this Agreement, no term or condition in any such form that is different from or in addition to the terms set forth in this Agreement shall be applicable, and all such different or additional terms shall be ineffective and void. This Agreement cannot be amended or modified except by a writing signed by Customer and Company.
13. Customer acknowledges Company is relying upon the accuracy of the information regarding Customer and the Property set forth in Sections I of this Agreement. Customer represents that all such information is complete and accurate as of the date on which this Agreement is signed by Customer. Customer will promptly advise Company in writing of any change to such information.
14. Other inclusions, exclusions, or attachments (if any) we exclude fire alarm.

INSPECTION CAPABILITIES



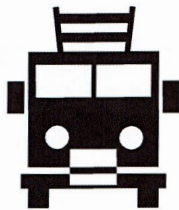
**FIRE
ALARM**



**FIRE
SPRINKLER**



**FIRE
SUPPRESSION**



**FIRE ALARM
MONITORING**



**FIRE
EXTINGUISHER**



EXIT
**EM/EXIT
LIGHTING**

CONTACT US TODAY FOR A QUOTE

Phone: 518-273-7377

Online: davisulmer.com/rfq

Fire Pump Inspection Report



Location Code: LRIDDII

Contact: Kathleen

Contact Address: 366 MAIN ST
GOSHEN, NY 10924-1614

Phone: 845-294-6606

Email: clemmer@rcls.org;
gustavo@goshenpubliclibrary.org

Property Evaluated: Goshen Public Library & Historical
Society (Educational)
366 MAIN ST
GOSHEN, NY 10924-1614

Description: Fire Pump ((1) Diesel Fire Pump)

Work Order: SV2410030188/1

Company: SRI Fire & Security

NYS Fire Alarm License 12000063334,
Expires: 6/30/2024

Address: 25 Post Rd #4
Albany, NY 12205

Company Phone: 518-273-7377

Inspector: John Oles
NOT REQUIRED

Date of Work: 10/17/2024

Frequency: Annual

Tag: 1052-0294057

Deficiency Summary

Status: Open

5. Suction and system pressure gauges normal?
Gauges Over 5YRS

Status: Open

i. Have the gauges, transducers, flow meters and other devices used for measurement calibrated within the past year?
Gauges Over 5YRS

General Comments

These items are outside the regular scope of the required inspection and are not the result of an engineering review. This information is not intended to be all-inclusive but rather a list of items discovered as a by-product of the required inspection.

There are no general comments for this submission



Fire Pump Inspection Report

Tag: 1052-0294057
Inspection Frequency: Annual
Property Being Evaluated: Goshen Public Library & Historical Society (Educational)
Owner: Kathleen
Owner's Phone Number: 845-294-6606
Property Address: 366 MAIN ST, GOSHEN, NY, 10924-1614

I. General

A. (To be filled out by the Owner or Owner's Representative)

Has the Owners section been answered on another inspection report that will be submitted with this inspection report? [X] Yes [] No

B. (To be answered by the inspector)

1. Is System in service upon arrival? [X] Yes [] No

C. Fire Pump Information

- 1. Fire pump shaft [X] Horizontal [] Vertical
2. Fire pump Manufacturer: N/A
3. Fire pump Model/Type: N/A
4. Fire pump serial number: N/A
5. Impeller diameter: N/A
6. Fire pump rated GPM: 250
7. Fire pump rated RPM: 2350
8. Fire pump rated PSI:
a. Fire pump rated PSI at churn: 85
b. Fire pump rated PSI at 100%: 65
c. Fire pump rated PSI at 150%: 51
9. Suction from: N/A
10. Tank size: N/A
11. Tank height: N/A
12. Is this a Vertical Turbine Type? [] Yes [X] No

D. Driver Information

- Driver manufacturer: Clark
Driver model or type: N/A
Driver serial number: N/A
Driver rated HP: N/A
Driver rated RPM: N/A
Driver engine type: [] Electric [X] Diesel
Driver rated voltage: N/A
Driver operating voltage: N/A
Driver Phase: N/A
Drive Cycles: N/A
Driver service factor: N/A

E. Controller Information

- Controllor manufacturer: N/A
Controllor model or type: N/A
Controllor serial number: N/A
Controllor Start PSI: 60
Controllor Stop PSI: 80

F. Jockey Pump Information

- 1. Is there a Jockey Pump? [X] Yes [] No
2. Jockey pump manufacturer: N/A
3. Jockey pump model or type: N/A
4. Jockey pump serial number: N/A
5. Jockey pump on PSI: 70
6. Jockey pump off PSI: 90

2. - Inspector's Section

A. Inspections - All to be performed weekly

- | | |
|---|--|
| 1. Pump house/room proper temperature? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| 2. Ventilating louvers in pump room appear operational? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| 3. Pump suction, discharge, and bypass valves are open? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| 4. Piping free from leaks? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| 5. Suction and system pressure gauges normal? | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A |
| 6. Suction reservoir, if provided, is full? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| 7. Wet pit suction screens are clean and in place? | <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A |
| 8. Waterflow test valves in closed position? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| 9. Diesel Engine Driven Pumps: | |
| a. Diesel fuel tank is at least 2/3 full? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| b. Controller selector switch is in "auto" position? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| c. Voltage readings for batteries (2) are normal? Charging current readings are normal for batteries? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| d. Pilot lights for batteries are on or battery failure pilot lights are "off"? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| e. All alarm pilot lights are "off"? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| f. Record engine running time from meter: | 34 |
| g. Oil level is normal in right-angle gear-drive pumps? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| h. Crankcase oil level is normal? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| i. Cooling water level is normal? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| j. Electrolyte level in batteries is normal? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| k. Battery terminals free of corrosion? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| l. Water-jacket heater is operational? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| 10. Circulation relief valve flowing water? | <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A |
| 11. Pressure relief valves operating with proper pressure downstream while pump is operational? | <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A |

B. Testing - Report any failures in the Comments for this form

2. Annual Tests (in addition to above items)

Annual pump test was run using the following method?

Method A Method B Method C

Method A - discharge of water through flow streams. Flow readings taken at each hose stream.

Method B - discharge through bypass flow meter to drain or suction reservoir. Flow readings taken by flow meter.

Method C - discharge through bypass flow meter directly returned to pump suction. Flow readings taken by flow meter.

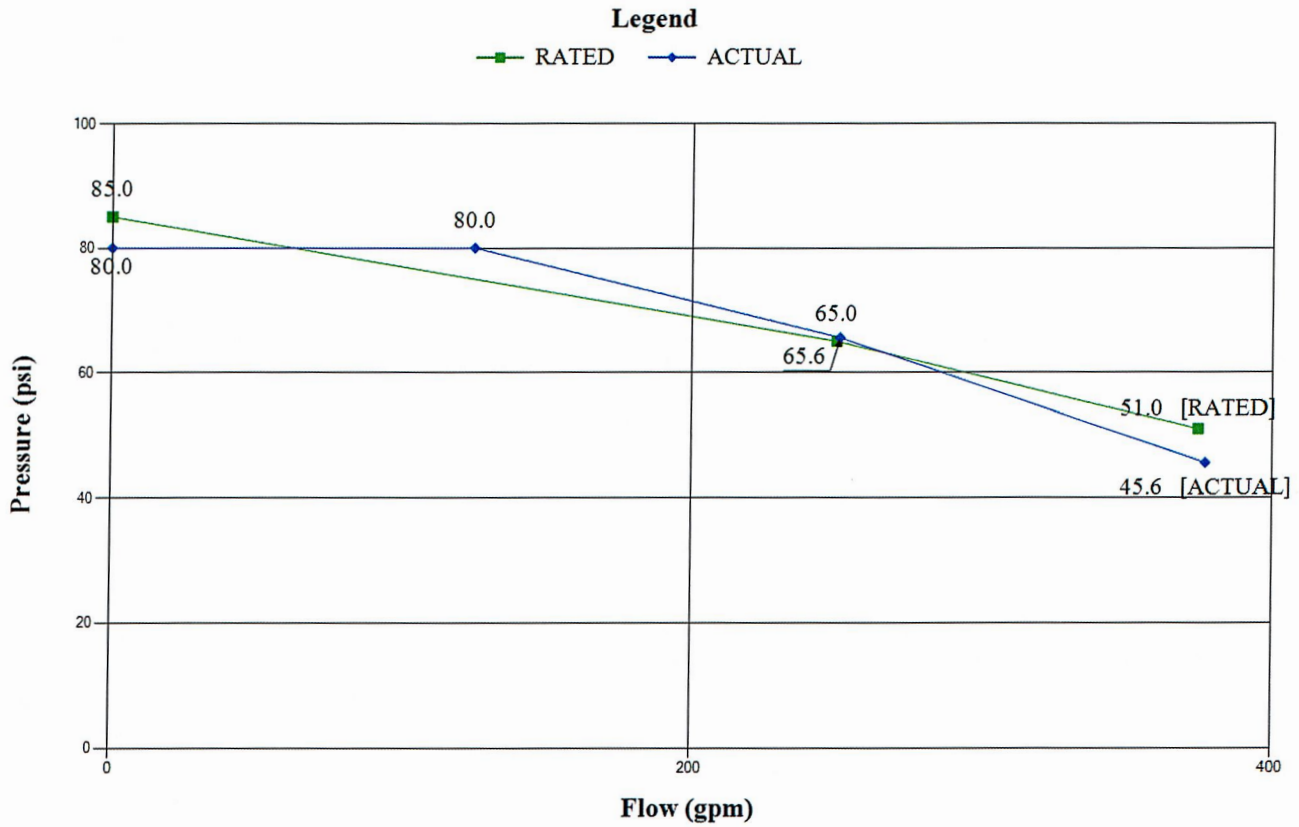
Note: at least once every three years, method A or B must be used.

Pump Test Results Table

	Churn	50%	100%	Peak Flow
Suction Pressure	0	0	0	0
Discharge Pressure	80	80	65	45
Measured Net Pressure	80.0	80.0	65.0	45.0
Net Pressure at Rated RPM	80.0	80.0	65.6	45.6
Observed Flow	Not Applicable	125	250	375
Flow at Rated RPM	Not Applicable	125.0	251.1	377.4
Electric Voltage and Current	0	0	0	0
Pump Speed	2350	2350	2340	2335
Pump Performance at Rated Flow	Not Applicable	Not Applicable	100.9	Not Applicable

Include 50% flow on the chart?

Yes No



Is the net pressure test result, adjusted for the speed of the pump, at or above 95% of the Rated pressure at the rated flow of the pump?

Yes No

a. Do the remaining values in the results table appear to be acceptable?

Yes No N/A

b. Diesel engine driven pump ran for 30 min?

Yes No N/A

c. Circulation and pressure relief valves operated properly during all flow tests?

Yes No N/A

d. No alarm indicators or other visible abnormalities observed during no-flow test?

Yes No N/A

e. Suction screens cleaned after flow?

Yes No N/A

f. Automatic transfer switch test:

1. Power failure simulated during peak flow?

Yes No N/A

2. Connection made to alternate source?

Yes No N/A

3. After termination of simulated power failure did motor reconnect to normal source?

Yes No N/A

g. All alarm conditions simulated?

Yes No N/A

h. All alarms operated?

Yes No N/A

i. Have the gauges, transducers, flow meters and other devices used for measurement calibrated within the past year? Yes No N/A

j. Electric Fire Pump was manually started? (Do not use the emergency start switch) Yes No N/A

3. Observations

These items are outside the regular scope of the required inspection and are not the result of an engineering review. This information is not intended to be all-inclusive but rather a list of items discovered as a by-product of the required inspection.

Please see the summary section at the top of the form for the comments.

4. Inspector Information:

Test Verification:

Inspected By

Inspector Signature

John Oles

Inspector License:

Date of Work

NOT REQUIRED

10/17/2024

SECTION IV - OTHER TERMS AND LIMITATIONS

1. This Agreement is for inspection services only. If Customer wants Company to make any repairs, alterations or replacements as a result of the inspection services performed pursuant to this Agreement, such work and the additional compensation to Company must be specified in a separate written agreement between Company and Customer.
2. Any additional system equipment added to the Property after the date of this Agreement or not otherwise specified in Section II of this Agreement is not included in the inspection services to be provided pursuant to this Agreement. Inclusion of any such other equipment will require execution of an amendment to this agreement and adjustment of the inspection fee.
3. The inspection services provided by Company pursuant to this Agreement are limited to an evaluation of the functionality of the equipment identified in Section II above. Company will not evaluate or express any opinion as to whether the design and/or installation of the system are suitable for the Property or the operations at the Property.
4. Company's inspection is limited to a visual inspection of external readily accessible parts of the system and will not include every component including but not limited to sprinkler heads, pipe, fittings, hangers, pull stations, smoke detectors, conduit wire or other parts of the system being inspected. Company will only inspect a representative number or sample of the sprinkler heads, pipes, hangers, valves or other devices and equipment in their current position. THEREFORE, BY CONDUCTING ITS INSPECTION UNDER THIS AGREEMENT, COMPANY DOES NOT GUARANTEE OR WARRANT THE CONDITION OR OPERATION OF EVERY PIPE, SPRINKLER HEAD OR OTHER PART OF THE FIRE PROTECTION AND/OR FIRE ALARM/SECURITY SYSTEM ON THE PROPERTY.
5. AS A MATERIAL INDUCEMENT FOR COMPANY TO PROVIDE THE SERVICES SPECIFIED IN THIS AGREEMENT AT THE INSPECTION FEE QUOTED IN THIS AGREEMENT, CUSTOMER AGREES THAT COMPANY'S LIABILITY TO CUSTOMER AND ALL THIRD PARTIES WITH RESPECT TO ANY CLAIM UNDER THIS AGREEMENT, OR ARISING FROM THE SERVICES FURNISHED BY COMPANY, SHALL BE LIMITED TO THE LESSER OF \$1,000.00 OR THE TOTAL CONSIDERATION ACTUALLY RECEIVED BY COMPANY UNDER THIS AGREEMENT. THE FOREGOING LIMITATION SHALL APPLY TO ALL CLAIMS REGARDLESS OF THE NATURE THEREOF, INCLUDING CLAIMS ASSERTED AS A BREACH OF CONTRACT, A BREACH OF WARRANTY, NEGLIGENCE, STRICT LIABILITY OR OTHERWISE. IN NO EVENT SHALL COMPANY BE LIABLE FOR INCIDENTAL, CONSEQUENTIAL, SPECIAL, AND INDIRECT OR PUNITIVE DAMAGES, OR DAMAGES FOR LOST PROFITS. If Customer desires Company to accept an increased limit of liability for the services provided under this Agreement, Company will provide an alternate inspection fee quote reflecting such increased limit, provided, however, that the increased limit shall be effective only upon Company's and Customer's execution of a replacement agreement confirming the same and Customer's payment of the alternate fee.
6. Company, following each inspection, will provide to Customer a written "Report of Inspection" ("Report"). If required and/or with prior written authorization, Company will provide copies of the Report to the local or state authority having jurisdiction on behalf of Customer. If requested by Customer, a copy of the Report will also be forwarded to Customer's insurance company. The Report and recommendations, if any, by Company are only advisory in nature and are intended to assist Customer in reducing the possibility of loss to the Property by indicating obvious defects or impairments to the system(s) which were discovered by Company's inspection and which should receive prompt attention.

7. Customer agrees to obtain and shall be solely responsible to maintain property and casualty insurance for the Property, all contents therein, and operations performed within or around the Property. No insurance company, insurer or bonding company or their successors or assigns shall have any right of subrogation or otherwise against Company arising out of this Agreement or the services provided by Company pursuant to this Agreement.
8. Customer agrees to indemnify, defend and hold harmless Company, its agents, and employees from and against any and all claims, demands, suits, liabilities, damages, judgments, losses and expenses (including, without limitation, attorneys' fees) which may be asserted against or incurred by Company by any third party arising out of or related to this Agreement or the services provided by Company pursuant to this Agreement.
9. Company will make every reasonable effort to prevent the discharge of water into or onto areas of landscaping, decorative pavement, etc., at the Property, however it is Customer's responsibility to provide sufficient and readily accessible means to accept the full flow of water that may be required by tests as determined by the type of inspection and to take measures to eliminate the formation of ice in any area where a slip and fall hazard could occur.
10. This Agreement may not be assigned by Customer without the written consent of Company.
11. This Agreement may be signed in counterparts; a signed facsimile, photocopy, and/or electronic mail of this Agreement shall be as binding on both parties just as though this Agreement were executed in its original, pre-printed form.
12. This Agreement constitutes the entire Agreement between Company and Customer regarding the subject matter hereof and supersedes all prior agreements and understandings relating thereto. Although Customer for its convenience or in furtherance of its internal procedures may issue to Company a purchase order, order acknowledgement or similar form in connection with the services provided by Company pursuant to this Agreement, no term or condition in any such form that is different from or in addition to the terms set forth in this Agreement shall be applicable, and all such different or additional terms shall be ineffective and void. This Agreement cannot be amended or modified except by a writing signed by Customer and Company.
13. Customer acknowledges Company is relying upon the accuracy of the information regarding Customer and the Property set forth in Sections I of this Agreement. Customer represents that all such information is complete and accurate as of the date on which this Agreement is signed by Customer. Customer will promptly advise Company in writing of any change to such information.
14. Other inclusions, exclusions, or attachments (if any) we exclude fire alarm.

Report on Test and Maintenance of Backflow Prevention Device

PART A

Please use a separate form for each device.

For the year 2024
 Initial test - Complete entire form
 Annual test - Complete Part A only

Public Water Supply Goshen DPW	Account No. N/A	County Orange	Block N/A	Lot N/A
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Facility Name <u>Goshen Public Library</u>	Location of Device _____
Address <u>366 MAIN ST, GOSHEN, NY, 10924-1614</u> <small>Street City Zip</small>	Pump Room _____

Device Information	Manufacturer WILKINS	Type <input type="checkbox"/> RPZ <input checked="" type="checkbox"/> DCV	Model 350ASTDA	Size (in inches) 4"	Serial Number 14190
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Check Valve No. 1	Check Valve No. 2	Differential Pressure Relief Valve	Line Pressure <u>60</u> psi
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Test before repair	Leaked <input checked="" type="checkbox"/> Closed tight <input checked="" type="checkbox"/>	Leaked <input type="checkbox"/> Closed tight <input checked="" type="checkbox"/>	Opened at _____ psid	Date <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width:20px; text-align: center;">1</td> <td style="width:20px; text-align: center;">0</td> <td style="width:20px; text-align: center;">1</td> <td style="width:20px; text-align: center;">6</td> <td style="width:20px; text-align: center;">2</td> <td style="width:20px; text-align: center;">4</td> </tr> <tr> <td style="text-align: center;">M</td> <td></td> <td style="text-align: center;">D</td> <td></td> <td style="text-align: center;">Y</td> <td></td> </tr> </table>	1	0	1	6	2	4	M		D		Y	
1	0	1	6	2	4											
M		D		Y												
	Pressure drop across first check valve <u>1.1</u> psid															

Describe repairs and materials used		Repaired by Name _____ Lic # _____ Date repaired: <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width:20px; height: 20px;"></td> <td style="width:20px; height: 20px;"></td> <td style="width:20px; height: 20px;"></td> <td style="width:20px; height: 20px;"></td> <td style="width:20px; height: 20px;"></td> <td style="width:20px; height: 20px;"></td> </tr> <tr> <td style="text-align: center;">M</td> <td></td> <td style="text-align: center;">D</td> <td></td> <td style="text-align: center;">Y</td> <td></td> </tr> </table>							M		D		Y	
M		D		Y										

Final test	Closed tight <input type="checkbox"/>	Closed tight <input type="checkbox"/>	Opened at _____ psid	Date <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width:20px; height: 20px;"></td> <td style="width:20px; height: 20px;"></td> <td style="width:20px; height: 20px;"></td> <td style="width:20px; height: 20px;"></td> <td style="width:20px; height: 20px;"></td> <td style="width:20px; height: 20px;"></td> </tr> <tr> <td style="text-align: center;">M</td> <td></td> <td style="text-align: center;">D</td> <td></td> <td style="text-align: center;">Y</td> <td></td> </tr> </table>							M		D		Y	
M		D		Y												
	Pressure drop across first check valve _____ psid															

Water Meter Number N/A	Meter Reading	Type of Service: (check one) <input type="checkbox"/> Domestic <input checked="" type="checkbox"/> Fire <input type="checkbox"/> Other _____
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Remarks (Describe deficiencies: bypasses, outlets before the device, connections between the device and point of entry, missing or inadequate airgaps, etc.)

Certification: This device meets, does NOT meet, the requirements of an acceptable containment device at the time of testing
 I hereby certify the foregoing data to be correct.

<u>John Oles</u> Print Name	NOT REQUIRED Certified Tester No.	 Signature	<u>10640 / EXP 07</u> Expiration Date
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Property owner's (or owner's agent) certification that test was performed:

<u>Jerome Tatrabor</u> Print Name	<u>IT Services/Oprations</u> Title	 Signature	<u>8452946606</u> Telephone
--------------------------------------	---------------------------------------	---------------	--------------------------------

PART B

Certification that installation is in accordance with the approved plans. (To be completed by the design engineer or architect or water supplier.)

I hereby certify that this installation is in accordance with the approved plans.

Name	Title	Date	NYS DOH Log #												
License Number	Phone ()	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width:20px; height: 20px;"></td> <td style="width:20px; height: 20px;"></td> <td style="width:20px; height: 20px;"></td> <td style="width:20px; height: 20px;"></td> <td style="width:20px; height: 20px;"></td> <td style="width:20px; height: 20px;"></td> </tr> <tr> <td style="text-align: center;">m</td> <td></td> <td style="text-align: center;">d</td> <td></td> <td style="text-align: center;">y</td> <td></td> </tr> </table>							m		d		y		
m		d		y											
Representing		Describe minor installation changes													
Address															
City	State			Zip											
Signature _____															

NOTE: Send one completed copy to the designated health department representative and one copy to the water supplier within 30 days of the testing device. Notify owner and water supplier immediately if device fails test and repairs cannot immediately be made. DOH- 1013(9/91)

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5. AS A MATERIAL INDUCEMENT FOR COMPANY TO PROVIDE THE SERVICES SPECIFIED IN THIS AGREEMENT AT THE INSPECTION FEE QUOTED IN THIS AGREEMENT, CUSTOMER AGREES THAT COMPANY'S LIABILITY TO CUSTOMER AND ALL THIRD PARTIES WITH RESPECT TO ANY CLAIM UNDER THIS AGREEMENT, OR ARISING FROM THE SERVICES FURNISHED BY COMPANY, SHALL BE LIMITED TO THE LESSER OF \$1,000.00 OR THE TOTAL CONSIDERATION ACTUALLY RECEIVED BY COMPANY UNDER THIS AGREEMENT. THE FOREGOING LIMITATION SHALL APPLY TO ALL CLAIMS REGARDLESS OF THE NATURE THEREOF, INCLUDING CLAIMS ASSERTED AS A BREACH OF CONTRACT, A BREACH OF WARRANTY, NEGLIGENCE, STRICT LIABILITY OR OTHERWISE. IN NO EVENT SHALL COMPANY BE LIABLE FOR INCIDENTAL, CONSEQUENTIAL, SPECIAL, AND INDIRECT OR PUNITIVE DAMAGES, OR DAMAGES FOR LOST PROFITS. If Customer desires Company to accept an increased limit of liability for the services provided under this Agreement, Company will provide an alternate inspection fee quote reflecting such increased limit, provided, however, that the increased limit shall be effective only upon Company's and Customer's execution of a replacement agreement confirming the same and Customer's payment of the alternate fee.
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SRI Fire & Security
25 Post Rd #4
Albany, NY 12205
Phone: 518-273-7377

7. Customer agrees to obtain and shall be solely responsible to maintain property and casualty insurance for the Property, all contents therein, and operations performed within or around the Property. No insurance company, insurer or bonding company or their successors or assigns shall have any right of subrogation or otherwise against Company arising out of this Agreement or the services provided by Company pursuant to this Agreement.
8. Customer agrees to indemnify, defend and hold harmless Company, its agents, and employees from and against any and all claims, demands, suits, liabilities, damages, judgments, losses and expenses (including, without limitation, attorneys' fees) which may be asserted against or incurred by Company by any third party arising out of or related to this Agreement or the services provided by Company pursuant to this Agreement.
9. Company will make every reasonable effort to prevent the discharge of water into or onto areas of landscaping, decorative pavement, etc., at the Property, however it is Customer's responsibility to provide sufficient and readily accessible means to accept the full flow of water that may be required by tests as determined by the type of inspection and to take measures to eliminate the formation of ice in any area where a slip and fall hazard could occur.
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14. Other inclusions, exclusions, or attachments (if any) we exclude fire alarm.