

MEETING OF THE BOARD OF TRUSTEES
OF THE
MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

December 16, 2013

7:00 PM

AGENDA

I. CALL TO ORDER

PLEDGE OF ALLEGIANCE

II. APPROVAL OF MINUTES

III. SCHEDULE OF CLAIMS

1. OPERATING FUND

IV. FINANCIAL REPORTS

V. DIRECTOR'S REPORT

VI. ASSISTANT DIRECTOR'S REPORT

VII. BUSINESS MANAGER'S REPORT

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

A. DEPARTMENT REPORTS

- 1. ADULT SERVICES**
- 2. CHILDREN'S & PARENTS SERVICES**
- 3. TEEN SERVICES**
- 4. CIRCULATION SERVICES**
- 5. LITERACY SERVICES**
- 6. DIGITAL SERVICES**
- 7. INFORMATION TECHNOLOGY**

AGENDA

December 16, 2013

B. PERSONNEL

1. RECOMMENDED CHANGES

C. ROTARY CLUB OF SHIRLEY AND THE MASTICS ANNUAL FUNDRAISER

D. CONTINUING EDUCATION

E. CORRESPONDENCE

F. CONTRACT RENEWAL

G. TAX CAP RESOLUTION

H. LIBRARY HOLIDAYS 2014 (CALENDAR YEAR)

PERIOD FOR PUBLIC EXPRESSION

X. EXECUTIVE SESSION

XI. ADJOURNMENT

The next meeting of the Board of Trustees is scheduled for:

January 27, 2014, 7:00PM

**MASTICS-MORICHES-SHIRLEY
COMMUNITY LIBRARY**

MINUTES OF NOVEMBER 4, 2013 BOARD MEETING

Trustee Mazzarella called the meeting to order at 6:15 pm.

Present were Trustees Mazzarella, Maiorana, Simmons and Gross.

PRESENT

Motion by Gross second by Simmons to go into executive session at 6:17 pm. Carried 4-0.

**EXECUTIVE
SESSION**

Motion by Simmons, second by Maiorana to leave executive session at 9:28 pm. Carried 4-0.

Motion by Gross to adjourn the meeting at 9:29 pm. Carried 4-0.

ADJOURNMENT

Respectfully submitted by,

Tara D'Amato, Assistant Director

**MASTICS-MORICHES-SHIRLEY
COMMUNITY LIBRARY**

MINUTES OF NOVEMBER 18, 2013 BOARD MEETING

Trustee Mazzarella called the meeting to order at 5:00 pm.

Present were Trustees Mazzarella, Simmons, Gross, Director Rosalia and Assistant Director D'Amato.

PRESENT

Motion by Mazzarella, second by Simmons to go into Executive Session for the purpose of selecting a candidate for trustee. Carried 3-0.

**EXECUTIVE
SESSION**

Motion to appoint Mario Vigliotta as Trustee of the Mastics-Moriches-Shirley Community Library effective 11/25/13 when the candidate will take the oath of office at the regularly scheduled Board Meeting. Mr. Vigliotta will serve until the 2014 Annual Library Budget and Trustee Election at which time he must seek election for the vacant trustee position.

Motion by Saggio, second by Mazzarella to leave executive session at 8:51 pm. Carried 3-0.

Motion by Simmons to adjourn the meeting at 5:15pm. Carried 3-0.

ADJOURNMENT

Respectfully submitted by,

Tara D'Amato, Assistant Director

**MASTICS-MORICHES-SHIRLEY
COMMUNITY LIBRARY**

MINUTES OF NOVEMBER 25, 2013 BOARD MEETING

Trustee Mazzarella called the meeting to order at 7:06 pm.

Present were Trustees Maiorana, Mazzarella, Gross, Vigliotta, Director Rosalia, Assistant Director D'Amato, Business Manager Nowak also present, Dennis Stoner of Baldessari & Coster, LLP.

PRESENT

Motion by Maiorana, second by Gross to accept the minutes of the October 28, 2013 meeting of the Board of Trustees. Carried 4-0.

MINUTES

Motion by Gross, second by Maiorana to approve the Operating Fund schedule of claims dated 11/25/13; Prepay Payables Warrant #1 \$30,164.29; Payables Warrant #2 \$96,395.72; Payroll Warrant W.E. 10/25/2013 \$181,646.19; Payroll Benefits Warrant \$75,084.18; Payroll Warrant W.E. 11/08/2013 \$179,832.26; Payroll Benefits Warrant \$8,623.27. Carried 4-0.

**SCHEDULE
OF CLAIMS**

Motion by Gross, second by Maiorana to approve the October 2013 Operating Fund Report. Carried 4-0.

**FINANCIAL
REPORTS**

Motion by Maiorana, second by Vigliotta to approve the Capital Reserve Report for October 2013. Carried 4-0.

Motion by Gross, second by Maorana to approve the FY 2012 - 2013 Audited financial statements as prepared by Baldessari & Coster, LLP. Carried 4-0.

The Director mentioned the Rotary Club of Shirley and the Mastics sponsored a child from Kosova for the Gift of Life Program providing a life saving surgery. She informed us that her meetings with individual staff members (starting with Circulation) to discuss a vision for the library and possible concerns are going well. She is planning to meet with the entire Staff.

**DIRECTOR'S
REPORT**

DRAFT - UNAPPROVED

The Assistant Director gave a report demonstrating Ways to Give page on our website for donations and volunteering to the library.

ASS'T DIRECTOR'S REPORT

The Business Manager was happy to report that the New York State Retirement bill was approximately \$70,000.00 less than expected (the initial budgeted amount was just an estimate as provided by NYS). Additionally, the library received the advance from the school district for our tax anticipation note.

BUSINESS MNGR.'S REPORT

Motion by Gross, second by Maiorana to approve the CS-150 with the Director's recommended personnel changes.
Carried 4-0.

RECOMMENDED PERSONNEL CHANGES

Motion by Maiorana, second by Vigliotta to approve the proposed SCLS 2014 annual budget, of which \$96,361.00 will be paid for contracted services by the Mastics-Moriches-Shirley Community Library, Carried 4-0.

2014 SCLS BUDGET

Motion by Vigliotta, second by Maiorana to approve the 2014 SCLS Operating Budget. Carried 4-0.

Motion by Gross, second by Maiorana to amend the Circulation policy to reduce fines for videos/DVD media to .50 cents per day from \$1.00 per day.
Carried 4-0.

POLICY CHANGE

PERIOD OF PUBLIC EXPRESSION

Motion by Maiorana, second by Gross to award the structural steel project to Feyzi Painting in the amount of \$12,560.00 as recommended by Sand-pebble Builders and presented by Library Director Kerri Rosalia.
Carried 4-0.

STEEL REPAIR

DRAFT - UNAPPROVED

Motion by Maiorana, second by Vigliotta to move into Executive Session at 8:02 pm to discuss collective bargaining with CSEA.
Carried 4-0.

EXECUTIVE SESSION

Motion by Gross, second by Vigliotta to leave Executive session at 8:12 pm. Carried 4-0.

Motion by Maiorana, second by Vigliotta to adjourn the meeting at 8:14pm. Carried 4-0.

ADJOURNMENT

Respectfully submitted by,

Tara D'Amato, Ass't Director

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

SCHEDULE OF CLAIMS

PRESENTED DECEMBER 16, 2013

PREPAY PAYABLES WARRANT #1	\$14,887.76
PAYABLES WARRANT #2	\$122,590.22
PAYROLL WARRANT W.E. 11/22/2013	\$179,864.81
PAYROLL BENEFITS WARRANT	\$73,341.67
PAYROLL WARRANT W.E. 12/6/2013	\$202,594.88
PAYROLL BENEFITS WARRANT	\$8,600.42
 TOTAL	 <u>\$601,879.76</u>

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I hereby certify that at a meeting of the board of Trustees, a resolution was adopted for authorized payment of this attached schedule of claims.

Secretary:

Date:

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY
Prepay Payables Warrant #1
December 16, 2013

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	51096	11/22/2013	Postmaster	L0225 · EMPIRE NAT'L - OPERATING	
Bill	*NL 122013	11/21/2013		6433G · POSTAGE	3,138.59
TOTAL					3,138.59
Bill Pmt -Check	51097	11/26/2013	American Express	L0225 · EMPIRE NAT'L - OPERATING	
Bill	*111313	11/25/2013		6430G · OFFICE AND LIBRARY SUPPLIES	129.65
				6435D · CED, CONF & TRAVEL (ADM)	667.28
				6437N · PROGRAMS (TEEN)	616.64
				6437C · PROGRAMS (C&P)	380.30
				6437D · PROGRAMS (DIGITAL)	32.00
				7203A · EQUIPMENT ADULT	54.96
				6431D · TELECOMMUNICATIONS	25.00
				6428D · MISCELLANEOUS	1.95
				6450F · FUEL/GAS	82.55
				6429C · REALIA (C&P)	147.35
				6437A · PROGRAMS (ADULT)	16.00
				7203D · EQUIPMENT ADMIN	566.22
				6438 · DUES	100.00
				6428D · MISCELLANEOUS	2,680.24
TOTAL					5,500.14
Bill Pmt -Check	51098	11/27/2013	Amazon.com	L0225 · EMPIRE NAT'L - OPERATING	
Bill	*111013	11/26/2013		6410A · BOOKS (ADULT)	662.56
				6410C · BOOKS (C&P)	1,502.48
				6417A · VIDEOS (ADULT)	1,311.91
				6417C · VIDEOS (C&P)	653.25
				6410N · BOOKS (TEEN)	31.04

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY
Prepay Payables Warrant #1
December 16, 2013

Type	Num	Date	Name	Account	Paid Amount
				6412N · RECORDINGS (TEEN)	33.54
				6417N · VIDEOS (TEEN)	555.05
				6412A · RECORDINGS (ADULT)	26.06
				6437N · PROGRAMS (TEEN)	226.17
TOTAL					<u>5,002.06</u>
Bill Pmt -Check	51099	11/27/2013	Long Island Railroad	L0225 · EMPIRE NAT'L - OPERATING	
Bill	*Tickets 1272013	11/26/2013		6437A · PROGRAMS (ADULT)	370.00
TOTAL					<u>370.00</u>
Bill Pmt -Check	51100	12/04/2013	NYLA YASD	L0225 · EMPIRE NAT'L - OPERATING	
Bill	*12122013	12/04/2013		6435N · CED, CONF & TRAVEL (TEEN)	37.00
TOTAL					<u>37.00</u>
Bill Pmt -Check	51101	12/05/2013	Home Depot Credit Services	L0225 · EMPIRE NAT'L - OPERATING	
Bill	*111913	12/04/2013		6437C · PROGRAMS (C&P)	54.90
				6430G · OFFICE AND LIBRARY SUPPLIES	172.65
				6451G · CUSTODIAL SUPPLIES	612.42
TOTAL					<u>839.97</u>

GRAND TOTAL: \$ 14,887.76

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY
Prepay Payables Warrant #1
December 16, 2013

Type	Num	Date	Name	Account	Paid Amount
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I hereby certify that at a meeting of the board on _____
the above vouchers were approved and authorized.

Signed: _____
Title: Secretary

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY
Payables Warrant #2
December 16, 2013

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	51102	12/16/2013	Abramowitz, Kelly	L0225 · EMPIRE NAT'L - OPERATING	
Bill	11/1,8,15,22,29/13	12/10/2013		6437N · PROGRAMS (TEEN)	-600.00
TOTAL					-600.00
Bill Pmt -Check	51103	12/16/2013	All Island Janitorial Supply, Inc	L0225 · EMPIRE NAT'L - OPERATING	
Bill	728389	12/06/2013		6451G · CUSTODIAL SUPPLIES	-445.88
TOTAL					-445.88
Bill Pmt -Check	51104	12/16/2013	American Library Association	L0225 · EMPIRE NAT'L - OPERATING	
Bill	32443843	12/10/2013		6410C · BOOKS (C&P)	-149.00
TOTAL					-149.00
Bill Pmt -Check	51105	12/16/2013	Ashton, Ruth	L0225 · EMPIRE NAT'L - OPERATING	
Bill	11/23/13 12/7/13	12/09/2013		6437L · PROGRAMS (LIT)	-247.50
TOTAL					-247.50
Bill Pmt -Check	51106	12/16/2013	Baker & Taylor	L0225 · EMPIRE NAT'L - OPERATING	
Bill	3019143751	12/03/2013		6410A · BOOKS (ADULT)	-493.84
Bill	3019146889	12/03/2013		6410A · BOOKS (ADULT)	-23.30
Bill	3019149060	12/03/2013		6410A · BOOKS (ADULT)	-171.93
Bill	3019165986	12/03/2013		6410A · BOOKS (ADULT)	-102.40
Bill	3019170142	12/03/2013		6410A · BOOKS (ADULT)	-237.46

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

December 16, 2013

Type	Num	Date	Name	Account	Paid Amount
Bill	3019146866	12/03/2013		6410A · BOOKS (ADULT)	-713.65
Bill	3019138404	12/03/2013		6410C · BOOKS (C&P)	-11.90
Bill	3019138403	12/03/2013		6410C · BOOKS (C&P)	-7.77
Bill	3019121022	12/03/2013		6410C · BOOKS (C&P)	-106.89
Bill	3019121023	12/03/2013		6410C · BOOKS (C&P)	-35.69
Bill	3019111006	12/03/2013		6410C · BOOKS (C&P)	-219.63
Bill	3019123499	12/03/2013		6410C · BOOKS (C&P)	-40.18
Bill	3019138039	12/03/2013		6410C · BOOKS (C&P)	-89.20
Bill	3019135147	12/03/2013		6410C · BOOKS (C&P)	-98.96
Bill	3019131571	12/03/2013		6412C · RECORDINGS (C&P)	-16.63
Bill	3019158026	12/03/2013		6410A · BOOKS (ADULT)	-550.91
Bill	3019181465	12/03/2013		6410A · BOOKS (ADULT)	-205.29
Bill	3019165634	12/03/2013		6410A · BOOKS (ADULT)	-392.87
Bill	3019165204	12/03/2013		6410A · BOOKS (ADULT)	-625.15
Bill	3019174549	12/03/2013		6410A · BOOKS (ADULT)	-741.38
Bill	3019113578	12/05/2013		6410C · BOOKS (C&P)	-1,236.03
Bill	3019160533	12/05/2013		6410C · BOOKS (C&P)	-58.85
Bill	3019155851	12/05/2013		6410C · BOOKS (C&P)	-55.59
Bill	3019155852	12/05/2013		6410C · BOOKS (C&P)	-59.49
Bill	3019171715	12/05/2013		6410C · BOOKS (C&P)	-119.56
Bill	3019171716	12/05/2013		6410C · BOOKS (C&P)	-11.90
Bill	3019163327	12/05/2013		6410C · BOOKS (C&P)	-9.34
Bill	3019181725	12/06/2013		6410A · BOOKS (ADULT)	-325.61
Bill	3019191738	12/09/2013		6410A · BOOKS (ADULT)	-204.50
Bill	3019197940	12/09/2013		6410A · BOOKS (ADULT)	-172.54
Bill	3019186774	12/09/2013		6410A · BOOKS (ADULT)	-339.08
Bill	3019181613	12/09/2013		6410A · BOOKS (ADULT)	-61.92
Bill	3019182165	12/09/2013		6410A · BOOKS (ADULT)	-263.23
Bill	3019179815	12/09/2013		6410A · BOOKS (ADULT)	-593.14
Bill	3019194970	12/10/2013		6410A · BOOKS (ADULT)	-214.57
Bill	3019201172	12/10/2013		6410C · BOOKS (C&P)	-30.99
Bill	3019179629	12/10/2013		6410N · BOOKS (TEEN)	-5.44

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

December 16, 2013

Type	Num	Date	Name	Account	Paid Amount
Bill	3019171409	12/10/2013		6410N · BOOKS (TEEN)	-55.36
Bill	3019161378	12/10/2013		6410N · BOOKS (TEEN)	-949.87
Bill	3019172267	12/10/2013		6410N · BOOKS (TEEN)	-6.05
Bill	3019169173	12/10/2013		6410N · BOOKS (TEEN)	-19.78
Bill	3019201311	12/10/2013		6410N · BOOKS (TEEN)	-7.26
Bill	3019187921	12/10/2013		6410N · BOOKS (TEEN)	-12.10
Bill	3019161697	12/10/2013		6412N · RECORDINGS (TEEN)	-18.89
TOTAL					-9,716.12

Bill Pmt -Check 51107 12/16/2013 Baker & Taylor Entertainment L0225 · EMPIRE NAT'L - OPERATING

Bill	K09188680	12/10/2013		6412N · RECORDINGS (TEEN)	-37.04
Bill	K08968130	12/10/2013		6412N · RECORDINGS (TEEN)	-22.06
Bill	K08968140	12/10/2013		6412N · RECORDINGS (TEEN)	-186.59
Bill	K08270150	12/10/2013		6412N · RECORDINGS (TEEN)	-10.18
TOTAL					-255.87

Bill Pmt -Check 51108 12/16/2013 Baldessari & Coster LLP L0225 · EMPIRE NAT'L - OPERATING

Bill	11222013	12/03/2013		6437P01 · ACCOUNTANT/AUDITOR	-15,000.00
TOTAL					-15,000.00

Bill Pmt -Check 51109 12/16/2013 Bishop, Viviana G. L0225 · EMPIRE NAT'L - OPERATING

Bill	11/14,19,21,26/13	12/09/2013		6437L · PROGRAMS (LIT)	-225.00
TOTAL					-225.00

Bill Pmt -Check 51110 12/16/2013 Bleidner, Gloria L0225 · EMPIRE NAT'L - OPERATING

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

December 16, 2013

Type	Num	Date	Name	Account	Paid Amount
Bill	11182013	12/03/2013		6437A · PROGRAMS (ADULT)	-75.00
TOTAL					-75.00
Bill Pmt -Check	51111	12/16/2013	Blick Art Materials	L0225 · EMPIRE NAT'L - OPERATING	
Bill	2103775	12/03/2013		6437A · PROGRAMS (ADULT)	-24.28
				6437C · PROGRAMS (C&P)	-24.26
				6437L · PROGRAMS (LIT)	-24.26
TOTAL					-72.80
Bill Pmt -Check	51112	12/16/2013	Brodart Co.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	331986	12/06/2013		7203D · EQUIPMENT ADMIN	-403.92
TOTAL					-403.92
Bill Pmt -Check	51113	12/16/2013	Bruno, Sally	L0225 · EMPIRE NAT'L - OPERATING	
Bill	11262013	12/04/2013		6437A · PROGRAMS (ADULT)	-150.00
Bill	1232013	12/09/2013		6437A · PROGRAMS (ADULT)	-150.00
TOTAL					-300.00
Bill Pmt -Check	51114	12/16/2013	Bug Free Exterminating Co., Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	2348127	12/05/2013		6452G · BLDG ALTERATION AND MAINT	-150.00
TOTAL					-150.00

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

December 16, 2013

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	51115	12/16/2013	Carco Group, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	00779433	12/10/2013		6437P16 · STAFF BACKGROUND SCREEN	-113.63
TOTAL					-113.63
Bill Pmt -Check	51116	12/16/2013	Carter, Kathleen	L0225 · EMPIRE NAT'L - OPERATING	
Bill	11212013	12/03/2013		6437A · PROGRAMS (ADULT)	-100.00
TOTAL					-100.00
Bill Pmt -Check	51117	12/16/2013	Casper, Thomas	L0225 · EMPIRE NAT'L - OPERATING	
Bill	11162013	12/10/2013		6437N · PROGRAMS (TEEN)	-59.99
Bill	11292013	12/10/2013		6435N · CED, CONF & TRAVEL (TEEN)	-12.76
TOTAL					-72.75
Bill Pmt -Check	51118	12/16/2013	CDW Government, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	HJ46813	12/05/2013		7203W · EQUIPMENT WIRE	-488.31
Bill	HJ35439	12/05/2013		6430G · OFFICE AND LIBRARY SUPPLIES	-364.04
Bill	HF58759	12/05/2013		6430G · OFFICE AND LIBRARY SUPPLIES	-379.98
Bill	HC33515	12/09/2013		7203W · EQUIPMENT WIRE	-3,827.95
Bill	HD04951	12/09/2013		7203W · EQUIPMENT WIRE	-195.00
Bill	HC33512	12/09/2013		6430G · OFFICE AND LIBRARY SUPPLIES	-376.63
Bill	HC39972	12/09/2013		6430G · OFFICE AND LIBRARY SUPPLIES	-251.11
Bill	GL02819	12/09/2013		7203W · EQUIPMENT WIRE	-202.50
Bill	GM52213	12/09/2013		7203W · EQUIPMENT WIRE	-1,081.50
Bill	GS87413	12/09/2013		7203W · EQUIPMENT WIRE	-154.50
Bill	GT51288	12/09/2013		7203W · EQUIPMENT WIRE	-154.50

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

December 16, 2013

Type	Num	Date	Name	Account	Paid Amount
Bill	GT60952	12/09/2013		7203W · EQUIPMENT WIRE	-154.50
Bill	HB85237	12/09/2013		6430G · OFFICE AND LIBRARY SUPPLIES	-627.74
Bill	HF76531	12/09/2013		6430G · OFFICE AND LIBRARY SUPPLIES	-1,059.94
Bill	HJ42603	12/09/2013		6430G · OFFICE AND LIBRARY SUPPLIES	-1,057.82
TOTAL					-10,376.02

Bill Pmt -Check	51119	12/16/2013	Children's Plus Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	096293	12/05/2013		6410C · BOOKS (C&P)	-9,990.06
TOTAL					-9,990.06

Bill Pmt -Check	51120	12/16/2013	Cintas	L0225 · EMPIRE NAT'L - OPERATING	
Bill	D26A104423	12/04/2013		6437P15 · DOCUMENT MANAGEMENT/DESTF	-192.84
TOTAL					-192.84

Bill Pmt -Check	51121	12/16/2013	Cleanco Distributors, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	004602	12/03/2013		6451G · CUSTODIAL SUPPLIES	-75.00
TOTAL					-75.00

Bill Pmt -Check	51122	12/16/2013	Coffee Solutions	L0225 · EMPIRE NAT'L - OPERATING	
Bill	736180	12/06/2013		6430G · OFFICE AND LIBRARY SUPPLIES	-249.00
TOTAL					-249.00

Bill Pmt -Check	51123	12/16/2013	Colonial Youth & Family Services	L0225 · EMPIRE NAT'L - OPERATING	
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MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

December 16, 2013

Type	Num	Date	Name	Account	Paid Amount
Bill	11202013	12/03/2013		6437A · PROGRAMS (ADULT)	-45.00
				6437C · PROGRAMS (C&P)	-45.00
TOTAL					-90.00
Bill Pmt -Check	51124	12/16/2013	Cornell Cooperative Extension	L0225 · EMPIRE NAT'L - OPERATING	
Bill	11262013	12/04/2013		6437C · PROGRAMS (C&P)	-120.00
TOTAL					-120.00
Bill Pmt -Check	51125	12/16/2013	Corrigan, Jacqueline	L0225 · EMPIRE NAT'L - OPERATING	
Bill	11/21/13 12/5/13	12/09/2013		6437L · PROGRAMS (LIT)	-120.00
TOTAL					-120.00
Bill Pmt -Check	51126	12/16/2013	Currao-McAleavey, Carmella	L0225 · EMPIRE NAT'L - OPERATING	
Bill	11302013	12/09/2013		6437N · PROGRAMS (TEEN)	-45.00
TOTAL					-45.00
Bill Pmt -Check	51127	12/16/2013	Curtin, Eileen	L0225 · EMPIRE NAT'L - OPERATING	
Bill	1272013	12/10/2013		6410C · BOOKS (C&P)	-21.59
TOTAL					-21.59
Bill Pmt -Check	51128	12/16/2013	Davis, Lindsay	L0225 · EMPIRE NAT'L - OPERATING	

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

December 16, 2013

Type	Num	Date	Name	Account	Paid Amount
Bill	11/18,20,23,25/13	12/09/2013		6437L · PROGRAMS (LIT)	-300.00
TOTAL					-300.00
Bill Pmt -Check	51129	12/16/2013	Demco, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	5121425	12/03/2013		6410C · BOOKS (C&P)	-44.67
Bill	5152816	12/10/2013		6430G · OFFICE AND LIBRARY SUPPLIES	-53.86
TOTAL					-98.53
Bill Pmt -Check	51130	12/16/2013	Detail Carting Co. Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	308566	12/03/2013		6432G · CARTAGE	-250.38
TOTAL					-250.38
Bill Pmt -Check	51131	12/16/2013	DJJ Technologies	L0225 · EMPIRE NAT'L - OPERATING	
Bill	2044970	12/05/2013		6439W · EQUIPMENT R & M (WIRES)	-378.81
TOTAL					-378.81
Bill Pmt -Check	51132	12/16/2013	Donovan, Elizabeth	L0225 · EMPIRE NAT'L - OPERATING	
Bill	Mileage 11/2013	12/09/2013		6435L · CED, CONF & TRAVEL (LIT)	-26.85
TOTAL					-26.85
Bill Pmt -Check	51133	12/16/2013	East End Driving School, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	11232013	12/09/2013		6437N · PROGRAMS (TEEN)	-1,617.00

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Type	Num	Date	Name	Account	Paid Amount
TOTAL					-1,617.00

Bill Pmt -Check	51134	12/16/2013	First Student	L0225 · EMPIRE NAT'L - OPERATING	
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Bill	10882877	12/04/2013		6437C · PROGRAMS (C&P)	-65.65
Bill	10882878	12/04/2013		6437C · PROGRAMS (C&P)	-65.65
Bill	10886403	12/04/2013		6437C · PROGRAMS (C&P)	-65.65

TOTAL					<u>-196.95</u>
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Bill Pmt -Check	51135	12/16/2013	Foerderer, Linda	L0225 · EMPIRE NAT'L - OPERATING	
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Bill	11/18,25 12/2/13	12/09/2013		6437L · PROGRAMS (LIT)	-150.00
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TOTAL					<u>-150.00</u>
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Bill Pmt -Check	51136	12/16/2013	Franzone, Denise	L0225 · EMPIRE NAT'L - OPERATING	
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Bill	11/18,20,25 12/2,4	12/09/2013		6437L · PROGRAMS (LIT)	-250.00
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TOTAL					<u>-250.00</u>
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Bill Pmt -Check	51137	12/16/2013	Frisina, Megan	L0225 · EMPIRE NAT'L - OPERATING	
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Bill	11222013	12/03/2013		6437A · PROGRAMS (ADULT)	-50.00
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TOTAL					<u>-50.00</u>
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Bill Pmt -Check	51138	12/16/2013	Galvez, Viodelda	L0225 · EMPIRE NAT'L - OPERATING	
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Bill	11/18,20,25 12/2,4	12/09/2013		6437L · PROGRAMS (LIT)	-250.00
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December 16, 2013

Type	Num	Date	Name	Account	Paid Amount
TOTAL					-250.00
Bill Pmt -Check	51139	12/16/2013	Garda CL Atlantic, Inc	L0225 · EMPIRE NAT'L - OPERATING	
Bill	195-512213	12/10/2013		6437P13 · ARMORED CAR SERVICE	-182.02
TOTAL					-182.02
Bill Pmt -Check	51140	12/16/2013	George, Ivette	L0225 · EMPIRE NAT'L - OPERATING	
Bill	11/13/13 12/7/13	12/09/2013		6437L · PROGRAMS (LIT)	-106.50
TOTAL					-106.50
Bill Pmt -Check	51141	12/16/2013	Goodwin, Jacqueline	L0225 · EMPIRE NAT'L - OPERATING	
Bill	11/18,25 12/2,4/13	12/09/2013		6437L · PROGRAMS (LIT)	-200.00
TOTAL					-200.00
Bill Pmt -Check	51142	12/16/2013	Hurley, Kerrilynn	L0225 · EMPIRE NAT'L - OPERATING	
Bill	Mileage Oct-Nov	12/03/2013		6435A · CED, CONF & TRAVEL (ADULT)	-98.62
TOTAL					-98.62
Bill Pmt -Check	51143	12/16/2013	ID Label, Incorporated	L0225 · EMPIRE NAT'L - OPERATING	
Bill	0071190-IN	12/03/2013		6430G · OFFICE AND LIBRARY SUPPLIES	-383.00
TOTAL					-383.00

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Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	51144	12/16/2013	iGame4	L0225 · EMPIRE NAT'L - OPERATING	
Bill	11162013	12/03/2013		6437C · PROGRAMS (C&P)	-317.00
				6437A · PROGRAMS (ADULT)	-317.00
				6437N · PROGRAMS (TEEN)	-316.00
TOTAL					<u>-950.00</u>
Bill Pmt -Check	51145	12/16/2013	Island Elevator Services	L0225 · EMPIRE NAT'L - OPERATING	
Bill	15056	12/03/2013		6452G · BLDG ALTERATION AND MAINT	-357.00
TOTAL					<u>-357.00</u>
Bill Pmt -Check	51146	12/16/2013	Island School & Art Supply	L0225 · EMPIRE NAT'L - OPERATING	
Bill	435385	12/03/2013		6437N · PROGRAMS (TEEN)	-99.26
TOTAL					<u>-99.26</u>
Bill Pmt -Check	51147	12/16/2013	Janowitz, Laurie	L0225 · EMPIRE NAT'L - OPERATING	
Bill	1222013	12/09/2013		6437A · PROGRAMS (ADULT)	-240.00
TOTAL					<u>-240.00</u>
Bill Pmt -Check	51148	12/16/2013	Joya, Denise	L0225 · EMPIRE NAT'L - OPERATING	
Bill	11/14,18,19,20,21,23	12/09/2013		6437L · PROGRAMS (LIT)	-540.00
TOTAL					<u>-540.00</u>

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Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	51149	12/16/2013	Just Kids Diagnostic & Treatment Center	L0225 · EMPIRE NAT'L - OPERATING	
Bill	11192013	12/03/2013		6437C · PROGRAMS (C&P)	-50.00
TOTAL					<u>-50.00</u>

Bill Pmt -Check	51150	12/16/2013	King Kullen	L0225 · EMPIRE NAT'L - OPERATING	
Bill	133290595161	12/03/2013		6430G · OFFICE AND LIBRARY SUPPLIES	-17.95
Bill	132681205771	12/03/2013		6430G · OFFICE AND LIBRARY SUPPLIES	-8.87
Bill	133230742251	12/03/2013		6430G · OFFICE AND LIBRARY SUPPLIES	-12.37
Bill	133291397281	12/03/2013		6430G · OFFICE AND LIBRARY SUPPLIES	-8.76
Bill	133251388791	12/03/2013		6437A · PROGRAMS (ADULT)	-13.23
Bill	133361307031	12/03/2013		6437C · PROGRAMS (C&P)	-25.62
Bill	133301398891	12/03/2013		6437L · PROGRAMS (LIT)	-28.21
Bill	133230743851	12/03/2013		6437N · PROGRAMS (TEEN)	-84.62
Bill	133251288501	12/03/2013		6437N · PROGRAMS (TEEN)	-17.27
Bill	133380790541	12/06/2013		6430G · OFFICE AND LIBRARY SUPPLIES	-11.08
Bill	133391209811	12/06/2013		6437C · PROGRAMS (C&P)	-358.40
Bill	133391310841	12/06/2013		6437C · PROGRAMS (C&P)	-26.62
Bill	133391310761	12/09/2013		6437N · PROGRAMS (TEEN)	-14.44
Bill	133430526441	12/10/2013		6430G · OFFICE AND LIBRARY SUPPLIES	-8.58
Bill	132890743901	12/10/2013		6435D · CED, CONF & TRAVEL (ADM)	-35.82
Bill	132890264141	12/10/2013		6435D · CED, CONF & TRAVEL (ADM)	-126.20
TOTAL					<u>-798.04</u>

Bill Pmt -Check	51151	12/16/2013	Kyle, Stephanie	L0225 · EMPIRE NAT'L - OPERATING	
Bill	11272013	12/09/2013		6437N · PROGRAMS (TEEN)	-18.93

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Type	Num	Date	Name	Account	Paid Amount
TOTAL					-18.93
Bill Pmt -Check	51152	12/16/2013	Lakeshore Learning Materials	L0225 · EMPIRE NAT'L - OPERATING	
Bill	3168331113	12/05/2013		6429C · REALIA (C&P)	-458.85
TOTAL					<u>-458.85</u>
Bill Pmt -Check	51153	12/16/2013	Lamb & Barnosky, LLP	L0225 · EMPIRE NAT'L - OPERATING	
Bill	90220	12/03/2013		6437P4 · ATTORNEY	-1,006.14
TOTAL					<u>-1,006.14</u>
Bill Pmt -Check	51154	12/16/2013	Language Line Services	L0225 · EMPIRE NAT'L - OPERATING	
Bill	3275060	12/10/2013		6437P17 · TRANSLATION SERVICES	-13.00
TOTAL					<u>-13.00</u>
Bill Pmt -Check	51155	12/16/2013	Lattuga, Craig	L0225 · EMPIRE NAT'L - OPERATING	
Bill	71874	12/03/2013		6417C · VIDEOS (C&P)	-16.99
TOTAL					<u>-16.99</u>
Bill Pmt -Check	51156	12/16/2013	Lebron, Crystal	L0225 · EMPIRE NAT'L - OPERATING	
Bill	11/4,11,18,25/13	12/10/2013		6437N · PROGRAMS (TEEN)	-320.00
Bill	11/7,12,13,14,19,	12/10/2013		6437N · PROGRAMS (TEEN)	-700.00
TOTAL					<u>-1,020.00</u>

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Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	51157	12/16/2013	Ledo, Janet	L0225 · EMPIRE NAT'L - OPERATING	
Bill	11202013	12/10/2013		6437A · PROGRAMS (ADULT)	-100.00
Bill	1242013	12/10/2013		6437A · PROGRAMS (ADULT)	-100.00
TOTAL					<u>-200.00</u>
Bill Pmt -Check	51158	12/16/2013	Lee, Karan	L0225 · EMPIRE NAT'L - OPERATING	
Bill	11202013	12/03/2013		6437A · PROGRAMS (ADULT)	-75.00
Bill	1242013	12/10/2013		6437A · PROGRAMS (ADULT)	-75.00
TOTAL					<u>-150.00</u>
Bill Pmt -Check	51159	12/16/2013	Library Trustees Association of NYS	L0225 · EMPIRE NAT'L - OPERATING	
Bill	Membership 2014	12/03/2013		6438 · DUES	-525.00
TOTAL					<u>-525.00</u>
Bill Pmt -Check	51160	12/16/2013	LIPA	L0225 · EMPIRE NAT'L - OPERATING	
Bill	12052013	12/10/2013		6450E · ELECTRICITY	-6,969.47
TOTAL					<u>-6,969.47</u>
Bill Pmt -Check	51161	12/16/2013	Long Island Aquarium Service LLC	L0225 · EMPIRE NAT'L - OPERATING	
Bill	16514	12/03/2013		6452G · BLDG ALTERATION AND MAINT	-249.99
Bill	16616	12/03/2013		6452G · BLDG ALTERATION AND MAINT	-225.00
					<u></u>

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December 16, 2013

Type	Num	Date	Name	Account	Paid Amount
TOTAL					-474.99
Bill Pmt -Check	51162	12/16/2013	Lugo, Aricsides	L0225 · EMPIRE NAT'L - OPERATING	
Bill	11252013 12162013	12/09/2013		6437L · PROGRAMS (LIT)	-50.00
TOTAL					<u>-50.00</u>
Bill Pmt -Check	51163	12/16/2013	Mahler, Judith	L0225 · EMPIRE NAT'L - OPERATING	
Bill	11/14,19,23,26/13	12/09/2013		6437L · PROGRAMS (LIT)	-442.00
TOTAL					<u>-442.00</u>
Bill Pmt -Check	51164	12/16/2013	Maldonado, Hillary A.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	Mileage Oct-Dec	12/09/2013		6435N · CED, CONF & TRAVEL (TEEN)	-27.46
TOTAL					<u>-27.46</u>
Bill Pmt -Check	51165	12/16/2013	Mergent	L0225 · EMPIRE NAT'L - OPERATING	
Bill	133357	12/10/2013		6410A · BOOKS (ADULT)	-878.00
TOTAL					<u>-878.00</u>
Bill Pmt -Check	51166	12/16/2013	Midwest Tape	L0225 · EMPIRE NAT'L - OPERATING	
Bill	91424744	12/03/2013		6417A · VIDEOS (ADULT)	-83.99
Bill	91424878	12/03/2013		6417A · VIDEOS (ADULT)	-342.15
Bill	91424879	12/03/2013		6417A · VIDEOS (ADULT)	-99.57

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Type	Num	Date	Name	Account	Paid Amount
Bill	91420948	12/03/2013		6417A · VIDEOS (ADULT)	-283.31
Bill	91420949	12/03/2013		6417A · VIDEOS (ADULT)	-808.96
Bill	91424746	12/03/2013		6412A · RECORDINGS (ADULT)	-145.68
Bill	91383321	12/03/2013		6417C · VIDEOS (C&P)	-811.10
Bill	91383322	12/03/2013		6417C · VIDEOS (C&P)	-37.89
Bill	91402701	12/03/2013		6417C · VIDEOS (C&P)	-167.58
Bill	91406040	12/03/2013		6412C · RECORDINGS (C&P)	-11.24
Bill	91436646	12/03/2013		6412A · RECORDINGS (ADULT)	-283.92
Bill	91436647	12/03/2013		6412A · RECORDINGS (ADULT)	-41.82
Bill	91440539	12/03/2013		6417A · VIDEOS (ADULT)	-345.90
Bill	91440537	12/03/2013		6417A · VIDEOS (ADULT)	-1,489.76
Bill	91436644	12/03/2013		6417A · VIDEOS (ADULT)	-209.93
Bill	91444199	12/03/2013		6417A · VIDEOS (ADULT)	-219.29
Bill	91432262	12/05/2013		6417C · VIDEOS (C&P)	-57.76
Bill	91436648	12/05/2013		6417C · VIDEOS (C&P)	-55.99
Bill	91444301	12/05/2013		6417C · VIDEOS (C&P)	-175.69
Bill	91440671	12/05/2013		6417C · VIDEOS (C&P)	-188.45
Bill	91440670	12/05/2013		6417C · VIDEOS (C&P)	-512.72
Bill	91396125	12/06/2013		6412A · RECORDINGS (ADULT)	-2,400.00
				6412C · RECORDINGS (C&P)	-1,200.00
				6412N · RECORDINGS (TEEN)	-2,400.00
Bill	91453901	12/09/2013		6412A · RECORDINGS (ADULT)	-29.99
Bill	91453899	12/09/2013		6412A · RECORDINGS (ADULT)	-93.09
Bill	91462937	12/10/2013		6417A · VIDEOS (ADULT)	-110.46
Bill	91463754	12/10/2013		6417A · VIDEOS (ADULT)	-333.54
Bill	91462939	12/10/2013		6417A · VIDEOS (ADULT)	-193.52
Bill	91459903	12/10/2013		6417A · VIDEOS (ADULT)	-56.78
Bill	91459902	12/10/2013		6417A · VIDEOS (ADULT)	-519.76
Bill	91469395	12/10/2013		6417A · VIDEOS (ADULT)	-1,779.25
Bill	91466985	12/10/2013		6417A · VIDEOS (ADULT)	-229.62
Bill	91459904	12/10/2013		6417C · VIDEOS (C&P)	-75.26
Bill	91459906	12/10/2013		6417C · VIDEOS (C&P)	-58.98

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Type	Num	Date	Name	Account	Paid Amount
Bill	91463756	12/10/2013		6417C · VIDEOS (C&P)	-339.34
Bill	91466987	12/10/2013		6417C · VIDEOS (C&P)	-527.34
TOTAL					<u>-16,719.63</u>

Bill Pmt -Check	51167	12/16/2013	Mininni, Patricia	L0225 · EMPIRE NAT'L - OPERATING	
Bill	Mileage 11202013	12/04/2013		6435C · CED, CONF & TRAVEL (C&P)	-22.65
TOTAL					<u>-22.65</u>

Bill Pmt -Check	51168	12/16/2013	Muralles, Raquel L.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	11/14,19,21,26/13	12/09/2013		6437L · PROGRAMS (LIT)	-234.00
TOTAL					<u>-234.00</u>

Bill Pmt -Check	51169	12/16/2013	National Educational Systems, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	23155	12/03/2013		6417L · VIDEOS (LIT)	-23.00
TOTAL					<u>-23.00</u>

Bill Pmt -Check	51170	12/16/2013	National Grid	L0225 · EMPIRE NAT'L - OPERATING	
Bill	12052013	12/10/2013		6450F · FUEL/GAS	-1,322.39
TOTAL					<u>-1,322.39</u>

Bill Pmt -Check	51171	12/16/2013	Negron, Senia	L0225 · EMPIRE NAT'L - OPERATING	
Bill	11/14,19,21,26/13	12/09/2013		6437L · PROGRAMS (LIT)	-234.00

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Type	Num	Date	Name	Account	Paid Amount
TOTAL					-234.00
Bill Pmt -Check	51172	12/16/2013	NY State Association of Municipal Purchas	L0225 · EMPIRE NAT'L - OPERATING	
Bill	Membership 2014	12/05/2013		6438 · DUES	-50.00
TOTAL					-50.00
Bill Pmt -Check	51173	12/16/2013	NYLA	L0225 · EMPIRE NAT'L - OPERATING	
Bill	Membership Renewal	12/05/2013		6438 · DUES	-125.00
TOTAL					-125.00
Bill Pmt -Check	51174	12/16/2013	O'Connell, Linda	L0225 · EMPIRE NAT'L - OPERATING	
Bill	1272013	12/10/2013		6437A · PROGRAMS (ADULT)	-175.00
TOTAL					-175.00
Bill Pmt -Check	51175	12/16/2013	Ortiz, Ruth	L0225 · EMPIRE NAT'L - OPERATING	
Bill	509027	12/03/2013		6410C · BOOKS (C&P)	-13.66
TOTAL					-13.66
Bill Pmt -Check	51176	12/16/2013	Paychex	L0225 · EMPIRE NAT'L - OPERATING	
Bill	10925529	12/04/2013		6437P12 · PAYROLL SERVICES	-584.25
TOTAL					-584.25

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Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	51177	12/16/2013	Paychex, Inc	L0225 · EMPIRE NAT'L - OPERATING	
Bill	339470	12/03/2013		6437P12 · PAYROLL SERVICES	-427.70
Bill	341523	12/05/2013		6437P12 · PAYROLL SERVICES	-446.35
TOTAL					<u>-874.05</u>
 Bill Pmt -Check	 51178	 12/16/2013	 Petty Cash	 L0225 · EMPIRE NAT'L - OPERATING	
Bill	PC 122013 LIT	12/06/2013		6433G · POSTAGE	-6.77
				6435L · CED, CONF & TRAVEL (LIT)	-21.47
				6437L · PROGRAMS (LIT)	-70.11
Bill	PC 122013 CPSD	12/10/2013		6437C · PROGRAMS (C&P)	-91.07
TOTAL					<u>-189.42</u>
 Bill Pmt -Check	 51179	 12/16/2013	 Poland Spring	 L0225 · EMPIRE NAT'L - OPERATING	
Bill	13K8211383149	12/04/2013		6430G · OFFICE AND LIBRARY SUPPLIES	-171.81
TOTAL					<u>-171.81</u>
 Bill Pmt -Check	 51180	 12/16/2013	 Quill	 L0225 · EMPIRE NAT'L - OPERATING	
Bill	7308814	12/03/2013		6430G · OFFICE AND LIBRARY SUPPLIES	-29.98
Bill	7373320	12/09/2013		6430G · OFFICE AND LIBRARY SUPPLIES	-86.81
Bill	7669008	12/10/2013		6430G · OFFICE AND LIBRARY SUPPLIES	-51.64
TOTAL					<u>-168.43</u>

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Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	51181	12/16/2013	Quizhpi, Rosa	L0225 · EMPIRE NAT'L - OPERATING	
Bill	11/15,18,21,22,23,25	12/09/2013		6437L · PROGRAMS (LIT)	-416.00
TOTAL					-416.00
Bill Pmt -Check	51182	12/16/2013	Radio Shack Corporation	L0225 · EMPIRE NAT'L - OPERATING	
Bill	011379	12/10/2013		6437N · PROGRAMS (TEEN)	-29.99
Bill	011464	12/10/2013		7203W · EQUIPMENT WIRE	-24.99
TOTAL					-54.98
Bill Pmt -Check	51183	12/16/2013	Random House, Inc	L0225 · EMPIRE NAT'L - OPERATING	
Bill	1088598321	12/03/2013		6412A · RECORDINGS (ADULT)	-48.00
Bill	1088609312	12/03/2013		6412A · RECORDINGS (ADULT)	-10.00
Bill	1088736749	12/10/2013		6412A · RECORDINGS (ADULT)	-24.00
TOTAL					-82.00
Bill Pmt -Check	51184	12/16/2013	Recorded Books	L0225 · EMPIRE NAT'L - OPERATING	
Bill	74833720	12/03/2013		6412A · RECORDINGS (ADULT)	-65.48
Bill	74835613	12/03/2013		6412A · RECORDINGS (ADULT)	-29.99
Bill	74832203	12/03/2013		6412A · RECORDINGS (ADULT)	-99.00
Bill	74834750	12/03/2013		6412A · RECORDINGS (ADULT)	-27.68
Bill	74834005	12/03/2013		6417A · VIDEOS (ADULT)	-41.60
Bill	74826148	12/03/2013		6412C · RECORDINGS (C&P)	-309.45
Bill	74824169	12/03/2013		6412C · RECORDINGS (C&P)	-20.60
Bill	74823073	12/03/2013		6412C · RECORDINGS (C&P)	-185.60
Bill	74839940	12/03/2013		6412A · RECORDINGS (ADULT)	-29.99

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Type	Num	Date	Name	Account	Paid Amount
Bill	74838369	12/03/2013		6412A · RECORDINGS (ADULT)	-34.99
Bill	74839098	12/03/2013		6412A · RECORDINGS (ADULT)	-30.00
Bill	74839619	12/03/2013		6412A · RECORDINGS (ADULT)	-64.00
Bill	74841714	12/09/2013		6412A · RECORDINGS (ADULT)	-40.00
Bill	74843595	12/10/2013		6412A · RECORDINGS (ADULT)	-29.95
TOTAL					<u>-1,008.33</u>

Bill Pmt -Check	51185	12/16/2013	Red Hawk Fire & Security	L0225 · EMPIRE NAT'L - OPERATING	
Bill	2810428	12/03/2013		6452G · BLDG ALTERATION AND MAINT	-1,125.00
TOTAL					<u>-1,125.00</u>

Bill Pmt -Check	51186	12/16/2013	Regent Book Company	L0225 · EMPIRE NAT'L - OPERATING	
Bill	47965	12/03/2013		6410A · BOOKS (ADULT)	-13.82
Bill	48256	12/03/2013		6410A · BOOKS (ADULT)	-13.82
TOTAL					<u>-27.64</u>

Bill Pmt -Check	51187	12/16/2013	Reiter, Erica	L0225 · EMPIRE NAT'L - OPERATING	
Bill	541762	12/03/2013		6410C · BOOKS (C&P)	-18.00
TOTAL					<u>-18.00</u>

Bill Pmt -Check	51188	12/16/2013	Romano's Pizza & Pasta Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	838335	12/03/2013		6437C · PROGRAMS (C&P)	-47.50
Bill	838336	12/03/2013		6437N · PROGRAMS (TEEN)	-57.00
Bill	838338	12/03/2013		6437N · PROGRAMS (TEEN)	-38.00

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

December 16, 2013

Type	Num	Date	Name	Account	Paid Amount
Bill	838339	12/03/2013		6437N · PROGRAMS (TEEN)	-38.00
Bill	838337	12/05/2013		6437N · PROGRAMS (TEEN)	-76.00
Bill	838341	12/05/2013		6437N · PROGRAMS (TEEN)	-38.00
Bill	838343	12/09/2013		6437N · PROGRAMS (TEEN)	-57.00
TOTAL					-351.50

Bill Pmt -Check	51189	12/16/2013	Rosalia, Kerri	L0225 · EMPIRE NAT'L - OPERATING	
Bill	Conference 10/2013	12/10/2013		6435D · CED, CONF & TRAVEL (ADM)	-385.65
TOTAL					-385.65

Bill Pmt -Check	51190	12/16/2013	Sachem Public Library (fines)	L0225 · EMPIRE NAT'L - OPERATING	
Bill	11192013	12/03/2013		6410A · BOOKS (ADULT)	-28.50
TOTAL					-28.50

Bill Pmt -Check	51191	12/16/2013	Sandpebble Builders Preconstruction Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	1232013	12/10/2013		7500 · BUILDING IMPROVEMENTS	-416.40
TOTAL					-416.40

Bill Pmt -Check	51192	12/16/2013	Scarpantonio, Josephine	L0225 · EMPIRE NAT'L - OPERATING	
Bill	Mileage 112013	12/03/2013		6435R · CED, CONF & TRAVEL (CIRC)	-15.82
TOTAL					-15.82

Bill Pmt -Check	51193	12/16/2013	SCLS	L0225 · EMPIRE NAT'L - OPERATING	
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MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

December 16, 2013

Type	Num	Date	Name	Account	Paid Amount
Bill	53859	12/03/2013		6410A · BOOKS (ADULT)	-10.00
Bill	53747	12/03/2013		6411A · MICRO/REF CD (ADULT)	-1,320.00
Bill	53887	12/03/2013		6410A · BOOKS (ADULT)	-20.00
Bill	53681	12/03/2013		6411A · MICRO/REF CD (ADULT)	-1,753.00
				6411C · MICRO/REF CD (C&P)	-1,753.00
				6411N · MICRO/REF CD (TEEN)	-1,753.00
TOTAL					-6,609.00
Bill Pmt -Check	51194	12/16/2013	Searles Graphics, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	33073	12/04/2013		6434G · PRINTING (GEN)	-6,581.00
Bill	33078	12/04/2013		6434C · PRINTING (C&P)	-323.00
Bill	33197	12/05/2013		6434L · PRINTING (LIT)	-190.00
				6434G · PRINTING (GEN)	-6,581.00
TOTAL					-13,675.00
Bill Pmt -Check	51195	12/16/2013	Sferrazza, Nancy	L0225 · EMPIRE NAT'L - OPERATING	
Bill	11/6,20/13	12/10/2013		6437N · PROGRAMS (TEEN)	-160.00
TOTAL					-160.00
Bill Pmt -Check	51196	12/16/2013	Sharper Training Solutions, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	11212013	12/04/2013		6437A · PROGRAMS (ADULT)	-200.00
TOTAL					-200.00
Bill Pmt -Check	51197	12/16/2013	Showcases	L0225 · EMPIRE NAT'L - OPERATING	

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

December 16, 2013

Type	Num	Date	Name	Account	Paid Amount
Bill	275656	12/03/2013		6430G · OFFICE AND LIBRARY SUPPLIES	-138.02
Bill	276064	12/05/2013		6430G · OFFICE AND LIBRARY SUPPLIES	-358.89
Bill	276065	12/05/2013		6430G · OFFICE AND LIBRARY SUPPLIES	-21.00
Bill	276197	12/05/2013		6430G · OFFICE AND LIBRARY SUPPLIES	-48.47
TOTAL					<u>-566.38</u>
Bill Pmt -Check	51198	12/16/2013	Sievers, Sandra	L0225 · EMPIRE NAT'L - OPERATING	
Bill	11182013	12/03/2013		6437A · PROGRAMS (ADULT)	-75.00
TOTAL					<u>-75.00</u>
Bill Pmt -Check	51199	12/16/2013	Soto, Esmeralda	L0225 · EMPIRE NAT'L - OPERATING	
Bill	11/18,19,20,25,26	12/09/2013		6437L · PROGRAMS (LIT)	-400.00
TOTAL					<u>-400.00</u>
Bill Pmt -Check	51200	12/16/2013	Sylvince, Sharlize	L0225 · EMPIRE NAT'L - OPERATING	
Bill	597853	12/03/2013		6410C · BOOKS (C&P)	-5.99
TOTAL					<u>-5.99</u>
Bill Pmt -Check	51201	12/16/2013	True Nature Landscaping Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	11364	12/10/2013		6452G · BLDG ALTERATION AND MAINT	-605.00
TOTAL					<u>-605.00</u>

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

December 16, 2013

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	51202	12/16/2013	U.S. Toy Co./Constructive Playthings	L0225 · EMPIRE NAT'L - OPERATING	
Bill	5132262500	12/10/2013		6429C · REALIA (C&P)	-279.39
TOTAL					-279.39
Bill Pmt -Check	51203	12/16/2013	ULINE	L0225 · EMPIRE NAT'L - OPERATING	
Bill	54939732	12/03/2013		6430G · OFFICE AND LIBRARY SUPPLIES	-278.30
TOTAL					-278.30
Bill Pmt -Check	51204	12/16/2013	Unique Management Services, Inc	L0225 · EMPIRE NAT'L - OPERATING	
Bill	249266	12/10/2013		6437P7 · COLLECTION AGENCY	-116.35
TOTAL					-116.35
Bill Pmt -Check	51205	12/16/2013	UPS	L0225 · EMPIRE NAT'L - OPERATING	
Bill	000054YE33463	12/03/2013		6433G · POSTAGE	-11.73
Bill	000054YE33473	12/03/2013		6433G · POSTAGE	-8.21
TOTAL					-19.94
Bill Pmt -Check	51206	12/16/2013	Upstart	L0225 · EMPIRE NAT'L - OPERATING	
Bill	5121391	12/03/2013		6410C · BOOKS (C&P)	-48.75
TOTAL					-48.75
Bill Pmt -Check	51207	12/16/2013	Villegas, Martha (Vendor)	L0225 · EMPIRE NAT'L - OPERATING	

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

December 16, 2013

Type	Num	Date	Name	Account	Paid Amount
Bill	11/14,19,21,26 12/3	12/09/2013		6437L · PROGRAMS (LIT)	<u>-195.00</u>
TOTAL					-195.00
Bill Pmt -Check	51208	12/16/2013	Waldner's Business Environments, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	345753	12/03/2013		7203D · EQUIPMENT ADMIN	<u>-442.00</u>
TOTAL					-442.00
Bill Pmt -Check	51209	12/16/2013	Weitzel, Katharine S.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	11/21 12/5/2013	12/09/2013		6437L · PROGRAMS (LIT)	<u>-120.00</u>
TOTAL					-120.00
Bill Pmt -Check	51210	12/16/2013	Wiedersum Associates Architects, PLLC	L0225 · EMPIRE NAT'L - OPERATING	
Bill	11132013	12/10/2013		7500 · BUILDING IMPROVEMENTS	<u>-2,215.00</u>
TOTAL					-2,215.00
Bill Pmt -Check	51211	12/16/2013	Wilson, Angela	L0225 · EMPIRE NAT'L - OPERATING	
Bill	1252013	12/09/2013		6437L · PROGRAMS (LIT)	<u>-39.00</u>
TOTAL					-39.00
Bill Pmt -Check	51212	12/16/2013	Wischhusen, Will	L0225 · EMPIRE NAT'L - OPERATING	
Bill	11/5,12,19,26/13	12/10/2013		6437N · PROGRAMS (TEEN)	-320.00

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

December 16, 2013

Type	Num	Date	Name	Account	Paid Amount
Bill	11/1,8,15,22/13	12/10/2013		6437N · PROGRAMS (TEEN)	-320.00
TOTAL					<u>-640.00</u>

Bill Pmt -Check	51213	12/16/2013	Xerox Corporation	L0225 · EMPIRE NAT'L - OPERATING	
Bill	071217812	12/05/2013		6439G · EQUIPMENT R & M (GEN)	-1,182.82
Bill	071527077	12/10/2013		6439G · EQUIPMENT R & M (GEN)	-369.30
Bill	071527078	12/10/2013		6439G · EQUIPMENT R & M (GEN)	-480.12
TOTAL					<u>-2,032.24</u>

GRAND TOTAL: \$ 122,590.22

I hereby certify that at a meeting of the board on _____
the above vouchers were approved and authorized.

Signed: _____
Title: Secretary

Mastics-Moriches-Shirley Community Library

Payroll Benefits Warrant

November 22, 2013

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt - Bill	EFT 11302013	11/22/2013	1106 NYS Employees' Retirement System	L0226 · EMPIRE NAT'L - PAYROLL L0163 · RC ERS CONTRIBUTIONS L0161 · RL - ERS LOAN L0160 · RA - ERS ARREARS (VOLUNTARY) TOTAL	 \$ 3,385.86 \$ 2,048.00 \$ 224.76 <u>\$ 5,658.62</u>
Bill Pmt - Bill	EFT 6543160-3	11/22/2013	Hartford Insurance Co.	L0226 · EMPIRE NAT'L - PAYROLL L0196 · LONG TER 9055 · DISABILTY INSURANCE TOTAL	 \$ 185.66 \$ 1,706.51 <u>\$ 1,892.17</u>
Bill Pmt -Check Bill	4819 461	11/22/2013	1103 State Of NY Dept. of Civil Service	L0226 · EMPIRE NAT'L - PAYROLL 9060 · MEDICAL INSURANCE TOTAL	 <u>\$ 55,544.12</u> <u>\$ 55,544.12</u>
Bill Pmt -Check Bill	4820 11222013	11/22/2013	1109 Prudential	L0226 · EMPIRE NAT'L - PAYROLL L0172 · 403B PRUDENTIAL TOTAL	 <u>\$ 1,500.00</u> <u>\$ 1,500.00</u>
Bill Pmt -Check Bill	4821 93782	11/22/2013	1112 The NYS Deferred Compensation Plan	L0226 · EMPIRE NAT'L - PAYROLL L0173 · 457B NYS DEFERRED COMP TOTAL	 <u>\$ 1,752.76</u> <u>\$ 1,752.76</u>

Mastics-Moriches-Shirley Community Library

Payroll Benefits Warrant

November 22, 2013

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	4822	11/22/2013	2922 Met Life	L0226 · EMPIRE NAT'L - PAYROLL	
Bill	11222013			L0171 · 403B MET LIFE	\$ 2,128.00
				TOTAL	<u>\$ 2,128.00</u>
Bill Pmt -Check	4823	11/22/2013	CSEA, Inc.	L0226 · EMPIRE NAT'L - PAYROLL	
Bill	11222013			L0500 · CSEA UNION DUES	\$ 2,359.18
				TOTAL	<u>\$ 2,359.18</u>
Bill Pmt -Check	4824	11/22/2013	1110 AFLAC	L0226 · EMPIRE NAT'L - PAYROLL	
Bill	671934			L0625 · AFLAC PRE-TAX	\$ 2,046.38
				L0626 · AFLAC POST-TAX	\$ 460.44
				TOTAL	<u>\$ 2,506.82</u>
				GRAND TOTAL	<u>\$ 73,341.67</u>

I hereby certify that at a meeting of the board on _____
the above vouchers were approved and authorized.

Signed: _____
Title: Secretary

Mastics-Moriches-Shirley Community Library

Payroll Benefits Warrant

December 06, 2013

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check Bill	4825 12062013	12/06/2013	1096 Denise Boinay	L0226 · EMPIRE NAT'L - PAYROLL 9060 · MEDICAL INSURANCE TOTAL	 \$ 104.90 \$ 104.90
Bill Pmt -Check Bill	4826 12062013	12/06/2013	1097 Florence Stonish	L0226 · EMPIRE NAT'L - PAYROLL 9060 · MEDICAL INSURANCE TOTAL	 \$ 104.90 \$ 104.90
Bill Pmt -Check Bill	4827 12062013	12/06/2013	1098 Mary Abruscato	L0226 · EMPIRE NAT'L - PAYROLL 9060 · MEDICAL INSURANCE TOTAL	 \$ 104.90 \$ 104.90
Bill Pmt -Check Bill	4828 12062013	12/06/2013	1099 Kathleen Irish	L0226 · EMPIRE NAT'L - PAYROLL 9060 · MEDICAL INSURANCE TOTAL	 \$ 209.80 \$ 209.80
Bill Pmt -Check Bill	4829 12062013	12/06/2013	1100 Madeline Sacco	L0226 · EMPIRE NAT'L - PAYROLL 9060 · MEDICAL INSURANCE TOTAL	 \$ 104.90 \$ 104.90
Bill Pmt -Check Bill	4830 12062013	12/06/2013	1101 Rose Giehl	L0226 · EMPIRE NAT'L - PAYROLL 9060 · MEDICAL INSURANCE TOTAL	 \$ 104.90 \$ 104.90
Bill Pmt -Check Bill	4831 12062013	12/06/2013	1102 John R Verbesey	L0226 · EMPIRE NAT'L - PAYROLL 9060 · MEDICAL INSURANCE TOTAL	 \$ 209.80 \$ 209.80

Mastics-Moriches-Shirley Community Library

Payroll Benefits Warrant

December 06, 2013

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check Bill	4832 12062013	12/06/2013	1109 Prudential	L0226 · EMPIRE NAT'L - PAYROLL L0172 · 403B PRUDENTIAL TOTAL	\$ 1,500.00 <u>\$ 1,500.00</u>
Bill Pmt -Check Bill	4833 98597	12/06/2013	1112 The NYS Deferred Compensation Plan	L0226 · EMPIRE NAT'L - PAYROLL L0173 · 457B NYS DEFERRED COMP TOTAL	\$ 1,629.15 <u>\$ 1,629.15</u>
Bill Pmt -Check Bill	4834 12062013	12/06/2013	2922 Met Life	L0226 · EMPIRE NAT'L - PAYROLL L0171 · 403B MET LIFE TOTAL	\$ 2,128.00 <u>\$ 2,128.00</u>
Bill Pmt -Check Bill	4835 12062013	12/06/2013	CSEA, Inc.	L0226 · EMPIRE NAT'L - PAYROLL L0500 · CSEA UNION DUES TOTAL	\$ 2,399.17 <u>\$ 2,399.17</u>
GRAND TOTAL					<u>\$ 8,600.42</u>

I hereby certify that at a meeting of the board on _____
the above vouchers were approved and authorized.

Signed: _____
Title: Secretary

**MASTICS-MORICHES-SHIRLEY COMMUNITY
LIBRARY**

OPERATING FUNDS FINANCIAL REPORTS

(PROFIT & LOSS OVERVIEW AND OPERATING ACCOUNTS)

NOVEMBER 2013

PREPARED & SUBMITTED BY:

**CHRISTOPHER NOWAK
BUSINESS MANAGER**

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY
Profit & Loss Budget Overview
July through November 2013

							TOTAL		
	Jul 13	Aug 13	Sep 13	Oct 13	Nov 13	Jul - Nov 13	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense									
Income									
2000 · PROPERTY TAX REVENUES	0.00	0.00	0.00	0.00	0.00	0.00	8,850,000.00	-8,850,000.00	0.0%
2082 · FINES AND FEES	10,125.89	6,771.04	7,396.07	6,717.44	9,155.80	40,166.24	105,000.00	-64,833.76	38.25%
2360 · CONTRACTS WITH OTHER LIBR.	574,087.53	0.00	6,166.36	0.00	0.00	580,253.89	295,000.00	285,253.89	196.7%
2401 · INTEREST	2,619.44	2,230.68	1,836.90	1,540.31	3,685.34	11,912.67	66,000.00	-54,087.33	18.05%
2650 · SALES OF EXCESS MATERIAL	87.50	63.00	68.50	-56.00	51.00	214.00			
2670 · SALES OF BOOKS	97.09	56.50	73.37	120.36	0.00	347.32			
2671 · FEDERAL & STATE GRANTS	0.00	57,385.00	2,537.00	0.00	0.00	59,922.00			
2690 · OTHER COMPENSATION	0.00	0.00	0.00	15.00	0.00	15.00			
2701 · REFUNDS	0.00	-8.95	0.00	0.00	0.00	-8.95			
2760 · SYSTEM & STATE AID	0.00	0.00	0.00	11,666.70	0.00	11,666.70	9,000.00	2,666.70	129.63%
2770 · UNCLASSIFIED REVENUE	352.60	0.00	98.60	0.00	0.00	451.20			
2771 · COPIER REVENUE - CONTRACT (R)	775.70	404.48	177.15	1,085.05	727.01	3,169.39	10,000.00	-6,830.61	31.69%
2771A · COPIER REVENUE - INHOUSE (N)	6.70	8.20	0.00	0.00	0.00	14.90			
2771C · COPIER REVENUE- COLOR	223.32	204.00	0.00	465.75	218.00	1,111.07			
2772A · ADULT-ADULT PRINTER	0.00	0.00	534.00	401.51	267.70	1,203.21			
2800 · Program Receipts									
2805 · Program Receipts - Adult	569.50	788.25	587.50	0.00	803.75	2,749.00			
2810 · Program Receipts - Teen	1,308.25	0.00	1,274.00	0.00	1,176.00	3,758.25			
2800 · Program Receipts - Other	0.00	0.00	0.00	0.00	27.75	27.75			
Total 2800 · Program Receipts	1,877.75	788.25	1,861.50	0.00	2,007.50	6,535.00			
2999 · Lost Books	0.00	0.00	144.51	0.00	0.00	144.51			
Total Income	590,253.52	67,902.20	20,893.96	21,956.12	16,112.35	717,118.15	9,335,000.00	-8,617,881.85	7.68%
Gross Profit	590,253.52	67,902.20	20,893.96	21,956.12	16,112.35	717,118.15	9,335,000.00	-8,617,881.85	7.68%
Expense									
6000 · SALARIES AND WAGES									
6141 · PROFESSIONAL SALARIES									

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY
Profit & Loss Budget Overview
July through November 2013

							TOTAL		
	Jul 13	Aug 13	Sep 13	Oct 13	Nov 13	Jul - Nov 13	Budget	\$ Over Budget	% of Budget
6141A · PROFESSIONAL (ADULT)	47,057.84	71,250.91	46,767.71	47,742.15	48,974.57	261,793.18	647,593.00	-385,799.82	40.43%
6141C · PROFESSIONAL (C&P)	46,846.81	72,689.67	46,772.45	46,919.04	46,775.86	260,003.83	639,390.00	-379,386.17	40.66%
6141D · PROFESSIONAL (DIGITAL)	9,418.06	14,127.09	9,717.27	9,517.80	9,517.80	52,298.02	144,539.00	-92,240.98	36.18%
6141N · PROFESSIONAL (TEEN)	31,297.54	46,362.77	30,067.62	27,954.57	27,236.59	162,919.09	433,086.00	-270,166.91	37.62%
6141S · COMM SERV LIBR (SVC)	6,802.62	10,203.93	10,425.85	13,368.82	13,368.82	54,170.04	115,545.00	-61,374.96	46.88%
6141T · PROFESSIONAL (TECH)	13,654.88	20,321.81	14,047.47	13,052.98	13,802.57	74,879.71	183,014.00	-108,134.29	40.92%
Total 6141 · PROFESSIONAL SALARIES	155,077.75	234,956.18	157,798.37	158,555.36	159,676.21	866,063.87	2,163,167.00	-1,297,103.13	40.04%
6142 · CLERICAL SALARIES									
6142A · CLERICAL (ADULT)	25,734.17	39,181.89	24,949.93	25,811.41	24,660.61	140,338.01	385,184.00	-244,845.99	36.43%
6142C · CLERICAL (C&P)	11,791.68	18,590.18	11,536.57	12,247.88	12,010.53	66,176.84	188,229.00	-122,052.16	35.16%
6142D · CLERICAL (DIGITAL)	0.00	0.00	1,513.19	3,026.38	3,026.38	7,565.95			
6142G · CLERICAL (GEN)	9,681.29	14,456.88	9,936.72	9,819.00	9,783.52	53,677.41	127,097.00	-73,419.59	42.23%
6142L · CLERICAL (LIT)	12,293.70	19,361.31	13,314.72	14,380.96	14,170.34	73,521.03	180,553.00	-107,031.97	40.72%
6142N · CLERICAL (TEEN)	2,713.42	4,844.94	3,444.19	4,248.81	5,002.49	20,253.85	54,159.00	-33,905.15	37.4%
6142R · CLERICAL (CIRC)	23,388.08	34,713.43	22,307.11	23,866.80	23,817.74	128,093.16	334,336.00	-206,242.84	38.31%
6142S · CLERICAL (SVC)	1,392.77	2,493.83	1,555.61	1,899.28	1,556.23	8,897.72			
6142T · CLERICAL (TECH)	11,719.48	17,477.54	11,649.18	11,480.07	11,742.30	64,068.57	157,386.00	-93,317.43	40.71%
6142X · CLERICAL (WIRES)	695.90	1,056.97	758.26	892.85	905.98	4,309.96	12,067.00	-7,757.04	35.72%
Total 6142 · CLERICAL SALARIES	99,410.49	152,176.97	100,965.48	107,673.44	106,676.12	566,902.50	1,439,011.00	-872,108.50	39.4%
6143 · PAGE SALARIES									
6143A · PAGE (ADULT)	9,939.94	16,061.49	10,228.21	11,734.30	12,655.22	60,619.16	137,371.00	-76,751.84	44.13%
6143C · PAGE (C&P)	9,834.84	15,690.21	9,856.55	10,189.50	10,355.54	55,926.64	157,736.00	-101,809.36	35.46%
6143L · PAGE (LIT)	431.08	737.82	356.47	323.31	447.66	2,296.34	11,863.00	-9,566.66	19.36%
6143N · PAGE (TEEN)	1,485.99	2,209.29	1,305.69	1,622.79	1,413.46	8,037.22	19,332.00	-11,294.78	41.58%
6143R · PAGE (CIRC)	2,203.08	3,260.07	2,196.87	2,348.15	2,144.01	12,152.18	30,316.00	-18,163.82	40.09%
6143T · PAGE (TECH)	3,089.48	4,447.57	3,146.74	3,085.16	3,112.74	16,881.69	44,987.00	-28,105.31	37.53%
Total 6143 · PAGE SALARIES	26,984.41	42,406.45	27,090.53	29,303.21	30,128.63	155,913.23	401,605.00	-245,691.77	38.82%

6144 · CUSTODIAL

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							TOTAL		
	Jul 13	Aug 13	Sep 13	Oct 13	Nov 13	Jul - Nov 13	Budget	\$ Over Budget	% of Budget
6144G · CUSTODIAL	15,994.00	23,622.40	15,673.75	17,253.51	16,907.86	89,451.52	240,854.00	-151,402.48	37.14%
Total 6144 · CUSTODIAL	15,994.00	23,622.40	15,673.75	17,253.51	16,907.86	89,451.52	240,854.00	-151,402.48	37.14%
6145 · SECURITY									
6145G · SECURITY	11,728.36	17,563.64	14,987.87	15,205.42	15,668.35	75,153.64	168,511.00	-93,357.36	44.6%
Total 6145 · SECURITY	11,728.36	17,563.64	14,987.87	15,205.42	15,668.35	75,153.64	168,511.00	-93,357.36	44.6%
6146 · TECHNICIAN									
6146W · TECHNICAL (WIRES)	13,464.28	20,169.18	14,045.62	13,830.36	14,295.75	75,805.19	182,594.00	-106,788.81	41.52%
Total 6146 · TECHNICIAN	13,464.28	20,169.18	14,045.62	13,830.36	14,295.75	75,805.19	182,594.00	-106,788.81	41.52%
6147 · ADMINISTRATIVE									
Total 6147 · ADMINISTRATIVE	17,925.54	26,888.31	18,377.89	18,076.32	18,076.32	99,344.38	237,693.00	-138,348.62	41.8%
Total 6000 · SALARIES AND WAGES	340,584.83	517,783.13	348,939.51	359,897.62	361,429.24	1,928,634.33	4,833,435.00	-2,904,800.67	39.9%
6200 · EMPLOYEE BENEFITS									
9010 · RETIREMENT	0.00	0.00	0.00	0.00	0.00	0.00	802,714.00	-802,714.00	0.0%
9030 · SOCIAL SECURITY	25,503.90	38,808.46	26,142.13	26,940.42	26,533.94	143,928.85	365,000.00	-221,071.15	39.43%
9040 · WORKERS' COMPENSATION	0.00	-5,441.00	-1,742.55	0.00	0.00	-7,183.55	70,000.00	-77,183.55	-10.26%
9050 · UNEMPLOYMENT INSURANCE	835.74	0.00	0.00	320.98	0.00	1,156.72	7,500.00	-6,343.28	15.42%
9055 · DISABILTY INSURANCE	0.00	3,268.42	1,710.50	1,706.51	1,706.51	8,391.94	19,750.00	-11,358.06	42.49%
9060 · MEDICAL INSURANCE	50,532.81	49,208.89	49,565.80	53,752.65	51,596.54	254,656.69	645,690.00	-391,033.31	39.44%
9065 · MTA TRANSIT TAX	1,133.51	1,724.81	1,161.87	1,197.36	1,201.90	6,419.45	16,434.00	-10,014.55	39.06%
Total 6200 · EMPLOYEE BENEFITS	78,005.96	87,569.58	76,837.75	83,917.92	81,038.89	407,370.10	1,927,088.00	-1,519,717.90	21.14%
6410A · BOOKS (ADULT)	17,734.68	5,040.89	10,082.49	10,062.21	15,186.42	58,106.69	185,000.00	-126,893.31	31.41%
6410C · BOOKS (C&P)	3,597.85	5,208.70	5,206.71	7,378.95	9,006.51	30,398.72	119,500.00	-89,101.28	25.44%
6410L · BOOKS (LIT)	0.00	0.00	0.00	165.56	178.27	343.83	4,250.00	-3,906.17	8.09%
6410N · BOOKS (TEEN)	939.88	1,450.64	1,067.93	1,449.51	2,009.72	6,917.68	30,000.00	-23,082.32	23.06%

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							TOTAL		
	Jul 13	Aug 13	Sep 13	Oct 13	Nov 13	Jul - Nov 13	Budget	\$ Over Budget	% of Budget
6410T · BOOKS (TECH)	0.00	0.00	0.00	0.00	0.00	0.00	900.00	-900.00	0.0%
6411A · MICRO/REF CD (ADULT)	5,150.00	610.00	0.00	8,100.00	2,809.00	16,669.00	45,000.00	-28,331.00	37.04%
6411C · MICRO/REF CD (C&P)	0.00	0.00	0.00	5,400.00	0.00	5,400.00	18,250.00	-12,850.00	29.59%
6411N · MICRO/REF CD (TEEN)	0.00	0.00	0.00	5,400.00	0.00	5,400.00	20,000.00	-14,600.00	27.0%
6412A · RECORDINGS (ADULT)	1,126.77	2,011.57	1,395.82	1,740.29	3,675.86	9,950.31	47,200.00	-37,249.69	21.08%
6412C · RECORDINGS (C&P)	231.00	297.10	846.40	493.34	94.42	1,962.26	10,000.00	-8,037.74	19.62%
6412N · RECORDINGS (TEEN)	0.00	321.80	741.23	289.26	380.02	1,732.31	10,000.00	-8,267.69	17.32%
6413A · PERIODICALS (ADULT)	8.00	221.84	84.00	10,325.37	2,178.48	12,817.69	33,000.00	-20,182.31	38.84%
6413C · PERIODICALS (C&P)	0.00	0.00	0.00	1,263.38	84.93	1,348.31	6,325.00	-4,976.69	21.32%
6413D · PERIODICALS (ADM)	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	-1,000.00	0.0%
6413G · PERIODICALS (GEN)	0.00	0.00	0.00	0.00	0.00	0.00	1,200.00	-1,200.00	0.0%
6413N · PERIODICALS (TEEN)	0.00	0.00	0.00	1,317.64	0.00	1,317.64	3,700.00	-2,382.36	35.61%
6413T · PERIODICALS (TECH)	0.00	0.00	0.00	0.00	0.00	0.00	250.00	-250.00	0.0%
6413W · PERIODICALS (WIRES)	0.00	0.00	0.00	0.00	0.00	0.00	150.00	-150.00	0.0%
6417A · VIDEOS (ADULT)	3,213.90	3,984.23	11,172.37	8,019.50	10,149.07	36,539.07	135,000.00	-98,460.93	27.07%
6417C · VIDEOS (C&P)	630.19	1,021.58	1,638.73	1,721.73	2,264.76	7,276.99	53,000.00	-45,723.01	13.73%
6417L · VIDEOS (LIT)	0.00	0.00	0.00	0.00	0.00	0.00	500.00	-500.00	0.0%
6417N · VIDEOS (TEEN)	0.00	0.00	716.03	21.44	958.08	1,695.55	12,000.00	-10,304.45	14.13%
6419G · SOFTWARE (GEN)	0.00	3,490.00	0.00	0.00	220.00	3,710.00	1,200.00	2,510.00	309.17%
6419N · SOFTWARE (TEEN)	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00	-1,500.00	0.0%
6419T · SOFTWARE (TECH)	0.00	0.00	0.00	0.00	0.00	0.00	3,000.00	-3,000.00	0.0%
6419W · SOFTWARE (WIRES)	0.00	4,286.68	2,889.55	0.00	0.00	7,176.23	16,000.00	-8,823.77	44.85%
6428D · MISCELLANEOUS	0.00	80.00	0.00	529.90	2,832.19	3,442.09	2,500.00	942.09	137.68%
6429C · REALIA (C&P)	181.48	495.48	189.71	382.46	239.09	1,488.22	4,500.00	-3,011.78	33.07%
6430G · OFFICE AND LIBRARY SUPPLIES	1,558.50	9,840.34	5,161.36	14,664.69	10,239.70	41,464.59	95,000.00	-53,535.41	43.65%
6431D · TELECOMMUNICATIONS	751.76	14,568.23	23,591.47	915.89	854.51	40,681.86	50,000.00	-9,318.14	81.36%
6432G · CARTAGE	250.38	250.38	250.38	250.38	250.38	1,251.90	3,000.00	-1,748.10	41.73%
6433G · POSTAGE	3,148.04	4,638.59	3,169.56	4,639.61	3,157.12	18,752.92	50,000.00	-31,247.08	37.51%
6434A · PRINTING (ADULT)	-625.35	-821.00	0.00	-113.00	-488.00	-2,047.35	4,275.00	-6,322.35	-47.89%
6434C · PRINTING (C&P)	300.00	0.00	0.00	0.00	1,039.00	1,339.00	7,000.00	-5,661.00	19.13%
6434G · PRINTING (GEN)	0.00	6,581.00	6,626.24	6,595.85	100.00	19,903.09	102,000.00	-82,096.91	19.51%

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							TOTAL		
	Jul 13	Aug 13	Sep 13	Oct 13	Nov 13	Jul - Nov 13	Budget	\$ Over Budget	% of Budget
6434L · PRINTING (LIT)	0.00	0.00	0.00	0.00	0.00	0.00	500.00	-500.00	0.0%
6434N · PRINTING (TEEN)	0.00	0.00	0.00	0.00	0.00	0.00	6,000.00	-6,000.00	0.0%
6434R · PRINTING (CIRC)	0.00	0.00	0.00	309.85	0.00	309.85	5,500.00	-5,190.15	5.63%
6434S · PRINTING (COMM SRV)	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	-5,000.00	0.0%
6435A · CED, CONF & TRAVEL (ADULT)	12.77	371.64	110.54	148.14	343.48	986.57	4,000.00	-3,013.43	24.66%
6435C · CED, CONF & TRAVEL (C&P)	864.13	346.67	348.96	129.46	437.29	2,126.51	5,250.00	-3,123.49	40.51%
6435D · CED, CONF & TRAVEL (ADM)	66.33	437.90	2,096.15	105.78	2,242.19	4,948.35	7,500.00	-2,551.65	65.98%
6435G · CED, CONF & TRAVEL (GEN)	0.00	333.34	0.00	0.00	333.36	666.70	3,000.00	-2,333.30	22.22%
6435L · CED, CONF & TRAVEL (LIT)	381.20	376.85	85.00	690.32	1,003.98	2,537.35	3,000.00	-462.65	84.58%
6435N · CED, CONF & TRAVEL (TEEN)	224.50	480.22	147.26	744.52	366.35	1,962.85	5,000.00	-3,037.15	39.26%
6435R · CED, CONF & TRAVEL (CIRC)	211.73	341.24	0.00	270.07	569.33	1,392.37	2,500.00	-1,107.63	55.7%
6435S · CED, CONF & TRAV (COMM SRV)	0.00	0.00	85.00	0.00	25.00	110.00	3,000.00	-2,890.00	3.67%
6435T · CED, CONF & TRAVEL (TECH)	0.00	333.33	0.00	0.00	333.33	666.66	2,950.00	-2,283.34	22.6%
6435W · CED, CONF & TRAVEL (WIRES)	0.00	333.34	0.00	0.00	333.33	666.67	4,000.00	-3,333.33	16.67%
6436 · CONTRACTS	0.00	0.00	0.00	0.00	0.00	0.00	96,500.00	-96,500.00	0.0%
6437A · PROGRAMS (ADULT)	4,015.40	4,186.57	2,220.96	4,731.57	6,751.10	21,905.60	61,120.00	-39,214.40	35.84%
6437C · PROGRAMS (C&P)	4,540.52	4,929.06	3,143.03	2,700.76	3,154.45	18,467.82	75,000.00	-56,532.18	24.62%
6437D · PROGRAMS (DIGITAL)	0.00	423.65	0.00	196.38	32.00	652.03	7,500.00	-6,847.97	8.69%
6437L · PROGRAMS (LIT)	690.33	1,768.53	1,215.48	6,440.30	7,736.12	17,850.76	79,000.00	-61,149.24	22.6%
6437N · PROGRAMS (TEEN)	3,986.26	4,526.85	5,784.15	4,508.59	7,550.70	26,356.55	50,000.00	-23,643.45	52.71%
6437P · PROFESSIONAL FEES									
643760 · PLANTINGS	0.00	199.19	199.19	199.19	407.16	1,004.73	2,500.00	-1,495.27	40.19%
643765 · PROMOTION AND PUBLICITY	0.00	0.00	0.00	0.00	0.00	0.00	30,000.00	-30,000.00	0.0%
643770 · CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00	-2,500.00	0.0%
6437P01 · ACCOUNTANT/AUDITOR	0.00	0.00	0.00	0.00	0.00	0.00	18,750.00	-18,750.00	0.0%
6437P02 · AUDITOR	1,000.00	1,500.00	500.00	500.00	500.00	4,000.00	6,000.00	-2,000.00	66.67%
6437P10 · ELECTION	0.00	0.00	0.00	0.00	0.00	0.00	4,700.00	-4,700.00	0.0%
6437P11 · FSA ADMINISTRATION	136.00	136.00	136.00	136.00	136.00	680.00	1,600.00	-920.00	42.5%
6437P12 · PAYROLL SERVICES	1,470.00	871.81	1,447.85	1,460.05	879.79	6,129.50	22,000.00	-15,870.50	27.86%
6437P13 · ARMORED CAR SERVICE	175.02	175.02	175.02	182.02	182.02	889.10	2,050.00	-1,160.90	43.37%
6437P15 · DOCUMENT MANAGEMENT/DESTRUCTION	0.00	0.00	134.00	0.00	0.00	134.00			

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							TOTAL		
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6437P16 · STAFF BACKGROUND SCREEN	0.00	1,034.37	113.63	681.78	0.00	1,829.78	7,500.00	-5,670.22	24.4%
6437P17 · TRANSLATION SERVICES	0.00	61.00	11.00	78.50	60.00	210.50	500.00	-289.50	42.1%
6437P3 · APPRAISAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	500.00	-500.00	0.0%
6437P4 · ATTORNEY	0.00	8,208.01	1,000.00	2,035.89	0.00	11,243.90	25,000.00	-13,756.10	44.98%
6437P5 · BACKFLOW INSPECTION	0.00	0.00	0.00	0.00	0.00	0.00	100.00	-100.00	0.0%
6437P6 · BOARD SECRETARY	0.00	0.00	0.00	0.00	0.00	0.00	500.00	-500.00	0.0%
6437P7 · COLLECTION AGENCY	259.55	170.05	214.80	232.70	295.35	1,172.45	3,350.00	-2,177.55	35.0%
6437P8 · DENITE SYSTEMS ANALYSIS	0.00	0.00	0.00	0.00	300.00	300.00	750.00	-450.00	40.0%
6437P9 · EAP	0.00	0.00	0.00	7,110.00	0.00	7,110.00	6,950.00	160.00	102.3%
Total 6437P · PROFESSIONAL FEES	3,040.57	12,355.45	3,931.49	12,616.13	2,760.32	34,703.96	135,250.00	-100,546.04	25.66%
6438 · DUES	0.00	40.00	75.00	760.00	100.00	975.00	5,000.00	-4,025.00	19.5%
6439A · EQUIPMENT R & M (ADULT)	4.15	4.15	4.15	4.15	4.15	20.75	3,500.00	-3,479.25	0.59%
6439C · EQUIPMENT R & M (C&P)	0.00	0.00	0.00	0.00	0.00	0.00	3,500.00	-3,500.00	0.0%
6439G · EQUIPMENT R & M (GEN)	628.80	3,027.41	2,455.81	3,890.24	3,832.70	13,834.96	39,015.00	-25,180.04	35.46%
6439N · EQUIPMENT R & M (TEEN)	4.15	4.15	4.15	4.15	4.15	20.75	400.00	-379.25	5.19%
6439R · EQUIPMENT R & M (CIRC)	0.00	1,791.00	11,157.64	0.00	0.00	12,948.64	55,000.00	-42,051.36	23.54%
6439T · EQUIPMENT R & M (TECH)	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	-1,000.00	0.0%
6439W · EQUIPMENT R & M (WIRES)	816.81	408.80	4,810.93	682.81	378.81	7,098.16	26,000.00	-18,901.84	27.3%
6450E · ELECTRICITY	0.00	33,140.42	18,214.09	13,415.03	9,249.41	74,018.95	125,000.00	-50,981.05	59.22%
6450F · FUEL/GAS	203.22	168.06	38.75	385.39	751.08	1,546.50	25,000.00	-23,453.50	6.19%
6450W · WATER	0.00	489.28	0.00	0.00	427.58	916.86	1,250.00	-333.14	73.35%
6451G · CUSTODIAL SUPPLIES	2,445.40	1,024.72	2,628.02	2,736.21	1,826.99	10,661.34	19,000.00	-8,338.66	56.11%
6452G · BLDG ALTERATION AND MAINT	2,577.72	1,499.00	3,230.00	6,942.87	2,450.50	16,700.09	362,042.00	-345,341.91	4.61%
6454 · INSURANCE	0.00	0.00	0.00	-6,176.40	0.00	-6,176.40	53,000.00	-59,176.40	-11.65%
6485G · Bank Fees	130.19	38.95	155.42	197.09	576.68	1,098.33			
6700 · TAN INTEREST	0.00	0.00	0.00	0.00	0.00	0.00	60,000.00	-60,000.00	0.0%
7203 · EQUIPMENT - Capital Purchases									
7203A · EQUIPMENT ADULT	156.00	0.00	0.00	2,975.80	1,032.02	4,163.82	3,500.00	663.82	118.97%
7203C · EQUIPMENT C & P	0.00	0.00	199.98	1,860.71	3,690.40	5,751.09	3,000.00	2,751.09	191.7%
7203D · EQUIPMENT ADMIN	0.00	950.50	0.00	417.99	3,106.82	4,475.31	2,500.00	1,975.31	179.01%

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							TOTAL								
							Budget	\$ Over Budget	% of Budget						
							Jul 13	Aug 13	Sep 13	Oct 13	Nov 13	Jul - Nov 13			
7203G · EQUIPMENT BUS OFF							0.00	0.00	0.00	0.00	0.00	0.00	4,500.00	-4,500.00	0.0%
7203L · EQUIPMENT LITERACY							0.00	0.00	0.00	0.00	59.99	59.99			
7203N · EQUIPMENT TEEN							0.00	404.88	0.00	0.00	0.00	404.88	1,500.00	-1,095.12	26.99%
7203R · EQUIPMENT CIRC							0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	-1,000.00	0.0%
7203T · EQUIPMENT TECH							0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	-2,000.00	0.0%
7203W · EQUIPMENT WIRE							0.00	4,557.16	28,422.38	5,628.55	89.99	38,698.08	140,000.00	-101,301.92	27.64%
Total 7203 · EQUIPMENT - Capital Purchases							156.00	5,912.54	28,622.36	10,883.05	7,979.22	53,553.17	158,000.00	-104,446.83	33.89%
Total Expense							481,788.05	748,023.88	591,171.58	602,145.96	571,441.26	2,994,570.73	9,335,000.00	-6,340,429.27	32.08%
Net Ordinary Income							108,465.47	-680,121.68	-570,277.62	-580,189.84	-555,328.91	-2,277,452.58	0.00	-2,277,452.58	100.0%
Other Income/Expense															
Other Expense															
7500 · BUILDING IMPROVEMENTS							8,090.57	4,359.03	4,495.20	4,904.00	2,137.83	23,986.63			
7900 · TRANSFER TO/(FROM) CAPITAL FUND							600,000.00	0.00	0.00	0.00	0.00	600,000.00			
Total Other Expense							608,090.57	4,359.03	4,495.20	4,904.00	2,137.83	623,986.63			
Net Other Income							-608,090.57	-4,359.03	-4,495.20	-4,904.00	-2,137.83	-623,986.63	0.00	-623,986.63	100.0%
Net Income							-499,625.10	-684,480.71	-574,772.82	-585,093.84	-557,466.74	-2,901,439.21	0.00	-2,901,439.21	100.0%

MMSCL
Operating Funds Monthly Report
November 2013

INSTITUTION	PURPOSE	BALANCE FORWARD	DEPOSITS	DISBURSEMENTS	INTEREST	ENDING BALANCE
Empire Nat'l Bank	MONEY MARKET	\$ 1,663,268.64	\$ 5,611,209.65	\$ 559,243.00	\$ 3,368.98	\$ 6,718,604.27
Empire Nat'l Bank	CREDIT CARD M.M.	\$ 341,465.33	\$ 4,093.05	\$ 133.76	\$ 197.55	\$ 345,622.17
Empire Nat'l Bank	OPERATING	\$ 316,859.76	\$ 117,444.99	\$ 172,156.70	\$ 118.81	\$ 262,266.86
Empire Nat'l Bank	PAYROLL	\$ 75,968.44	\$ 442,952.11	\$ 505,411.73	\$ -	\$ 13,508.82
						\$ 7,340,002.12

INSTITUTION	PURPOSE	MATURITY DATE	TERM	RATE	BALANCE
Capital One Bank	Denitrification System	September 28, 2014	12 Months	0.05%	\$ 15,000.00
TOTAL INVESTMENTS:					\$ 15,000.00
TOTAL CASH & INVESTMENTS:					<u>\$ 7,355,002.12</u>

**MASTICS-MORICHES-SHIRLEY COMMUNITY
LIBRARY**

CAPITAL FUND FINANCIAL REPORT

NOVEMBER 2013

PREPARED & SUBMITTED BY:

**CHRISTOPHER NOWAK
BUSINESS MANAGER**

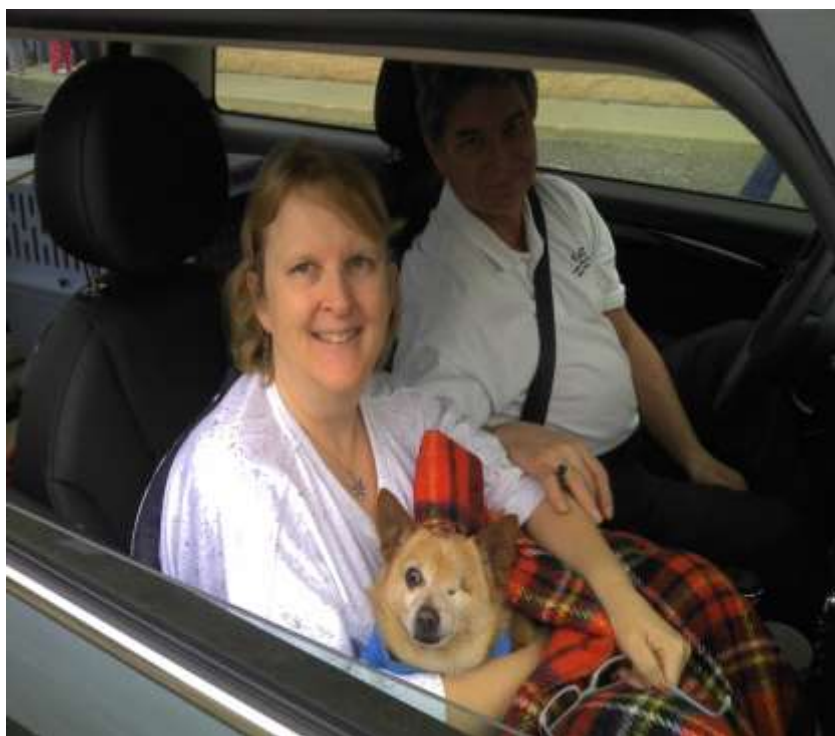
MMSCL
CAPITAL FUND MONTHLY REPORT

Month	Account #	Balance Forward	Deposits	Withdrawals	Balance
<u>Empire Nat'l Bank</u>	XXXXXX082				
July-13		\$ 3,895,692.46	\$ 602,327.58	\$ -	\$ 4,498,020.04
August-13		\$ 4,498,020.04	\$ 2,674.17	\$ -	\$ 4,500,694.21
September-13		\$ 4,500,694.21	\$ 2,589.44	\$ -	\$ 4,503,283.65
October-13		\$ 4,503,283.65	\$ 2,677.29	\$ -	\$ 4,505,960.94
November-13		\$ 4,505,960.94	\$ 2,592.47	\$ -	\$ 4,508,553.41
				Grand Total :	\$ 4,508,553.41

	July	August	September	October	November	December	January	February	March	April	May	June	YTD Total	Last YTD Total
Patron Visits	23,203	23,008	24,562	31,867	26,394								129,034	120,232
Website Visits	56,757	51,073	47,827	37,497	44,490								237,644	264,711
Adult	7,605	7,048	6,831	5,672	6,147								33,303	46,380
Children's	2,046	1,024	845	721	1,860								6,496	7,442
Teen	1,776	1,198	1,092	1,310	1,493								6,869	4,231
Program Calendar	4,271	4,156	3,536	3,029	2,827								17,819	19,468
Library Link	446	354	299	268	266								1,633	1,714
CommunityLibrary.org	22,008	19,989	17,940	13,369	15,542								88,848	97,316
Facebook	26,579	18,762	18,875	16,545									80,761	42,144
Circulation	71,696	68,166	59,576	61,870	58,416	-	-	-	-	-	-	-	319,724	340,219
Staff assisted checkouts & renewals	34,707	29,724	28,309	37,969	29,395								160,104	161,807
Express Lane Checkouts & renewals	28,531	30,145	23,681	16,344	21,532								120,233	138,176
Renewals by patrons (web)	6,318	6,102	5,645	5,648	5,613								29,326	32,287
Overdrive Digital Checkouts	2,140	2,195	1,941	1,909	1,876								10,061	7,949
Freegal Downloads	618	589	599	550									2,356	3,937
ILLs out	3,317	3,276	3,018	2,859	3,106								15,576	15,005
ILLs in	2,447	1,153	961	1,425	1,509								7,495	12,659
Holds	6,928	7,047	6,244	6,277	5,455								31,951	32,660
Filled Holds	5,205	5,739	5,666	5,496	4,971								27,077	25,938
New Library Cards	266	209	363	350	246								1,434	1,563
New/Renewed Contract Patrons	17	12	9	6	4								48	1,554
Computer Usage	6,234	6,135	5,463	4,751	3,688	-	-	-	-	-	-	-	26,271	29,596
Adult	4,018	4,319	3,960	3,542	3,688								19,527	20,869
Children's	1,166	983	759	574									3,482	4,480
Teen	1,050	833	744	635									3,262	4,247
Reference Questions	2,580	2,400	2,286	2,354	1,924	-	-	-	-	-	-	-	11,544	13,193
Adult	1,019	1,228	1,132	985	910								5,274	5,066
Children's	1,561	1,172	1,154	1,369	1,014								6,270	6,135
Teen													-	1,519
Chat Reference													-	473
Other Questions	5,519	4,639	4,119	4,128	4,413	-	-	-	-	-	-	-	22,818	28,931
Adult	2,934	2,897	2,500	2,303	2,305								12,939	14,832
Children's	2,585	1,742	1,619	1,825	2,108								9,879	9,041
Teen													-	5,058
Programs, In-House Attendance	3,340	3,090	1,453	2,660	2,469	-	-	-	-	-	-	-	13,012	14,798
Programs, In-House Sessions	157	167	147	230	166	-	-	-	-	-	-	-	867	1,167
Adult	1,092	1,306	749	768	576								4,491	4,256
Adult # of Sessions	65	71	84	72	54								346	295
Children's	1,839	1,417	518	1,073	1,249								6,096	5,162
Children's # of Sessions	31	31	16	58	49								185	189
Teen													-	2,495
Teen # of Sessions													-	252
Community Services													-	-
Community Services # of Sessions													-	-
Outside Organizations	409	367	186	819	644								2,425	2,885
Outside Organizations # of Sessions	61	65	47	100	63								336	431
Programs, Offsite Attendance	521	328	2,342	314	724	-	-	-	-	-	-	-	4,229	1,969
Programs, Offsite Sessions	26	14	19	11	32	-	-	-	-	-	-	-	102	931
Adult	67	60	67	63	69								326	397
Adult # of Sessions	2	2	2	2	2								10	11
Children's	454	268	2,275	251	655								3,903	1,202
Children's # of Sessions	24	12	17	9	30								92	50
Teen													-	366
Teen # of Sessions													-	20
Community Services													-	4
Community Services # of Sessions													-	850
Outside Organizations													-	-
Outside Organizations # of Sessions													-	-
Programs, Literacy Attendance	380	333	926	2,264	1,524	-	-	-	-	-	-	-	5,427	6,015
Programs, Literacy Sessions	11	10	47	128	96	-	-	-	-	-	-	-	292	250
In-house Attendance	286	253	380	919	598								2,436	2,110
In-house Toddler Attendance	94	80	156	223	151								704	1,508
In-house # of Sessions	11	10	21	53	38								133	115
Offsite attendance			331	1,043	726								2,100	2,017
Offsite Toddler Attendance			59	79	49								187	380
Offsite # of sessions			26	75	58								159	135







Board of Trustees Meeting

December 16, 2013

- **Facilities Update**

- Working with Sandpebble Builders to monitor small leak in boiler room pump
- Met with representative from Wiedersum Associates to inspect brand new pumps that have been installed in our waste water treatment system

- **NYS Employees Retirement System**

- Successfully wired this year's annual employer contribution of \$732K
- This expense will appear in *next month's* profit and loss statement under the *Employee Benefits* category

- **Meetings**

- UTICA National Insurance Company

- **Year End Payroll**

- Processing calendar year end payroll issues
- Getting ready to issue W-2 statements in the coming weeks

- **NYSHIP – Empire Health Insurance**

- We received our new health insurance rates for the coming calendar year
- Our specific plan is seeing an increase of less than 2%
 - Many factors go into calculating this percentage this year including:
 - Plan moving to a self-insured model
 - Plan changing to a new Rx administrator
 - Impact of Affordable Care Act



Children & Parents

Rachel Wyneken
Department Head

December 2013 Board Report

We're busy with class visits every Wednesday and Thursday (usually two classes at a time), outreach visits to preschools and daycares, Study Buddies every Tuesday and Wednesday, and more programs on the floor. Any time we have activity on the floor -- such as class visits and study buddies -- the entire staff ends up getting involved. Lots of children with lots of needs equals lots of staff to meet those needs. It's great. We're fulfilling our mission. I recently sent the following to the CPSD staff as a reminder of why we do what we do, how important it is, and encouragement to continue:

I think we all need regular reminders as to why we're here and why the work we do is so important. So this is it.

The department's mission is to give children and the caring adults in their lives the literacy opportunities that ensure children's success in school and life.

How do we do this?

By providing opportunities for these caring adults (which includes us) to talk, sing, play and write with children from birth on.

By promoting and supporting parents in their role as their children's first and most important teacher.



All of us can think of this while we're working on our day-to-day tasks.

When you are cleaning up in the Playspace, you are making an inviting place for parents, grandparents, caregivers, etc., to play with children -- and play is the way young children learn!

When you make reminder calls for programs, you are reminding parents to bring their kids to a program that will involve talking, singing, playing and or writing -- they need these experiences to learn and grow.

When you extend a conversation with an adult asking for a particular book for a child by mentioning one of our programs or discussing different ways to make reading aloud fun, you are supporting them in their role as their children's first and most important teacher.

You can even make a game of this with each other. If you're working on something that doesn't seem to be clearly related to our mission, challenge your co-workers to figure out how it fits in. If none of you can figure it out, then it's time to go to your supervisor. If what you're doing doesn't support this mission in some way, then maybe we shouldn't be asking you to do this particular task!

Meanwhile, the room and the staff are showing their holiday spirit, and we're preparing for the Winter Reading Club 2014 *It's a Book Blizzard*, which will kick off with the library-wide Snow Ball on January 31.



CIRCULATION SERVICES

Board
Report

Circulation Statistics: for November 2013 submitted December 2013

Circulation Activity: 58,416

Staff Assisted Checkouts: 29,395

Self Checkouts: 21,532

Online Renewals: 5,613

Digital Checkouts: 1,876

Physical Visitors: 26,394 and Current Card Holders: 47,786

New Library Cards Issued:

MMSCL District Patrons 246

Out of District Contract Patrons 4

Meeting Room Usage:

Number of rooms booked by district organizations including tutors — 63

Number of community residents including students in attendance — 644

SMS Alerts (text notifications):

609 patrons currently enrolled

Online Self Registration:

3 Currently requested

Department Head Note:

November was full of interesting events for the Circulation Services Department. We held our annual Circulation staff meeting which produced some new and refreshing ideas to improve and make more efficient some on going circulation functions.

Kerri was able to meet with every circulation staff member and the staff, on more than one occasion expressed how much it meant to them to sit with Kerri one on one and get to know each other a little better.

Both of the Circulation Services supervisors were able to venture outside the library walls this month. Josephine Scarpantonio attended two very informative workshops on creating lists at SCLS along with myself and Elizabeth Horbal joined other library staff for outreach at the YMCA. Elizabeth is the designated outreach person for the Circulation Services Department and she enjoys going on the road and making available library services to patron who may not be able to come to us.



Anne Marie Hofmann—Head of Circulation Services—Mastics-Moriches-Shirley Community Library

Informational Workshops

November was a busy month as guest lecturers presented in all literacy classes. LEFA students welcomed speakers from Sisters United in Health (affiliated with Adelphi University), who presented two comprehensive workshops on Breast Cancer. A representative from Suffolk County Human Rights Commission came and spoke about how discrimination in employment, housing, education, public accommodation, etc. is illegal and provided information on how to receive assistance filing a complaint if necessary. An extremely health conscious workshop on nutrition was presented at WFHS by Cornell Cooperative Extension of Suffolk County. The workshop was so influential that after the class students turned down the delicious pumpkin pie their instructor brought to class.



Literacy Students Help Colonial Youth

On November 25th literacy department staff and students accompanied the library van to the local Knights of Columbus Hall to drop off food donations collected at all literacy classes during the month of November. Through being active participants in community causes our students learn about becoming civic minded adults.



Spanish Computer Classes

Literacy students were thrilled to be able to walk down the hall at William Floyd High School and learn computer basics. When computer classes at the library were not well attended we decided to offer computer classes during our regularly scheduled ESOL classes at WFHS. It was a huge success and students are inquiring as to when the next class will be offered.



Learning English a Family Affair

Our family literacy class is truly a main component in the lives of many of our literacy families. We regularly have parents bringing in birthday cakes for their toddlers to celebrate with their "school friends". It's always a delight to see the families feel so welcome at the library and to share their important moments with us.



December 2013

Compiled by: Nick Tanzi

Introducing: The Digital Library Desk

After much planning, our Digital Library Desk made its debut this December on the main floor of the library. Utilizing the desk to promote and train others in the use of our growing digital collection, we were met with a good degree of traffic. **After four evenings, we have fielded 68 inquiries.** These have ranged from product demonstrations, to on-the-spot setup of our patron's devices with associated library services.

Though we have only just begun this service, we have drawn the following conclusions:

- Despite promotion of digital service, many patrons are still unaware that the library lends eBooks, never mind provides music & magazine downloads.
- Patrons are excited by these services, and are eager to "spread the word" to friends and family.
- Awareness of these services aside, initial setup remains the single biggest obstacle to patron use. By guiding our patrons through it, we are more likely to gain and retain long term digital borrowers.
- Interest in streaming video is high. Thankfully this coincides with the library's setup of a streaming video service to debut (minus unforeseen difficulties) in January.

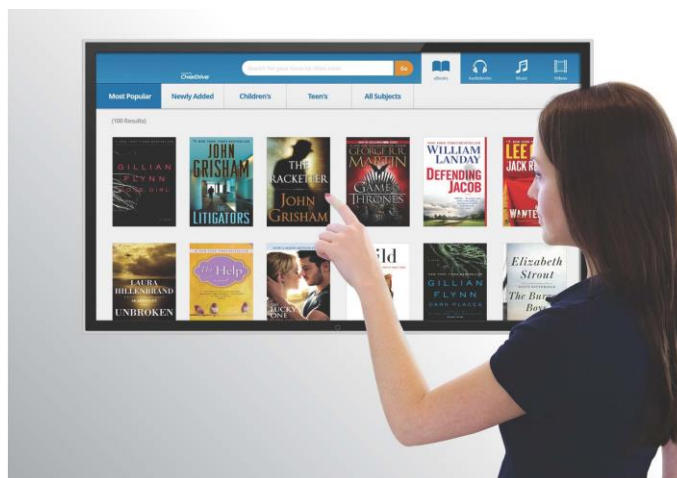


Update: Streaming Video Service

We continue to work on a streaming video option for our patrons with vendor Midwest Tapes. We will be working with them via conference call the week on 12/16 to plan training and promotion of the service.

eBook Promotion

Having demonstrated the need to improve awareness of our digital collection, we are looking to add a “discovery station” to promote our signature eBook collection. This would take the form of a large touchscreen computer, which using licensed software, would provide a highly visual showcase of our Overdrive eBook collection. Using the software, patrons would be able to check out and send an eBook to themselves via text or email, which they would retrieve on their personal device.



With the Suffolk Cooperative Library System absorbing the majority of the cost for licensed software, we believe this will be a cost-effective promotional tool.

The Complications of eBook Purchasing

It has come to our attention that some publishers have added new restrictions to the library’s purchase of eBooks. This month, we encountered a situation where publisher Hachette Group refused to sell an eBook to our library consortia, (SCLS purchases the majority of eBooks on behalf of member libraries) insisting that only an individual library license the particular title. We were in fact able to add the eBook to our collection, as we are one of two “advantage libraries” in Suffolk County that have contracted with Overdrive as a stand-alone branch.



Given this development, we will review our collection for gaps and determine, update our collection development procedures in this area, and work to inform our staff & public.

REPORT OF PERSONNEL CHANGES SUFFOLK COUNTY DEPARTMENT OF CIVIL SERVICE						DATE PREPARED: 12/16/13	
JURISDICTION: MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY							PAGE 1 OF 1
NATURE OF CHANGE	NAME AND ADDRESS POSITION CONTROL #	SOCIAL SECURITY NUMBER	TITLE	SALARY	IF PT, INCL # OF HRS/WK & PROJECTED ANNUAL SALARY	EFFECTIVE DATE	DUTIES STATEMENT # OR NAME OF PREVIOUS INCUMBENT
RE/APT	Pentzel, Margaret		Library Clerk	\$13.13/hr	Under 17.5	11/01/13	09/18/13-10/31/13
APT	Gentile, Daniel		Guard	\$19.29/hr		11/25/13	
TRS	McDuffie, Natasha		Library Clerk	\$13.13/hr		11/27/13	
APT	Diamant, Debbie		Library Assistant	\$22.99/hr	Under 17.5	12/02/13	
APT	Barone, Jason P.		Guard	\$19.29/hr	Under 17.5	12/04/13	
TRS	Senica, Kristine		Page	\$8.46/hr		12/12/13	
APT	Utter, Mercy C.		Library Clerk - Spanish Spk.	\$13.13/hr	Under 17.5	12/11/13	
DID YOU:					The above changes are hereby certified as being in accordance with Civil Service requirements.		
1. Submit a Duties Statement for all new positions or when refilling those for which DS is over five years old?							
2. Request and canvas an eligible list for all competitive positions?							
3. Submit Application for Employment (CS-205) on all provisional, temp & non-competitive appointments? Fill in jurisdiction and appointment date at bottom of application							
4. Submit a personnel change on the previous incumbent shown above?							
<input type="checkbox"/>	APPROVED		<input type="checkbox"/>	DISAPPROVED			
<input type="checkbox"/>	APPROVED AS NOTED						
					Signature of Appointing Authority		

YOU ARE CORDIALLY
INVITED TO ATTEND AS THE

ROTARY CLUB OF SHIRLEY AND THE MASTICS
HONORS
THEIR

2014 MAN OF THE YEAR

Rudy Sunderman, Jr.

SATURDAY, FEBRUARY 8, 2014

7:00 PM

WEST LAKE INN ~ PATCHOGUE



Rudy Sunderman, Jr.

Rudy Sunderman, Jr. exemplifies leadership and service to community. Rudy credits his success and attainment of goals to the support of his family, which includes wife Laura, and children Jennifer, Megan, Rudy, and Katie, and the support of friends and colleagues.

Rudy started as a Junior Fireman in 1981 and has been a member of the Mastic Fire Department since 1987, the same year he graduated from William Floyd High School. He served as Chief Officer from 1997-2003. Rudy is a two-time recipient of Life Suffolk Medal of Valor for Life Saving Acts (2000 & 2001). He has also been recognized with a Unit Citation, Chiefs Award and selected as Fireman of the Year. Rudy was also selected as Brookhaven Town Fire Chief Council – Chief of the Year. In 25 years, Rudy has maintained over 50% of all alarms for the Mastic Fire Department.

Rudy is currently serving as Fire Commissioner; a role he has had since 2004. During his tenure the Fire Tax has been reduced approximately 20%, representing over \$250K. The ISO rating for the fire district improved by providing what is believed to be the best fire protection, quality equipment and training possible.

Rudy is Past President of a variety of organizations including: Mastic Ambulance, Brookhaven Town Fire Districts, and Chief Council and Fire Police Association. He has served on the Brookhaven Town Fire Advisory Board for over five years.

Rudy is currently the District Manager of the Centereach Fire District, Vice President of the Suffolk County Fire District, Deputy Chief Instructor of the Suffolk County Fire Academy, and Assistant Chief Fire Coordinator of Suffolk County Fire Rescue and Emergency Services.

Rudy participated in the Wild Fires of 1995 & 2012. He served as the Chief Officer for 9/11, sending over 30 firefighters to assist. Rudy was the first arriving engine officer responding to the 30,000 gallon gas tank leak on New Years Day 2011.

Rudy's other community involvements have included: coach for Mastic Sports Club and Christmas Parade commissioner member for 10 years. Rudy is well-respected for being an honest, caring and hardworking individual whose commitment has benefited all of the residents of the Shirley and Mastics community.





Journal Opportunities

COVERS \$300

HALF PAGE \$75

FULL PAGE \$100

QUARTER PAGE \$50

Please email artwork (size 8.5 X 11) for your ad to
info@designbyrene.net

or mail us the wording with your check and we will create an ad for you. Please
make checks payable to

Rotary Club of Shirley & the Mastics

Return no later than 1/20/14 to:

PO Box 40, Shirley, NY 11967

THE ROTARY CLUB OF SHIRLEY & THE MASTICS
INVITE YOU TO CELEBRATE AS THEY HONOR THEIR

2014 MAN OF THE YEAR

Rudy Sunderman, Jr.

SATURDAY, FEBRUARY 8, 2014

7:00 PM

WEST LAKE INN ~ EAST PATCHOGUE

RSVP BY JANUARY 20TH 2014

\$80 PER PERSON / \$150 PER COUPLE / \$750 PER TABLE OF 10





SUFFOLK COOPERATIVE LIBRARY SYSTEM

627 NORTH SUNRISE SERVICE ROAD, P.O. BOX 9000, BELLPORT, NY 11713-9000
TEL: 631-286-1600 FAX: 631-286-1647

December 5, 2013

Mr. James Mazzarella
President, Board of Trustees
MMS Community Library

Dear Mr. Mazzarella:

A member of the Suffolk Cooperative Library System Board of Trustees representing the Town of **Brookhaven**, has resigned from the Board effective January 7, 2014.

In compliance with the Bylaws of the Suffolk Cooperative Library System, a meeting will be held on **Tuesday, December 17, 2013 at 5:15 p.m.** at the **Patchogue-Medford Library, 54-60 E. Main Street, Patchogue, New York** to caucus and nominate a Trustee to serve on the System Board to fill a term which runs from January 8, 2014 through December 31, 2015.

Candidates for the position must meet the requirements in Article VII, Sections 1 and 2, of the System's Bylaws.

Section 1: System trustees shall reside in a library district in a town or one of the towns they represent.

Section 2: No salaried employee of the system or any of its members nor any elected salaried official of any municipal corporation shall be eligible for election or appointment as System trustee.

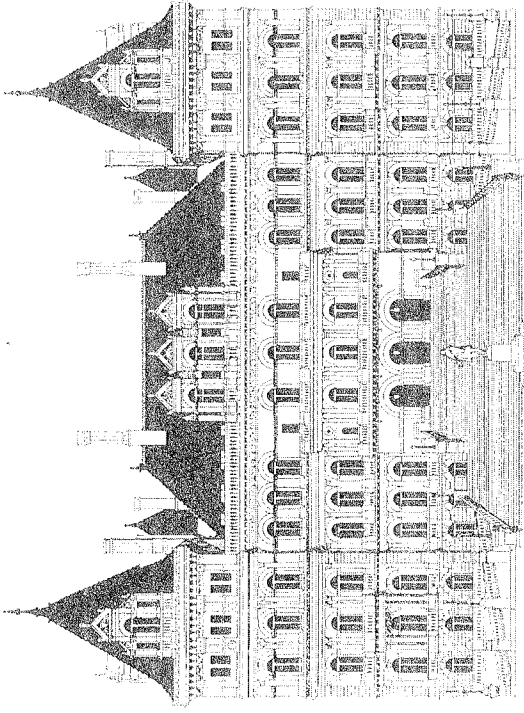
Individuals interested in the position should plan to attend the nominating caucus.

Very truly yours,



Kevin Verbesey
Director

cc: Library Director



Assemblyman Edward Hennessey

Dear Kerri,

It was great walking with you
and Legislator Browning at the MASTICS-
Shirley Christmas Parade.

Hope To See You

You Again in
Re Forever
Ed Hennessey

LIBRARY HOLIDAYS - 2014

• NEW YEAR'S DAY	JANUARY 01, 2014	CLOSED
• MARTIN LUTHER KING JR.	JANUARY 20, 2014	HOLIDAY PAY
• PRESIDENTS DAY	FEBRUARY 17, 2014	CLOSED
• EASTER	APRIL 20, 2014	CLOSED
• MOTHER'S DAY	MAY 11, 2014	CLOSED
• MEMORIAL DAY	MAY 26, 2014	CLOSED
• INDEPENDENCE DAY	JULY 04, 2014	CLOSED
• LABOR DAY	SEPTEMBER 01, 2014	CLOSED
• COLUMBUS DAY	OCTOBER 13, 2014	HOLIDAY PAY
• VETERANS DAY	NOVEMBER 11, 2014	HOLIDAY PAY
• THANKSGIVING	NOVEMBER 27, 2014	CLOSED
• CHRISTMAS EVE	DECEMBER 24, 2014	CLOSED
• CHRISTMAS DAY	DECEMBER 25, 2014	CLOSED
• NEW YEARS EVE	DECEMBER 31, 2014	CLOSED

THE LAST SUNDAY WE ARE OPEN BEFORE THE SUMMER IS JUNE 08, 2014

THE FIRST SUNDAY WE ARE OPEN IN THE FALL IS SEPTEMBER 14, 2014