

# MEETING OF THE BOARD OF TRUSTEES

OF THE

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

March 26, 2012

7:00 PM

## AGENDA

I. CALL TO ORDER

PLEDGE OF ALLEGIANCE

2012-2013 PROPOSED BUDGET PRESENTATION

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*BUDGET QUESTION AND ANSWER PERIOD FOR RESIDENTS*

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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

AGENDA

MARCH 26, 2012

- A. DEPARTMENT REPORTS
  - 1. CHILDREN'S AND PARENTS' SERVICES
  - 2. ADULT SERVICES
  - 3. TEEN SERVICES
  - 4. CIRCULATION SERVICES
  - 5. LITERACY SERVICES
  - 6. DIGITAL SERVICES
  - 7. INFORMATION TECHNOLOGY
  
- B. PERSONNEL
  - 1. RECOMMENDED CHANGES
  
- C. CORRESPONDENCE
  
- D. FACILITY UPDATE

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***PERIOD FOR PUBLIC EXPRESSION RESIDENTS***

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- X. EXECUTIVE SESSION
  
- XI. ADJOURNMENT

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The next meeting of the Board of Trustees is scheduled for **April 23, 2012 at 7:00PM**

**MASTICS-MORICHES-SHIRLEY  
COMMUNITY LIBRARY**

**MINUTES OF FEBRUARY 27, 2012 BOARD MEETING**

Trustee Maiorana called the meeting to order at 7:11pm.

Present were Trustees Maiorana, Mazzarella, Raineri, Director Rosalia, Assistant Director D'Amato, Business Manager Nowak, Secretary Prevete, and community residents. Trustee Simmons arrived at 7:39 pm.

**PRESENT**

**PERIOD OF PUBLIC EXPRESSION**

Motion by Mazzarella, second by Raineri to accept the minutes of the January 23, 2012 meeting of the Board of Trustees. Carried 3-0.

**MINUTES**

Motion by Mazzarella, second by Raineri to accept the minutes of the February 6, 2012 meeting of the Board of Trustees. Carried 3-0.

Motion by Raineri, second by Mazzarella to accept the minutes of the February 7, 2012 meeting of the Board of Trustees. Carried 3-0.

Motion by Raineri, second by Mazzarella to accept the minutes of the February 23, 2012 special meeting of the Board of Trustees. Carried 3-0.

Motion by Mazzarella, second by Raineri to approve the Operating Fund schedule of claims dated 2/27/12; Prepay Payables Warrant #1 \$71,423.81; Payables Warrant #2 \$98,689.03; Payroll Warrant W.E. 1/20/2012 \$184,933.83; Payroll Benefits Warrant \$59,103.06; Payroll Warrant W.E. 2/03/2012 \$183,351.18; Payroll Benefits Warrant \$6,675.59; Payroll Warrant W.E. 2/17/2012 \$179,505.29; Payroll Benefits Warrant \$61,981.63. Carried 3-0.

**SCHEDULE  
OF CLAIMS**

Motion by Mazzarella, second by Raineri to approve the January 2012 Operating Fund Report. Carried 3-0.

**FINANCIAL  
REPORTS**

Motion by Raineri, second by Mazzarella to approve the Capital Reserve Report for January 2012. Carried 3-0.

## **DRAFT - UNAPPROVED**

The Director explained the purpose of the Collection Development Committee and gave an overview of the changing roles of libraries today, including the potential impact of e-books on public library services.

### **DIRECTOR'S REPORT**

Assistant Director did not submit a report.

### **ASS'T DIRECTOR'S REPORT**

The Business Manager had no additional comments on his written report.

### **BUSINESS MNGR'S REPORT**

Kevin Verbesey, Director of SCLS, explained the county's RFID project and explained that by tagging other library's items with RFID tags libraries can move forward with open hold shelves. RFID technology also allows for better movement of materials within the county.

### **TECHNOLOGY INITIATIVES**

Mr. Verbesey also discussed the new Inn-Reach program where Suffolk and Nassau will now work cooperatively and share materials with each other. Mr. Verbesey highlighted the rapid growth in the e-book market, and the dramatic increase in downloads of e-books by Suffolk County residents through the Live-brary program.

Motion by Raineri, second by Mazzarella to accept the Director's recommended personnel changes. Carried 3-0.

### **RECOMMENDED PERSONNEL CHANGES**

Motion by Mazzarella, second by Raineri to authorize the Library Director to submit the New York State Annual Report as presented. Carried 3-0.

### **NEW YORK STATE ANNUAL REPORT**

Motion by Mazzarella, second by Raineri to renew the annual subscription to Freegal in the amount of \$8,000.00. Carried 3-0

### **CONTRACT RENEWALS**

Motion by Raineri, second by Mazzarella to approve the contract renewal for landscaping services at \$400.00 per year plus \$80.00 per instance of lawn mowing. Carried 3-0.

## DRAFT - UNAPPROVED

Motion by Mazzarella, second by Raineri to amend By - Law Article VII Section 4 to state

**BY - LAW  
REVISIONS**

The Director **or the Director's designee** shall assist the Board in any collective bargaining negotiations with representatives of employees, if so recognized by the Board, and shall recommend the form and substance of agreement for action by the Board. Carried 3-0.

Motion by Mazzarella, and Raineri to amend By - Law Article IV Section 5 to state

The order of business at the regular meetings **may** include the following:

1. Call to order
2. Period for public expression
3. Approval of the minutes
- 4. Schedule of Claims**
5. Financial Reports
6. Administrator's Reports
7. Unfinished Business
- 8. New Business**
- 9. Period for Public Expression**
10. Executive Session
11. Adjournment

Carried 3-0.

**(New Language in Bold)**

**EXECUTIVE SESSION**

Motion by Maiorana, second by Simmons to move into Executive Session at 10 pm to discuss a personnel issue related to one employee. Carried 4-0.

Motion by Simmons, second by Mazzarella to leave Executive Session at 10:26 pm. Carried 4-0.

Motion by Maiorana, second by Simmons to adjourn at 10:28 pm. Carried 4-0.

**ADJOURNMENT**

**DRAFT - UNAPPROVED**

Respectfully submitted by,

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Cecile Prevette, Secretary

**MASTICS-MORICHES-SHIRLEY  
COMMUNITY LIBRARY**

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**SCHEDULE OF CLAIMS**

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**PRESENTED MARCH 26, 2012**

<b>PREPAY PAYABLES WARRANT #1</b>	<b>\$30,780.11</b>
<b>PAYABLES WARRANT #2</b>	<b>\$126,374.58</b>
<b>PAYROLL WARRANT W.E. 3/2/2012</b>	<b>\$178,162.53</b>
<b>PAYROLL BENEFITS WARRANT</b>	<b>\$6,512.18</b>
<b>PAYROLL WARRANT W.E. 3/16/2012</b>	<b>\$177,470.37</b>
<b>PAYROLL BENEFITS WARRANT</b>	<b>\$4,160.51</b>
<b>TOTAL</b>	<b><u>\$523,460.28</u></b>

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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**

**March 26, 2012**

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>48246</b>	<b>02/21/2012</b>	<b>Postmaster</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	*NL32012	02/21/2012		6433G · POSTAGE	3,030.31
TOTAL					<u>3,030.31</u>
<b>Bill Pmt -Check</b>	<b>48247</b>	<b>02/22/2012</b>	<b>Long Island Railroad</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
	<b>VOIDED</b>				
TOTAL					0.00
<b>Bill Pmt -Check</b>	<b>48248</b>	<b>02/22/2012</b>	<b>Long Island Railroad</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	*Tickets 2252012	02/22/2012		6437A · PROGRAMS (ADULT)	255.00
TOTAL					<u>255.00</u>
<b>Bill Pmt -Check</b>	<b>48249</b>	<b>02/23/2012</b>	<b>American Express</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	*021212	02/23/2012		6419G · SOFTWARE (GEN)	1,199.00
				6435S · CED, CONF & TRAV (COMM SRV)	1,014.09
				6410A · BOOKS (ADULT)	5,050.43
TOTAL					<u>7,263.52</u>
<b>Bill Pmt -Check</b>	<b>48250</b>	<b>02/27/2012</b>	<b>American Library Association</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	*PLA2012	02/27/2012		6435A · CED, CONF & TRAVEL (ADULT)	54.90
				6435C · CED, CONF & TRAVEL (C&P)	54.90
				6435G · CED, CONF & TRAVEL (GEN)	54.90
				6435D · CED, CONF & TRAVEL (ADM)	54.90
				6435L · CED, CONF & TRAVEL (LIT)	54.90



**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Prepay Payables Warrant #1**

**March 26, 2012**

Type	Num	Date	Name	Account	Paid Amount
				6435N · CED, CONF & TRAVEL (TEEN)	54.90
				6435R · CED, CONF & TRAVEL (CIRC)	54.90
				6435S · CED, CONF & TRAV (COMM SRV)	54.90
				6435T · CED, CONF & TRAVEL (TECH)	54.90
				6435W · CED, CONF & TRAVEL (WIRES)	54.90
TOTAL					<u>549.00</u>
<b>Bill Pmt -Check</b>	<b>48251</b>	<b>03/05/2012</b>	<b>AT&amp;T</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	*21012	03/05/2012		6431D · TELECOMMUNICATIONS	37.05
TOTAL					<u>37.05</u>
<b>Bill Pmt -Check</b>	<b>48252</b>	<b>03/07/2012</b>	<b>Home Depot Credit Services</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	*022012	03/07/2012		6451G · CUSTODIAL SUPPLIES	257.63
				6430G · OFFICE AND LIBRARY SUPPLIES	34.97
				7203W · EQUIPMENT WIRE	11.14
TOTAL					<u>303.74</u>
<b>Bill Pmt -Check</b>	<b>48253</b>	<b>03/08/2012</b>	<b>Petty Cash</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	*PC 030812	03/08/2012		6433G · POSTAGE	6.43
				6437C · PROGRAMS (C&P)	143.00
				6429C · REALIA (C&P)	57.95
				6437C · PROGRAMS (C&P)	35.28
TOTAL					<u>242.66</u>
<b>Bill Pmt -Check</b>	<b>48254</b>	<b>03/15/2012</b>	<b>Postmaster</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Prepay Payables Warrant #1**

**March 26, 2012**

Type	Num	Date	Name	Account	Paid Amount
Bill	*NL 42012	03/15/2012		6433G · POSTAGE	3,030.31
TOTAL					<u>3,030.31</u>
<b>Bill Pmt -Check</b>	<b>48255</b>	<b>03/19/2012</b>	<b>Amazon.com</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	*021012	03/16/2012		6410A · BOOKS (ADULT)	1,386.93
				6410C · BOOKS (C&P)	885.73
				6410L · BOOKS (LIT)	135.20
				6410N · BOOKS (TEEN)	629.06
				6411A · MICRO/REF CD (ADULT)	62.66
				6412A · RECORDINGS (ADULT)	40.91
				6412L · RECORDINGS (LIT)	90.00
				6417A · VIDEOS (ADULT)	1,414.66
				6417C · VIDEOS (C&P)	314.27
				6417N · VIDEOS (TEEN)	631.75
				6429C · REALIA (C&P)	556.75
TOTAL					<u>6,147.92</u>
<b>Bill Pmt -Check</b>	<b>48256</b>	<b>03/19/2012</b>	<b>LIPA</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	*03092012	03/16/2012		6450E · ELECTRICITY	7,861.52
TOTAL					<u>7,861.52</u>
<b>Bill Pmt -Check</b>	<b>48257</b>	<b>03/19/2012</b>	<b>National Grid</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	*03092012	03/16/2012		6450F · FUEL/GAS	891.39
TOTAL					<u>891.39</u>

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**  
**Prepay Payables Warrant #1**  
**March 26, 2012**

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	48258	03/19/2012	Sam's Club	L0225 · EMPIRE NAT'L - OPERATING	
Bill	*03082012	03/16/2012		6437L · PROGRAMS (LIT)	242.28
				6437N · PROGRAMS (TEEN)	166.91
				6437A · PROGRAMS (ADULT)	260.10
				6430G · OFFICE AND LIBRARY SUPPLIES	17.96
				6451G · CUSTODIAL SUPPLIES	392.63
TOTAL					<u>1,079.88</u>
Bill Pmt -Check	48259	03/19/2012	Verizon	L0225 · EMPIRE NAT'L - OPERATING	
Bill	*030712	03/16/2012		6431D · TELECOMMUNICATIONS	86.91
TOTAL					<u>86.91</u>
<b>GRAND TOTAL:</b>					<b><u><u>\$ 30,780.11</u></u></b>

I herby 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**

**March 26, 2012**

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>48262</b>	<b>03/26/2012</b>	<b>A.R. Kropp Co. &amp; Sons</b>	<b>L0225 - EMPIRE NAT'L - OPERATING</b>	
Bill	4411	03/15/2012		6430G · OFFICE AND LIBRARY SUPPLIES	<u>-696.00</u>
TOTAL					-696.00
<b>Bill Pmt -Check</b>	<b>48263</b>	<b>03/26/2012</b>	<b>All Island Janitorial Supply, Inc</b>	<b>L0225 - EMPIRE NAT'L - OPERATING</b>	
Bill	679632	03/19/2012		6451G · CUSTODIAL SUPPLIES	<u>-532.02</u>
TOTAL					-532.02
<b>Bill Pmt -Check</b>	<b>48264</b>	<b>03/26/2012</b>	<b>American Library Association</b>	<b>L0225 - EMPIRE NAT'L - OPERATING</b>	
Bill	25029363	03/15/2012		6410C · BOOKS (C&P)	<u>-20.00</u>
TOTAL					-20.00
<b>Bill Pmt -Check</b>	<b>48265</b>	<b>03/26/2012</b>	<b>Andresen, Alana</b>	<b>L0225 - EMPIRE NAT'L - OPERATING</b>	
Bill	2/8,14,21/12	03/15/2012		6437C · PROGRAMS (C&P)	-200.00
Bill	2/8,14,21/2012	03/15/2012		6437C · PROGRAMS (C&P)	-200.00
Bill	2/2,9,16/2012	03/15/2012		6437C · PROGRAMS (C&P)	<u>-400.00</u>
TOTAL					-800.00
<b>Bill Pmt -Check</b>	<b>48266</b>	<b>03/26/2012</b>	<b>Baker &amp; Taylor</b>	<b>L0225 - EMPIRE NAT'L - OPERATING</b>	
Bill	3017731924	03/15/2012		6410A · BOOKS (ADULT)	-110.98
Bill	3017726103	03/15/2012		6410A · BOOKS (ADULT)	-26.94
Bill	3017731968	03/15/2012		6410A · BOOKS (ADULT)	-382.76

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**March 26, 2012**

Type	Num	Date	Name	Account	Paid Amount
Bill	3017742007	03/15/2012		6410A · BOOKS (ADULT)	-616.00
Bill	3017750226	03/15/2012		6410A · BOOKS (ADULT)	-97.03
Bill	3017713813	03/15/2012		6410A · BOOKS (ADULT)	-15.03
Bill	3017694717	03/15/2012		6410A · BOOKS (ADULT)	-54.10
Bill	3017700942	03/15/2012		6410A · BOOKS (ADULT)	-30.70
Bill	3017710726	03/15/2012		6410A · BOOKS (ADULT)	-228.72
Bill	3017712196	03/15/2012		6410A · BOOKS (ADULT)	-70.12
Bill	3017703350	03/15/2012		6410A · BOOKS (ADULT)	-1,260.55
Bill	3017707213	03/15/2012		6410A · BOOKS (ADULT)	-294.88
Bill	3017734489	03/15/2012		6410A · BOOKS (ADULT)	-338.23
Bill	3017743263	03/15/2012		6410A · BOOKS (ADULT)	-132.21
Bill	3017732966	03/15/2012		6410A · BOOKS (ADULT)	-46.88
Bill	3017738062	03/15/2012		6410A · BOOKS (ADULT)	-59.99
Bill	3017734046	03/15/2012		6410A · BOOKS (ADULT)	-34.36
Bill	3017725421	03/15/2012		6410A · BOOKS (ADULT)	-57.34
Bill	3017727441	03/15/2012		6410A · BOOKS (ADULT)	-115.73
Bill	3017725379	03/15/2012		6410A · BOOKS (ADULT)	-341.62
Bill	3017730369	03/15/2012		6410A · BOOKS (ADULT)	-54.43
Bill	3017716432	03/15/2012		6410A · BOOKS (ADULT)	-259.78
Bill	3017723055	03/15/2012		6410A · BOOKS (ADULT)	-172.56
Bill	3017723092	03/15/2012		6410A · BOOKS (ADULT)	-311.05
Bill	3017714511	03/15/2012		6410A · BOOKS (ADULT)	-409.13
Bill	3017746934	03/15/2012		6410C · BOOKS (C&P)	-32.89
Bill	3017753964	03/15/2012		6410C · BOOKS (C&P)	-31.88
Bill	3017731687	03/15/2012		6410C · BOOKS (C&P)	-88.44
Bill	3017747938	03/15/2012		6410C · BOOKS (C&P)	-19.12
Bill	3017746450	03/15/2012		6410C · BOOKS (C&P)	-32.05
Bill	3017736652	03/15/2012		6410C · BOOKS (C&P)	-12.42
Bill	3017719017	03/15/2012		6410C · BOOKS (C&P)	-74.15
Bill	3017738930	03/15/2012		6410C · BOOKS (C&P)	-113.96
Bill	3017734202	03/15/2012		6410C · BOOKS (C&P)	-816.61
Bill	3017715919	03/15/2012		6410C · BOOKS (C&P)	-69.90

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**March 26, 2012**

Type	Num	Date	Name	Account	Paid Amount
Bill	3017703031	03/15/2012		6410C · BOOKS (C&P)	-372.56
Bill	3017707863	03/15/2012		6410C · BOOKS (C&P)	-144.20
Bill	3017710070	03/15/2012		6410C · BOOKS (C&P)	-12.51
Bill	3017719256	03/15/2012		6410C · BOOKS (C&P)	-107.94
Bill	3017730636	03/15/2012		6410C · BOOKS (C&P)	-42.58
Bill	3017728147	03/15/2012		6410C · BOOKS (C&P)	-82.22
Bill	3017726300	03/15/2012		6410C · BOOKS (C&P)	-141.32
Bill	3017683234	03/15/2012		6410C · BOOKS (C&P)	-126.35
Bill	3017698573	03/15/2012		6410C · BOOKS (C&P)	-41.47
Bill	3017708040	03/15/2012		6410C · BOOKS (C&P)	-111.40
Bill	3017695577	03/15/2012		6410C · BOOKS (C&P)	-21.61
Bill	3017723145	03/15/2012		6410C · BOOKS (C&P)	-61.66
Bill	3017719570	03/15/2012		6410A · BOOKS (ADULT)	-173.40
Bill	3017754427	03/16/2012		6410A · BOOKS (ADULT)	-305.61
Bill	3017750107	03/16/2012		6410A · BOOKS (ADULT)	-347.66
Bill	3017759123	03/16/2012		6410A · BOOKS (ADULT)	-300.31
Bill	3017754529	03/16/2012		6410A · BOOKS (ADULT)	-16.76
Bill	3017751502	03/16/2012		6410C · BOOKS (C&P)	-544.90
Bill	3017754684	03/16/2012		6410C · BOOKS (C&P)	-72.68
Bill	3017717907	03/16/2012		6410N · BOOKS (TEEN)	-12.43
Bill	30177325421	03/16/2012		6410N · BOOKS (TEEN)	-129.34
Bill	3017739785	03/16/2012		6410N · BOOKS (TEEN)	-53.88
Bill	3017703390	03/16/2012		6410N · BOOKS (TEEN)	-1,158.14
Bill	3017735601	03/16/2012		6410N · BOOKS (TEEN)	-392.07
Bill	3017704500	03/16/2012		6410N · BOOKS (TEEN)	-42.25
Bill	3017708819	03/16/2012		6410N · BOOKS (TEEN)	-10.90
Bill	3017723633	03/16/2012		6410N · BOOKS (TEEN)	-11.10
Bill	3017729942	03/16/2012		6410N · BOOKS (TEEN)	-267.33
Bill	3017725929	03/16/2012		6410N · BOOKS (TEEN)	-8.19
Bill	3017719384	03/16/2012		6410N · BOOKS (TEEN)	-94.05
Bill	3017758795	03/16/2012		6410N · BOOKS (TEEN)	-10.28
Bill	3017753017	03/16/2012		6412N · RECORDINGS (TEEN)	-177.60

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**March 26, 2012**

Type	Num	Date	Name	Account	Paid Amount
Bill	3017757748	03/16/2012		6410A · BOOKS (ADULT)	-135.68
Bill	3017763275	03/16/2012		6410A · BOOKS (ADULT)	-172.50
Bill	3017769776	03/16/2012		6410A · BOOKS (ADULT)	-84.76
Bill	3017776046	03/19/2012		6410C · BOOKS (C&P)	-136.50
Bill	3017767019	03/20/2012		6410N · BOOKS (TEEN)	-85.44
Bill	3017757546	03/20/2012		6410N · BOOKS (TEEN)	-165.87
Bill	3017750203	03/20/2012		6410N · BOOKS (TEEN)	-23.57
TOTAL					<u>-13,011.56</u>

**Bill Pmt -Check 48267 03/26/2012 Baker & Taylor Entertainment L0225 · EMPIRE NAT'L - OPERATING**

Bill	V74477100	03/15/2012		6412A · RECORDINGS (ADULT)	-12.73
Bill	V73569090	03/15/2012		6412A · RECORDINGS (ADULT)	-8.49
Bill	V73708270	03/15/2012		6417A · VIDEOS (ADULT)	-21.44
Bill	V73938680	03/15/2012		6417C · VIDEOS (C&P)	-28.58
Bill	V74922220	03/15/2012		6417C · VIDEOS (C&P)	-42.88
Bill	V2701210	03/16/2012		6412N · RECORDINGS (TEEN)	-23.76
Bill	V71513870	03/16/2012		6412N · RECORDINGS (TEEN)	-24.61
Bill	V71928810	03/16/2012		6412N · RECORDINGS (TEEN)	-11.98
				6417N · VIDEOS (TEEN)	-35.71
Bill	V72471920	03/16/2012		6417N · VIDEOS (TEEN)	-28.59
Bill	V73386220	03/16/2012		6417N · VIDEOS (TEEN)	-17.86
Bill	V73919330	03/16/2012		6417N · VIDEOS (TEEN)	-21.44
Bill	V73991260	03/16/2012		6417N · VIDEOS (TEEN)	-78.61
Bill	V74630600	03/16/2012		6417N · VIDEOS (TEEN)	-21.44
Bill	V74308030	03/16/2012		6417N · VIDEOS (TEEN)	-21.44
Bill	V75134720	03/16/2012		6412A · RECORDINGS (ADULT)	-22.07
Bill	V75326580	03/16/2012		6417A · VIDEOS (ADULT)	-68.60
TOTAL					<u>-490.23</u>

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Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>48268</b>	<b>03/26/2012</b>	<b>Baking Coach, Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	382012	03/16/2012		6437A · PROGRAMS (ADULT)	-500.00
Bill	3132012	03/20/2012		6437A · PROGRAMS (ADULT)	-500.00
TOTAL					<u>-1,000.00</u>
<b>Bill Pmt -Check</b>	<b>48269</b>	<b>03/26/2012</b>	<b>Benter, Doris</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	312012	03/15/2012		6437C · PROGRAMS (C&P)	-225.00
Bill	2292012	03/15/2012		6437C · PROGRAMS (C&P)	-450.00
TOTAL					<u>-675.00</u>
<b>Bill Pmt -Check</b>	<b>48270</b>	<b>03/26/2012</b>	<b>Bertos, Kathi</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	3/1,8,13/12	03/16/2012		6437L · PROGRAMS (LIT)	-150.00
TOTAL					<u>-150.00</u>
<b>Bill Pmt -Check</b>	<b>48271</b>	<b>03/26/2012</b>	<b>Bleidner, Gloria</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	2132012	03/15/2012		6437A · PROGRAMS (ADULT)	-75.00
Bill	3122012	03/20/2012		6437A · PROGRAMS (ADULT)	-75.00
TOTAL					<u>-150.00</u>
<b>Bill Pmt -Check</b>	<b>48272</b>	<b>03/26/2012</b>	<b>Boopsie, Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	23155	02/29/2012		6419G · SOFTWARE (GEN)	-1,995.00
TOTAL					<u>-1,995.00</u>



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Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>48273</b>	<b>03/26/2012</b>	<b>Braccia, Annemarie</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	831243	03/15/2012		6412A · RECORDINGS (ADULT)	-15.99
TOTAL					<u>-15.99</u>
<b>Bill Pmt -Check</b>	<b>48274</b>	<b>03/26/2012</b>	<b>Brodart Co.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	233602	03/15/2012		6430G · OFFICE AND LIBRARY SUPPLIES	-262.39
TOTAL					<u>-262.39</u>
<b>Bill Pmt -Check</b>	<b>48275</b>	<b>03/26/2012</b>	<b>Brookhaven Locksmiths, Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	159205	03/20/2012		6452G · BLDG ALTERATION AND MAINT	-414.80
TOTAL					<u>-414.80</u>
<b>Bill Pmt -Check</b>	<b>48276</b>	<b>03/26/2012</b>	<b>BWI</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	269410D	03/16/2012		6410N · BOOKS (TEEN)	-13.18
Bill	269592D	03/16/2012		6410N · BOOKS (TEEN)	-212.64
Bill	275361D	03/20/2012		6410N · BOOKS (TEEN)	-115.55
TOTAL					<u>-341.37</u>
<b>Bill Pmt -Check</b>	<b>48277</b>	<b>03/26/2012</b>	<b>Cablevision</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	031612-041512	03/16/2012		6431D · TELECOMMUNICATIONS	-589.05
				6439A · EQUIPMENT R & M (ADULT)	-4.15

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Type	Num	Date	Name	Account	Paid Amount
				6439N · EQUIPMENT R & M (TEEN)	-4.15
TOTAL					<u>-597.35</u>
<b>Bill Pmt -Check</b>	<b>48278</b>	<b>03/26/2012</b>	<b>Carco Group, Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	00755246	02/29/2012		6437P16 · STAFF BACKGROUND SCREEN	-113.61
TOTAL					<u>-113.61</u>
<b>Bill Pmt -Check</b>	<b>48279</b>	<b>03/26/2012</b>	<b>Carter, Kathleen</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	2282012	03/15/2012		6437A · PROGRAMS (ADULT)	-200.00
TOTAL					<u>-200.00</u>
<b>Bill Pmt -Check</b>	<b>48280</b>	<b>03/26/2012</b>	<b>CDW Government, Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	F772429	03/19/2012		6430G · OFFICE AND LIBRARY SUPPLIES	-1,562.25
Bill	F637718	03/19/2012		6430G · OFFICE AND LIBRARY SUPPLIES	-751.40
Bill	H095669	03/19/2012		6430G · OFFICE AND LIBRARY SUPPLIES	-729.05
Bill	H070697	03/19/2012		6430G · OFFICE AND LIBRARY SUPPLIES	-1,375.78
Bill	F206901	03/19/2012		6430G · OFFICE AND LIBRARY SUPPLIES	-191.11
Bill	F318620	03/19/2012		6430G · OFFICE AND LIBRARY SUPPLIES	-113.76
Bill	G467397	03/19/2012		7203W · EQUIPMENT WIRE	-209.77
Bill	F882345	03/19/2012		7203W · EQUIPMENT WIRE	-84.81
Bill	D394938	03/19/2012		7203W · EQUIPMENT WIRE	-374.40
TOTAL					<u>-5,392.33</u>
<b>Bill Pmt -Check</b>	<b>48281</b>	<b>03/26/2012</b>	<b>Center Point Large Print</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	

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Type	Num	Date	Name	Account	Paid Amount
Bill	997540	03/16/2012		6410A · BOOKS (ADULT)	-383.12
TOTAL					<u>-383.12</u>
<b>Bill Pmt -Check</b>	<b>48282</b>	<b>03/26/2012</b>	<b>Chargers Printable Sportswear</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	3860	02/21/2012		6434G · PRINTING (GEN)	-272.00
TOTAL					<u>-272.00</u>
<b>Bill Pmt -Check</b>	<b>48283</b>	<b>03/26/2012</b>	<b>Colonial Youth &amp; Family Services</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	2/21,28/2012	03/16/2012		6437A · PROGRAMS (ADULT)	-90.00
				6437C · PROGRAMS (C&P)	-90.00
TOTAL					<u>-180.00</u>
<b>Bill Pmt -Check</b>	<b>48284</b>	<b>03/26/2012</b>	<b>Cornell Cooperative Extension</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	2252012	03/15/2012		6437C · PROGRAMS (C&P)	-150.00
Bill	382012	03/16/2012		6437C · PROGRAMS (C&P)	-120.00
TOTAL					<u>-270.00</u>
<b>Bill Pmt -Check</b>	<b>48285</b>	<b>03/26/2012</b>	<b>Corrigan, Jacqueline</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	2/16/12 3/1,8,15/12	03/16/2012		6437L · PROGRAMS (LIT)	-240.00
TOTAL					<u>-240.00</u>
<b>Bill Pmt -Check</b>	<b>48286</b>	<b>03/26/2012</b>	<b>Currao-McAleavey, Carmella</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	

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	<b>Type</b>	<b>Num</b>	<b>Date</b>	<b>Name</b>	<b>Account</b>	<b>Paid Amount</b>
	Bill	332012	03/16/2012		6437N · PROGRAMS (TEEN)	-45.00
TOTAL						<u>-45.00</u>
	<b>Bill Pmt -Check</b>	<b>48287</b>	<b>03/26/2012</b>	<b>Daddino, Joelle</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
	Bill	2/8,15,22/2012	03/15/2012		6437C · PROGRAMS (C&P)	-450.00
	Bill	2/8,15,22/2012-2	03/15/2012		6437C · PROGRAMS (C&P)	-450.00
TOTAL						<u>-900.00</u>
	<b>Bill Pmt -Check</b>	<b>48288</b>	<b>03/26/2012</b>	<b>Davis, Lindsay</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
	Bill	2/13,15,25,27,29/12	03/16/2012		6437L · PROGRAMS (LIT)	-300.00
					6437L · PROGRAMS (LIT)	-400.00
TOTAL						<u>-700.00</u>
	<b>Bill Pmt -Check</b>	<b>48289</b>	<b>03/26/2012</b>	<b>Delta Education</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
	Bill	202500856315	03/19/2012		6410C · BOOKS (C&P)	-87.80
TOTAL						<u>-87.80</u>
	<b>Bill Pmt -Check</b>	<b>48290</b>	<b>03/26/2012</b>	<b>Demco, Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
	Bill	4510310	03/15/2012		6430G · OFFICE AND LIBRARY SUPPLIES	-65.49
TOTAL						<u>-65.49</u>
	<b>Bill Pmt -Check</b>	<b>48291</b>	<b>03/26/2012</b>	<b>Detail Carting Co. Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	

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Type	Num	Date	Name	Account	Paid Amount
Bill	274289	03/01/2012		6432G · CARTAGE	-590.00
TOTAL					<u>-590.00</u>
<b>Bill Pmt -Check</b>	<b>48292</b>	<b>03/26/2012</b>	<b>Discount School Supply</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	W14288980101	03/15/2012		6429C · REALIA (C&P)	-452.79
Bill	P27609420001	03/15/2012		6430G · OFFICE AND LIBRARY SUPPLIES	-53.63
TOTAL					<u>-506.42</u>
<b>Bill Pmt -Check</b>	<b>48293</b>	<b>03/26/2012</b>	<b>DJJ Technologies</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	2030351	03/19/2012		6439W · EQUIPMENT R & M (WIRES)	-378.81
TOTAL					<u>-378.81</u>
<b>Bill Pmt -Check</b>	<b>48294</b>	<b>03/26/2012</b>	<b>Donovan, Elizabeth</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	Mileage 3132012	03/16/2012		6435L · CED, CONF & TRAVEL (LIT)	-7.94
Bill	3162012	03/20/2012		6430G · OFFICE AND LIBRARY SUPPLIES	-19.99
TOTAL					<u>-27.93</u>
<b>Bill Pmt -Check</b>	<b>48295</b>	<b>03/26/2012</b>	<b>Eastern Environmental Solutions, Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	12/253	02/23/2012		6452G · BLDG ALTERATION AND MAINT	-660.00
TOTAL					<u>-660.00</u>
<b>Bill Pmt -Check</b>	<b>48296</b>	<b>03/26/2012</b>	<b>Electronic Alarm Systems</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	

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	<b>Type</b>	<b>Num</b>	<b>Date</b>	<b>Name</b>	<b>Account</b>	<b>Paid Amount</b>
	Bill	P7149	01/31/2012		6452G · BLDG ALTERATION AND MAINT	-242.50
TOTAL						<u>-242.50</u>
	<b>Bill Pmt -Check</b>	<b>48297</b>	<b>03/26/2012</b>	<b>Emerald Island</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
	Bill	246805	03/15/2012		6451G · CUSTODIAL SUPPLIES	-219.95
TOTAL						<u>-219.95</u>
	<b>Bill Pmt -Check</b>	<b>48298</b>	<b>03/26/2012</b>	<b>EnvisionWare Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
	Bill	INV-US-9570	03/19/2012		6417A · VIDEOS (ADULT)	-1,267.50
					6417C · VIDEOS (C&P)	-682.50
TOTAL						<u>-1,950.00</u>
	<b>Bill Pmt -Check</b>	<b>48299</b>	<b>03/26/2012</b>	<b>Filterfresh</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
	Bill	620031	03/01/2012		6430G · OFFICE AND LIBRARY SUPPLIES	-249.00
TOTAL						<u>-249.00</u>
	<b>Bill Pmt -Check</b>	<b>48300</b>	<b>03/26/2012</b>	<b>Flower Barn/IGHL Greenhouses</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
	Bill	B0001592	02/29/2012		643760 · PLANTINGS	-191.53
TOTAL						<u>-191.53</u>
	<b>Bill Pmt -Check</b>	<b>48301</b>	<b>03/26/2012</b>	<b>FourImprint</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
	Bill	2347697	03/15/2012		6437C · PROGRAMS (C&P)	-1,608.95

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Type	Num	Date	Name	Account	Paid Amount
TOTAL					-1,608.95
<b>Bill Pmt -Check</b>	<b>48302</b>	<b>03/26/2012</b>	<b>Galvez, Viodelda</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	2/13,15,27,29/12	03/16/2012		6437L · PROGRAMS (LIT)	<u>-400.00</u>
TOTAL					-400.00
<b>Bill Pmt -Check</b>	<b>48303</b>	<b>03/26/2012</b>	<b>Garda CL Atlantic, Inc</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	179-202212	03/01/2012		6437P13 · ARMORED CAR SERVICE	<u>-171.59</u>
TOTAL					-171.59
<b>Bill Pmt -Check</b>	<b>48304</b>	<b>03/26/2012</b>	<b>Glueck, Charles M.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	2/25/12 3/3,10/12	03/16/2012		6437L · PROGRAMS (LIT)	<u>-337.50</u>
TOTAL					-337.50
<b>Bill Pmt -Check</b>	<b>48305</b>	<b>03/26/2012</b>	<b>Graveyard Ghost Hunters of America</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	3152012	03/20/2012		6437A · PROGRAMS (ADULT)	<u>-300.00</u>
TOTAL					-300.00
<b>Bill Pmt -Check</b>	<b>48306</b>	<b>03/26/2012</b>	<b>Grins &amp; Grins, Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	2242012	03/15/2012		6437C · PROGRAMS (C&P)	<u>-600.00</u>
TOTAL					-600.00

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Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>48307</b>	<b>03/26/2012</b>	<b>Hernandez, Loreta Zuniga</b>	<b>L0225 - EMPIRE NAT'L - OPERATING</b>	
Bill	2/14,16,28 3/1,6,8	03/16/2012		6437L - PROGRAMS (LIT)	-300.00
TOTAL					<u>-300.00</u>
<b>Bill Pmt -Check</b>	<b>48308</b>	<b>03/26/2012</b>	<b>House of Carpets Inc.</b>	<b>L0225 - EMPIRE NAT'L - OPERATING</b>	
Bill	CG202406	02/21/2012		7203C - EQUIPMENT C & P	-319.88
Bill	CG202416	02/21/2012		7203C - EQUIPMENT C & P	-319.88
TOTAL					<u>-639.76</u>
<b>Bill Pmt -Check</b>	<b>48309</b>	<b>03/26/2012</b>	<b>Hylands' Printing</b>	<b>L0225 - EMPIRE NAT'L - OPERATING</b>	
Bill	102654	03/15/2012		6434A - PRINTING (ADULT)	-227.45
TOTAL					<u>-227.45</u>
<b>Bill Pmt -Check</b>	<b>48310</b>	<b>03/26/2012</b>	<b>Island Elevator Services</b>	<b>L0225 - EMPIRE NAT'L - OPERATING</b>	
Bill	12734	03/01/2012		6452G - BLDG ALTERATION AND MAINT	-350.00
TOTAL					<u>-350.00</u>
<b>Bill Pmt -Check</b>	<b>48311</b>	<b>03/26/2012</b>	<b>Island School &amp; Art Supply</b>	<b>L0225 - EMPIRE NAT'L - OPERATING</b>	
Bill	413102	03/15/2012		6430G - OFFICE AND LIBRARY SUPPLIES	-156.65
Bill	413094	03/15/2012		6437N - PROGRAMS (TEEN)	-52.63
TOTAL					<u>-209.28</u>



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Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>48312</b>	<b>03/26/2012</b>	<b>Janowitz, Laurie</b>	<b>L0225 - EMPIRE NAT'L - OPERATING</b>	
Bill	2162012	03/15/2012		6437A · PROGRAMS (ADULT)	<u>-270.00</u>
TOTAL					-270.00
<b>Bill Pmt -Check</b>	<b>48313</b>	<b>03/26/2012</b>	<b>Just Kids Diagnostic &amp; Treatment Center</b>	<b>L0225 - EMPIRE NAT'L - OPERATING</b>	
Bill	3152012	03/16/2012		6437C · PROGRAMS (C&P)	<u>-50.00</u>
TOTAL					-50.00
<b>Bill Pmt -Check</b>	<b>48314</b>	<b>03/26/2012</b>	<b>Kapdi, Naseem</b>	<b>L0225 - EMPIRE NAT'L - OPERATING</b>	
Bill	2/13,14,15,16,17,27	03/16/2012		6437L · PROGRAMS (LIT)	<u>-712.93</u>
TOTAL					-712.93
<b>Bill Pmt -Check</b>	<b>48315</b>	<b>03/26/2012</b>	<b>KC Services</b>	<b>L0225 - EMPIRE NAT'L - OPERATING</b>	
Bill	2/9,16/2012	03/15/2012		6437C · PROGRAMS (C&P)	<u>-360.00</u>
TOTAL					-360.00
<b>Bill Pmt -Check</b>	<b>48316</b>	<b>03/26/2012</b>	<b>Kids Edible Creations</b>	<b>L0225 - EMPIRE NAT'L - OPERATING</b>	
Bill	2142012	03/15/2012		6437N · PROGRAMS (TEEN)	<u>-220.00</u>
TOTAL					-220.00

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Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>48317</b>	<b>03/26/2012</b>	<b>King Kullen</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	120461397461	02/15/2012		6430G · OFFICE AND LIBRARY SUPPLIES	-14.45
Bill	120461261721	02/15/2012		6437L · PROGRAMS (LIT)	-46.02
Bill	120470505201	02/16/2012		6437N · PROGRAMS (TEEN)	-12.78
Bill	120501305521	02/19/2012		6413A · PERIODICALS (ADULT)	-13.75
Bill	120520517781	02/21/2012		6430G · OFFICE AND LIBRARY SUPPLIES	-8.07
Bill	120521308601	02/21/2012		6437N · PROGRAMS (TEEN)	-8.99
Bill	120530521381	02/21/2012		6437N · PROGRAMS (TEEN)	-48.10
Bill	120591318811	02/28/2012		6437A · PROGRAMS (ADULT)	-14.87
Bill	120601282531	02/29/2012		6430G · OFFICE AND LIBRARY SUPPLIES	-20.63
Bill	120631325681	03/20/2012		6413A · PERIODICALS (ADULT)	-6.50
Bill	120671332021	03/20/2012		6430G · OFFICE AND LIBRARY SUPPLIES	-20.63
Bill	120660546831	03/20/2012		6430G · OFFICE AND LIBRARY SUPPLIES	-7.87
Bill	120721340501	03/20/2012		6430G · OFFICE AND LIBRARY SUPPLIES	-17.96
Bill	120650544361	03/20/2012		6430G · OFFICE AND LIBRARY SUPPLIES	-8.07
Bill	120741203971	03/20/2012		6430G · OFFICE AND LIBRARY SUPPLIES	-23.32
Bill	120790578301	03/20/2012		6430G · OFFICE AND LIBRARY SUPPLIES	-12.86
Bill	120751345631	03/20/2012		6437A · PROGRAMS (ADULT)	-21.55
Bill	120671293591	03/20/2012		6437C · PROGRAMS (C&P)	-3.49
Bill	120721341451	03/20/2012		6437C · PROGRAMS (C&P)	-16.77
Bill	120660306871	03/20/2012		6437N · PROGRAMS (TEEN)	-48.67
Bill	120680308031	03/20/2012		6437N · PROGRAMS (TEEN)	-52.66
Bill	120630541771	03/20/2012		6437N · PROGRAMS (TEEN)	-14.54
Bill	120731342751	03/20/2012		6437N · PROGRAMS (TEEN)	-12.72
<b>TOTAL</b>					<b>-455.27</b>
<b>Bill Pmt -Check</b>	<b>48318</b>	<b>03/26/2012</b>	<b>Klein, Carol</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	2/15,22,29/2012	03/15/2012		6437A · PROGRAMS (ADULT)	-240.00
<b>TOTAL</b>					<b>-240.00</b>

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**March 26, 2012**

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>48319</b>	<b>03/26/2012</b>	<b>Lakeshore Learning Materials</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	4422820212	03/15/2012		6429C · REALIA (C&P)	-274.85
Bill	4843171312	03/19/2012		6429C · REALIA (C&P)	-120.35
TOTAL					<u>-395.20</u>
<b>Bill Pmt -Check</b>	<b>48320</b>	<b>03/26/2012</b>	<b>Lazio, Emily E.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	Mileage 2010-2012	03/15/2012		6435C · CED, CONF & TRAVEL (C&P)	-24.70
Bill	Mileage 12/10-2/12	03/15/2012		6435C · CED, CONF & TRAVEL (C&P)	-19.66
Bill	Mileage 2/11-2/12	03/15/2012		6435C · CED, CONF & TRAVEL (C&P)	-20.42
TOTAL					<u>-64.78</u>
<b>Bill Pmt -Check</b>	<b>48321</b>	<b>03/26/2012</b>	<b>Library Ideas LLC</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	26401	03/02/2012		6412A · RECORDINGS (ADULT)	-3,200.00
				6412C · RECORDINGS (C&P)	-1,600.00
				6412N · RECORDINGS (TEEN)	-3,200.00
TOTAL					<u>-8,000.00</u>
<b>Bill Pmt -Check</b>	<b>48322</b>	<b>03/26/2012</b>	<b>LibraryInsight, Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	3678	03/20/2012		6411A · MICRO/REF CD (ADULT)	-233.00
				6411C · MICRO/REF CD (C&P)	-231.00
				6411N · MICRO/REF CD (TEEN)	-231.00
TOTAL					<u>-695.00</u>

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**March 26, 2012**

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>48323</b>	<b>03/26/2012</b>	<b>Long Island Advance-Legal Adv</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	36389	02/02/2012		6434G · PRINTING (GEN)	-35.95
Bill	36469	02/23/2012		6434G · PRINTING (GEN)	-21.63
TOTAL					<u>-57.58</u>
<b>Bill Pmt -Check</b>	<b>48324</b>	<b>03/26/2012</b>	<b>Long Island Aquarium Service LLC</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	15560	02/15/2012		6452G · BLDG ALTERATION AND MAINT	-209.99
TOTAL					<u>-209.99</u>
<b>Bill Pmt -Check</b>	<b>48325</b>	<b>03/26/2012</b>	<b>Lunghi-Mesropian, Nicole</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	2/13,27,29/12	03/16/2012		6437L · PROGRAMS (LIT)	-350.00
TOTAL					<u>-350.00</u>
<b>Bill Pmt -Check</b>	<b>48326</b>	<b>03/26/2012</b>	<b>Maiorana, Joseph</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	REIMB-DEC2011	03/01/2012		6435D · CED, CONF & TRAVEL (ADM)	-67.98
TOTAL					<u>-67.98</u>
<b>Bill Pmt -Check</b>	<b>48327</b>	<b>03/26/2012</b>	<b>Midwest Tape</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	2758152	03/15/2012		6412A · RECORDINGS (ADULT)	-79.97
Bill	2762098	03/15/2012		6412A · RECORDINGS (ADULT)	-157.66
Bill	2762099	03/15/2012		6412A · RECORDINGS (ADULT)	-151.96

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**March 26, 2012**

Type	Num	Date	Name	Account	Paid Amount
Bill	2764588	03/15/2012		6412A · RECORDINGS (ADULT)	-75.69
Bill	2764589	03/15/2012		6412A · RECORDINGS (ADULT)	-39.99
Bill	2751233	03/15/2012		6412A · RECORDINGS (ADULT)	-120.21
Bill	2751234	03/15/2012		6412A · RECORDINGS (ADULT)	-295.92
Bill	2758151	03/15/2012		6412A · RECORDINGS (ADULT)	-71.20
Bill	2751655	03/15/2012		6412C · RECORDINGS (C&P)	-4.49
Bill	2757795	03/15/2012		6412C · RECORDINGS (C&P)	-11.24
Bill	2749347	03/15/2012		6412C · RECORDINGS (C&P)	-553.82
Bill	2764422	03/15/2012		6412C · RECORDINGS (C&P)	-56.96
Bill	2755181	03/15/2012		6417A · VIDEOS (ADULT)	-1,269.43
Bill	6586331	03/15/2012		6417A · VIDEOS (ADULT)	-1,937.28
Bill	6577038	03/15/2012		6417A · VIDEOS (ADULT)	-612.25
Bill	6574305	03/15/2012		6417A · VIDEOS (ADULT)	-669.33
Bill	6580369	03/15/2012		6417A · VIDEOS (ADULT)	-578.16
Bill	6582363	03/15/2012		6417A · VIDEOS (ADULT)	-98.67
Bill	2750929	03/15/2012		6417A · VIDEOS (ADULT)	-400.12
				6417C · VIDEOS (C&P)	-262.37
Bill	2763757	03/15/2012		6417C · VIDEOS (C&P)	-20.98
				6417A · VIDEOS (ADULT)	-188.90
Bill	6593653	03/15/2012		6417C · VIDEOS (C&P)	-195.76
Bill	6590133	03/15/2012		6417C · VIDEOS (C&P)	-1,644.86
Bill	6586332	03/15/2012		6417C · VIDEOS (C&P)	-398.62
Bill	6577039	03/15/2012		6417C · VIDEOS (C&P)	-546.58
Bill	2758084	03/15/2012		6417C · VIDEOS (C&P)	-76.94
Bill	6582364	03/15/2012		6417C · VIDEOS (C&P)	-67.88
Bill	6580040	03/15/2012		6417C · VIDEOS (C&P)	-367.27
Bill	6587378	03/15/2012		6417C · VIDEOS (C&P)	-72.06
Bill	2771058	03/16/2012		6412A · RECORDINGS (ADULT)	-225.95
Bill	2771057	03/16/2012		6412A · RECORDINGS (ADULT)	-29.23
Bill	6594175	03/16/2012		6417A · VIDEOS (ADULT)	-2,309.38
Bill	2761936	03/16/2012		6417A · VIDEOS (ADULT)	-647.70
Bill	2751739	03/16/2012		6412N · RECORDINGS (TEEN)	-111.98

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Type	Num	Date	Name	Account	Paid Amount
Bill	6587377	03/16/2012		6417A · VIDEOS (ADULT)	-282.80
Bill	6591920	03/16/2012		6417A · VIDEOS (ADULT)	-135.85
Bill	6598502	03/16/2012		6417A · VIDEOS (ADULT)	-238.47
Bill	2770234	03/19/2012		6417A · VIDEOS (ADULT)	-104.95
				6417C · VIDEOS (C&P)	-317.86
Bill	6600484	03/19/2012		6417C · VIDEOS (C&P)	-374.10
Bill	6591921	03/19/2012		6417C · VIDEOS (C&P)	-13.04
Bill	2777388	03/20/2012		6412A · RECORDINGS (ADULT)	-29.08
Bill	2777389	03/20/2012		6412A · RECORDINGS (ADULT)	-44.98
Bill	6600483	03/20/2012		6417A · VIDEOS (ADULT)	-2,512.63
TOTAL					<u>-18,404.57</u>
<b>Bill Pmt -Check</b>	<b>48328</b>	<b>03/26/2012</b>	<b>Mininni, Patricia</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	Mileage 1242012	03/15/2012		6435C · CED, CONF & TRAVEL (C&P)	-28.70
TOTAL					<u>-28.70</u>
<b>Bill Pmt -Check</b>	<b>48329</b>	<b>03/26/2012</b>	<b>Muralles, Raquel L.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	2/25/12 3/3,8,10/12	03/16/2012		6437L · PROGRAMS (LIT)	-187.50
				6437L · PROGRAMS (LIT)	-43.75
TOTAL					<u>-231.25</u>
<b>Bill Pmt -Check</b>	<b>48330</b>	<b>03/26/2012</b>	<b>National Learning Corporation</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	0037978	03/15/2012		6410A · BOOKS (ADULT)	-60.31
Bill	0038082	03/20/2012		6410A · BOOKS (ADULT)	-276.95
TOTAL					<u>-337.26</u>

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**March 26, 2012**

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>48331</b>	<b>03/26/2012</b>	<b>Negron, Senia</b>	<b>L0225 - EMPIRE NAT'L - OPERATING</b>	
Bill	2/14,16,25,28/12	03/16/2012		6437L - PROGRAMS (LIT)	-195.00
				6437L - PROGRAMS (LIT)	-208.00
TOTAL					<u>-403.00</u>
<b>Bill Pmt -Check</b>	<b>48332</b>	<b>03/26/2012</b>	<b>O'Brien, Diane</b>	<b>L0225 - EMPIRE NAT'L - OPERATING</b>	
Bill	2/14,16,28/12	03/16/2012		6437L - PROGRAMS (LIT)	-400.00
TOTAL					<u>-400.00</u>
<b>Bill Pmt -Check</b>	<b>48333</b>	<b>03/26/2012</b>	<b>O'Connell, Linda</b>	<b>L0225 - EMPIRE NAT'L - OPERATING</b>	
Bill	1162012	03/15/2012		6437A - PROGRAMS (ADULT)	-475.00
Bill	2212012	03/15/2012		6437A - PROGRAMS (ADULT)	-337.00
Bill	3142012	03/20/2012		6437A - PROGRAMS (ADULT)	-280.00
TOTAL					<u>-1,092.00</u>
<b>Bill Pmt -Check</b>	<b>48334</b>	<b>03/26/2012</b>	<b>Paychex</b>	<b>L0225 - EMPIRE NAT'L - OPERATING</b>	
Bill	8568296	02/15/2012		6437P12 - PAYROLL SERVICES	-561.45
TOTAL					<u>-561.45</u>
<b>Bill Pmt -Check</b>	<b>48335</b>	<b>03/26/2012</b>	<b>Paychex, Inc</b>	<b>L0225 - EMPIRE NAT'L - OPERATING</b>	
Bill	241072	02/15/2012		6437P12 - PAYROLL SERVICES	-376.43

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Type	Num	Date	Name	Account	Paid Amount
Bill	243304	02/29/2012		6437P12 · PAYROLL SERVICES	-372.23
Bill	245432	03/16/2012		6437P12 · PAYROLL SERVICES	-368.25
TOTAL					<u>-1,116.91</u>
<b>Bill Pmt -Check</b>	<b>48336</b>	<b>03/26/2012</b>	<b>Petty Cash</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	PC 32012 RASD	03/19/2012		6437A · PROGRAMS (ADULT)	-23.90
				6435A · CED, CONF & TRAVEL (ADULT)	-9.99
Bill	PC 32012 Teen	03/20/2012		6437N · PROGRAMS (TEEN)	-40.15
TOTAL					<u>-74.04</u>
<b>Bill Pmt -Check</b>	<b>48337</b>	<b>03/26/2012</b>	<b>Poland Spring</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	12B8211383149	02/22/2012		6430G · OFFICE AND LIBRARY SUPPLIES	-217.93
TOTAL					<u>-217.93</u>
<b>Bill Pmt -Check</b>	<b>48338</b>	<b>03/26/2012</b>	<b>Pulse Answering Service Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	040112-060112	03/15/2012		6452G · BLDG ALTERATION AND MAINT	-87.00
TOTAL					<u>-87.00</u>
<b>Bill Pmt -Check</b>	<b>48339</b>	<b>03/26/2012</b>	<b>QBI</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	158988	03/16/2012		6410N · BOOKS (TEEN)	-36.65
TOTAL					<u>-36.65</u>
<b>Bill Pmt -Check</b>	<b>48340</b>	<b>03/26/2012</b>	<b>Quill</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	



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**March 26, 2012**

Type	Num	Date	Name	Account	Paid Amount
Bill	1098068	03/15/2012		6430G · OFFICE AND LIBRARY SUPPLIES	-49.98
Bill	9904644	03/15/2012		6430G · OFFICE AND LIBRARY SUPPLIES	-171.10
TOTAL					<u>-221.08</u>
<b>Bill Pmt -Check</b>	<b>48341</b>	<b>03/26/2012</b>	<b>Random House, Inc</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	1083533373	03/15/2012		6412A · RECORDINGS (ADULT)	-30.00
Bill	1083511073	03/15/2012		6412A · RECORDINGS (ADULT)	-29.99
Bill	1083617143	03/16/2012		6412A · RECORDINGS (ADULT)	-63.75
Bill	1083644309	03/20/2012		6412A · RECORDINGS (ADULT)	-33.75
TOTAL					<u>-157.49</u>
<b>Bill Pmt -Check</b>	<b>48342</b>	<b>03/26/2012</b>	<b>Recorded Books</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	74483754	02/07/2012		6412C · RECORDINGS (C&P)	-297.10
Bill	74487576	02/15/2012		6412A · RECORDINGS (ADULT)	-263.40
Bill	74489067	02/15/2012		6430G · OFFICE AND LIBRARY SUPPLIES	-503.00
Bill	74491006	02/22/2012		6412A · RECORDINGS (ADULT)	-99.00
Bill	74494819	02/23/2012		6412A · RECORDINGS (ADULT)	-164.50
Bill	74493368	02/23/2012		6412A · RECORDINGS (ADULT)	-971.10
Bill	74497896	02/29/2012		6412A · RECORDINGS (ADULT)	-111.37
Bill	74486831	02/29/2012		6417A · VIDEOS (ADULT)	-33.00
Bill	74500257	03/16/2012		6412A · RECORDINGS (ADULT)	-45.00
Bill	74493433	03/16/2012		6412N · RECORDINGS (TEEN)	-309.45
Bill	74483072	03/16/2012		6412N · RECORDINGS (TEEN)	-48.37
Bill	74502671	03/16/2012		6412A · RECORDINGS (ADULT)	-173.20
Bill	74504187	03/16/2012		6412A · RECORDINGS (ADULT)	-73.75
TOTAL					<u>-3,092.24</u>

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**March 26, 2012**

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>48343</b>	<b>03/26/2012</b>	<b>Reilly, Jason</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	332012	03/15/2012		6437C · PROGRAMS (C&P)	-350.00
TOTAL					<u>-350.00</u>
<b>Bill Pmt -Check</b>	<b>48344</b>	<b>03/26/2012</b>	<b>Ricciardi, Michele</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	3/7,14/2012	03/20/2012		6437A · PROGRAMS (ADULT)	-200.00
TOTAL					<u>-200.00</u>
<b>Bill Pmt -Check</b>	<b>48345</b>	<b>03/26/2012</b>	<b>Ross Business Systems</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	003197	02/25/2012		6439R · EQUIPMENT R & M (CIRC)	-98.00
TOTAL					<u>-98.00</u>
<b>Bill Pmt -Check</b>	<b>48346</b>	<b>03/26/2012</b>	<b>Rotary Club of Shirley &amp; the Mastics</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	Dues 1/2012-6/2012	03/16/2012		6438 · DUES	-490.00
TOTAL					<u>-490.00</u>
<b>Bill Pmt -Check</b>	<b>48347</b>	<b>03/26/2012</b>	<b>Roye, Sarah</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	2/15,29/12	03/15/2012		6437A · PROGRAMS (ADULT)	-200.00
Bill	3/7,14/2012	03/20/2012		6437A · PROGRAMS (ADULT)	-200.00
TOTAL					<u>-400.00</u>

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**March 26, 2012**

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>48348</b>	<b>03/26/2012</b>	<b>Sachem Public Library</b>	<b>L0225 - EMPIRE NAT'L - OPERATING</b>	
Bill	Zone 1122012	03/16/2012		6435D · CED, CONF & TRAVEL (ADM)	<u>-23.54</u>
TOTAL					-23.54
<b>Bill Pmt -Check</b>	<b>48349</b>	<b>03/26/2012</b>	<b>Sandpebble Builders Preconstruction Inc.</b>	<b>L0225 - EMPIRE NAT'L - OPERATING</b>	
Bill	13	03/02/2012		7500 · BUILDING IMPROVEMENTS	<u>-4,571.33</u>
TOTAL					-4,571.33
<b>Bill Pmt -Check</b>	<b>48350</b>	<b>03/26/2012</b>	<b>Schel, Lee</b>	<b>L0225 - EMPIRE NAT'L - OPERATING</b>	
Bill	057	03/15/2012		6437P17 · TRANSLATION SERVICES	<u>-30.00</u>
TOTAL					-30.00
<b>Bill Pmt -Check</b>	<b>48351</b>	<b>03/26/2012</b>	<b>SCLS</b>	<b>L0225 - EMPIRE NAT'L - OPERATING</b>	
Bill	48813	01/12/2012		6411A · MICRO/REF CD (ADULT)	-5,000.00
				6411C · MICRO/REF CD (C&P)	-5,000.00
				6411N · MICRO/REF CD (TEEN)	-5,000.00
Bill	49123	02/08/2012		6410A · BOOKS (ADULT)	-23.99
Bill	49172	02/22/2012		6439A · EQUIPMENT R & M (ADULT)	-121.00
Bill	49188	02/23/2012		6410A · BOOKS (ADULT)	-11.00
				6410C · BOOKS (C&P)	-11.00
Bill	49321	03/20/2012		2082 · FINES AND FEES	<u>-916.04</u>
TOTAL					-16,083.03

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Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>48352</b>	<b>03/26/2012</b>	<b>Searles Graphics, Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	30470	02/21/2012		6434G · PRINTING (GEN)	-6,581.00
TOTAL					<u>-6,581.00</u>
<b>Bill Pmt -Check</b>	<b>48353</b>	<b>03/26/2012</b>	<b>Sears, Susan</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	3152012	03/16/2012		6437C · PROGRAMS (C&P)	-150.00
TOTAL					<u>-150.00</u>
<b>Bill Pmt -Check</b>	<b>48354</b>	<b>03/26/2012</b>	<b>Sferrazza, Nancy</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	2/1,15,22,29/12	03/16/2012		6437N · PROGRAMS (TEEN)	-320.00
TOTAL					<u>-320.00</u>
<b>Bill Pmt -Check</b>	<b>48355</b>	<b>03/26/2012</b>	<b>Sharper Training Solutions, Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	372012	03/16/2012		6437A · PROGRAMS (ADULT)	-200.00
Bill	3132012	03/16/2012		6437C · PROGRAMS (C&P)	-250.00
Bill	2/11,27/12 3/6,10/12	03/16/2012		6437L · PROGRAMS (LIT)	-800.00
TOTAL					<u>-1,250.00</u>
<b>Bill Pmt -Check</b>	<b>48356</b>	<b>03/26/2012</b>	<b>Showcases</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	265187	03/15/2012		6430G · OFFICE AND LIBRARY SUPPLIES	-57.25
TOTAL					<u>-57.25</u>

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**March 26, 2012**

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>48357</b>	<b>03/26/2012</b>	<b>SHRM</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	9004502081	03/01/2012		6438 · DUES	-180.00
TOTAL					<u>-180.00</u>
<b>Bill Pmt -Check</b>	<b>48358</b>	<b>03/26/2012</b>	<b>Sievers, Sandra</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	2132012	03/15/2012		6437A · PROGRAMS (ADULT)	-75.00
Bill	3122012	03/20/2012		6437A · PROGRAMS (ADULT)	-75.00
TOTAL					<u>-150.00</u>
<b>Bill Pmt -Check</b>	<b>48359</b>	<b>03/26/2012</b>	<b>Soundings</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	Renew Sub 1year	03/15/2012		6413A · PERIODICALS (ADULT)	-24.97
TOTAL					<u>-24.97</u>
<b>Bill Pmt -Check</b>	<b>48360</b>	<b>03/26/2012</b>	<b>South Shore Press, Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	L4913	02/01/2012		6434G · PRINTING (GEN)	-30.25
Bill	L4884	02/08/2012		6434G · PRINTING (GEN)	-24.20
Bill	L4986	02/22/2012		6434G · PRINTING (GEN)	-1,442.10
Bill	L4999	02/22/2012		6434G · PRINTING (GEN)	-15.40
TOTAL					<u>-1,511.95</u>
<b>Bill Pmt -Check</b>	<b>48361</b>	<b>03/26/2012</b>	<b>Stack, Kelly</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**March 26, 2012**

Type	Num	Date	Name	Account	Paid Amount
Bill	2/3,10,24/12	03/16/2012		6437N · PROGRAMS (TEEN)	-360.00
TOTAL					<u>-360.00</u>
<b>Bill Pmt -Check</b>	<b>48362</b>	<b>03/26/2012</b>	<b>Stalzer, Diane</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	312012	03/15/2012		6437C · PROGRAMS (C&P)	-125.00
Bill	3102012	03/16/2012		6437C · PROGRAMS (C&P)	-125.00
TOTAL					<u>-250.00</u>
<b>Bill Pmt -Check</b>	<b>48363</b>	<b>03/26/2012</b>	<b>State Industrial Products</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	95557597	03/15/2012		6451G · CUSTODIAL SUPPLIES	-609.42
TOTAL					<u>-609.42</u>
<b>Bill Pmt -Check</b>	<b>48364</b>	<b>03/26/2012</b>	<b>Syntax Communication</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	9229	02/29/2012		643765 · PROMOTION AND PUBLICITY	-833.33
TOTAL					<u>-833.33</u>
<b>Bill Pmt -Check</b>	<b>48365</b>	<b>03/26/2012</b>	<b>Tag-It Engravings &amp; Signs</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10097	03/20/2012		6430G · OFFICE AND LIBRARY SUPPLIES	-25.00
TOTAL					<u>-25.00</u>
<b>Bill Pmt -Check</b>	<b>48366</b>	<b>03/26/2012</b>	<b>Thermal Solutions, Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	36490	03/20/2012		6452G · BLDG ALTERATION AND MAINT	-98.00

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**March 26, 2012**

Type	Num	Date	Name	Account	Paid Amount
TOTAL					-98.00
<b>Bill Pmt -Check</b>	<b>48367</b>	<b>03/26/2012</b>	<b>TigerDirect</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	F92333940101	03/19/2012		7203W · EQUIPMENT WIRE	-2,625.54
TOTAL					-2,625.54
<b>Bill Pmt -Check</b>	<b>48368</b>	<b>03/26/2012</b>	<b>Tonino's Pizza</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	437417	02/10/2012		6437N · PROGRAMS (TEEN)	-60.25
Bill	437421	02/13/2012		6437N · PROGRAMS (TEEN)	-38.00
Bill	357423	02/16/2012		6437N · PROGRAMS (TEEN)	-19.00
Bill	357425	02/17/2012		6437A · PROGRAMS (ADULT)	-47.50
Bill	357424	02/17/2012		6437N · PROGRAMS (TEEN)	-48.00
Bill	357704	02/17/2012		6437N · PROGRAMS (TEEN)	-38.00
Bill	357426	02/21/2012		6437N · PROGRAMS (TEEN)	-19.00
Bill	357427	02/21/2012		6437N · PROGRAMS (TEEN)	-28.50
Bill	357705	02/21/2012		6437N · PROGRAMS (TEEN)	-38.00
Bill	357429	02/23/2012		6437N · PROGRAMS (TEEN)	-9.50
Bill	357428	02/23/2012		6437N · PROGRAMS (TEEN)	-47.50
Bill	357431	02/24/2012		6437N · PROGRAMS (TEEN)	-59.50
Bill	357430	02/24/2012		6437N · PROGRAMS (TEEN)	-47.50
Bill	357434	02/27/2012		6437N · PROGRAMS (TEEN)	-47.50
Bill	357437	02/28/2012		6437N · PROGRAMS (TEEN)	-19.00
Bill	437423	03/01/2012		6437N · PROGRAMS (TEEN)	-19.00
Bill	357438	03/02/2012		6437N · PROGRAMS (TEEN)	-47.50
Bill	357706	03/02/2012		6437N · PROGRAMS (TEEN)	-38.00
Bill	357439	03/05/2012		6437N · PROGRAMS (TEEN)	-28.50
Bill	357440	03/06/2012		6437N · PROGRAMS (TEEN)	-21.00
Bill	437424	03/08/2012		6437N · PROGRAMS (TEEN)	-19.00

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**March 26, 2012**

Type	Num	Date	Name	Account	Paid Amount
Bill	437426	03/16/2012		6437N · PROGRAMS (TEEN)	-19.00
Bill	437425	03/16/2012		6437N · PROGRAMS (TEEN)	-29.00
Bill	357442	03/16/2012		6437N · PROGRAMS (TEEN)	-47.50
Bill	357445	03/16/2012		6437N · PROGRAMS (TEEN)	-38.00
Bill	437428	03/20/2012		6437N · PROGRAMS (TEEN)	-28.50
Bill	357708	03/20/2012		6437N · PROGRAMS (TEEN)	-28.50
Bill	357711	03/20/2012		6437N · PROGRAMS (TEEN)	-47.50
Bill	437427	03/20/2012		6437N · PROGRAMS (TEEN)	-12.50
TOTAL					<u>-990.25</u>
<b>Bill Pmt -Check</b>	<b>48369</b>	<b>03/26/2012</b>	<b>Unique Management Services, Inc</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	220472	03/15/2012		6437P7 · COLLECTION AGENCY	-250.60
TOTAL					<u>-250.60</u>
<b>Bill Pmt -Check</b>	<b>48370</b>	<b>03/26/2012</b>	<b>UPS</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	000054YE33082	03/15/2012		6433G · POSTAGE	-9.58
TOTAL					<u>-9.58</u>
<b>Bill Pmt -Check</b>	<b>48371</b>	<b>03/26/2012</b>	<b>Upstart</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	4511646	03/15/2012		6430G · OFFICE AND LIBRARY SUPPLIES	-39.75
TOTAL					<u>-39.75</u>
<b>Bill Pmt -Check</b>	<b>48372</b>	<b>03/26/2012</b>	<b>Verizon Business</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	67517966	03/19/2012		6431D · TELECOMMUNICATIONS	-3,013.89



**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**March 26, 2012**

Type	Num	Date	Name	Account	Paid Amount
TOTAL					-3,013.89
<b>Bill Pmt -Check</b>	<b>48373</b>	<b>03/26/2012</b>	<b>Villa, Javier</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	155559	03/15/2012		6417C · VIDEOS (C&P)	-16.99
TOTAL					<u>-16.99</u>
<b>Bill Pmt -Check</b>	<b>48374</b>	<b>03/26/2012</b>	<b>W. B. Mason Co., Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	104027554	02/27/2012		6430G · OFFICE AND LIBRARY SUPPLIES	-50.97
Bill	103820935	03/15/2012		6430G · OFFICE AND LIBRARY SUPPLIES	-106.44
Bill	103905426	03/15/2012		6430G · OFFICE AND LIBRARY SUPPLIES	-724.75
Bill	104200299	03/16/2012		6430G · OFFICE AND LIBRARY SUPPLIES	-80.22
TOTAL					<u>-962.38</u>
<b>Bill Pmt -Check</b>	<b>48375</b>	<b>03/26/2012</b>	<b>Weitzel, Katharine S.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	3/5,12/2012	03/16/2012		6437L · PROGRAMS (LIT)	-120.00
TOTAL					<u>-120.00</u>
<b>Bill Pmt -Check</b>	<b>48376</b>	<b>03/26/2012</b>	<b>Wiedersum Associates Architects, PLLC</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	WA#1127B-#2	02/10/2012		7500 · BUILDING IMPROVEMENTS	-1,800.00
TOTAL					<u>-1,800.00</u>
<b>Bill Pmt -Check</b>	<b>48377</b>	<b>03/26/2012</b>	<b>Wildlife Rescue Center</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**March 26, 2012**

Type	Num	Date	Name	Account	Paid Amount
Bill	2282012	03/15/2012		6437C · PROGRAMS (C&P)	-175.00
TOTAL					<u>-175.00</u>
<b>Bill Pmt -Check</b>	<b>48378</b>	<b>03/26/2012</b>	<b>Williamson Law Book Co.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	137953	02/15/2012		6430G · OFFICE AND LIBRARY SUPPLIES	-567.85
TOTAL					<u>-567.85</u>
<b>Bill Pmt -Check</b>	<b>48379</b>	<b>03/26/2012</b>	<b>Winter, Samantha</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	Mileage 7/11-2/12	03/15/2012		6437C · PROGRAMS (C&P)	-25.36
TOTAL					<u>-25.36</u>
<b>Bill Pmt -Check</b>	<b>48380</b>	<b>03/26/2012</b>	<b>Xerox Corporation</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	060470065	03/02/2012		6439G · EQUIPMENT R & M (GEN)	-931.50
Bill	060470066	03/02/2012		6439G · EQUIPMENT R & M (GEN)	-521.39
Bill	060470064	03/02/2012		6439G · EQUIPMENT R & M (GEN)	-375.86
Bill	060470067	03/02/2012		6439G · EQUIPMENT R & M (GEN)	-529.79
TOTAL					<u>-2,358.54</u>

**GRAND TOTAL: \$ 126,374.58**

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

March 26, 2012

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**  
**Payroll Benefits Warrant**  
**March 02, 2012**

<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Paid Amount</u>
<b>Bill Pmt -Check</b> Bill	<b>EFT</b> 5787864-7	<b>03/02/2012</b>	<b>Hartford Insurance Co.</b>	<b>L0226 · EMPIRE NAT'L - PAYROLL</b>	
				L0196 · LONG TER	\$ 193.32
				9055 · DISABILTY INSURANCE	\$ 1,466.56
				TOTAL	<u>\$ 1,659.88</u>
<b>Bill Pmt -Check</b> Bill	<b>4472</b> 03022012	<b>03/02/2012</b>	<b>1096 Denise Boinay</b>	<b>L0226 · EMPIRE NAT'L - PAYROLL</b>	
				9060 · MEDICAL INSURANCE	\$ 99.90
				TOTAL	<u>\$ 99.90</u>
<b>Bill Pmt -Check</b> Bill	<b>4473</b> 03022012	<b>03/02/2012</b>	<b>1097 Florence Stonish</b>	<b>L0226 · EMPIRE NAT'L - PAYROLL</b>	
				9060 · MEDICAL INSURANCE	\$ 99.90
				TOTAL	<u>\$ 99.90</u>
<b>Bill Pmt -Check</b> Bill	<b>4474</b> 03022012	<b>03/02/2012</b>	<b>1098 Mary Abruscato</b>	<b>L0226 · EMPIRE NAT'L - PAYROLL</b>	
				9060 · MEDICAL INSURANCE	\$ 99.90
				TOTAL	<u>\$ 99.90</u>
<b>Bill Pmt -Check</b> Bill	<b>4475</b> 03022012	<b>03/02/2012</b>	<b>1100 Madeline Sacco</b>	<b>L0226 · EMPIRE NAT'L - PAYROLL</b>	
				9060 · MEDICAL INSURANCE	\$ 99.90
				TOTAL	<u>\$ 99.90</u>
<b>Bill Pmt -Check</b> Bill	<b>4476</b> 03022012	<b>03/02/2012</b>	<b>1101 Rose Giehl</b>	<b>L0226 · EMPIRE NAT'L - PAYROLL</b>	
				9060 · MEDICAL INSURANCE	\$ 99.90
				TOTAL	<u>\$ 99.90</u>

**Mastics-Moriches-Shirley Community Library**  
**Payroll Benefits Warrant**  
**March 02, 2012**

<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Paid Amount</u>
Bill Pmt -Check Bill	4477 03022012	03/02/2012	1102 John R Verbese	L0226 · EMPIRE NAT'L - PAYROLL 9060 · MEDICAL INSURANCE	\$ 199.80 <u>\$ 199.80</u>
				TOTAL	
Bill Pmt -Check Bill	4478 03022012	03/02/2012	1109 Prudential	L0226 · EMPIRE NAT'L - PAYROLL L0172 · 403B PRUDENTIAL	\$ 1,220.00 <u>\$ 1,220.00</u>
				TOTAL	
Bill Pmt -Check Bill	4479 0854030	03/02/2012	1112 The NYS Deferred Compensation Plan	L0226 · EMPIRE NAT'L - PAYROLL L0173 · 457B NYS DEFERRED COMP	\$ 945.00 <u>\$ 945.00</u>
				TOTAL	
Bill Pmt -Check Bill	4480 03022012	03/02/2012	2922 Met Life	L0226 · EMPIRE NAT'L - PAYROLL L0171 · 403B MET LIFE	\$ 1,988.00 <u>\$ 1,988.00</u>
				TOTAL	
				GRAND TOTAL	<u><u>\$ 6,512.18</u></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  
March 16, 2012**

<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Paid Amount</u>
Bill Pmt -Check Bill	4482 03072012	03/07/2012	1106 NYS Employees' Retirement System	L0226 · EMPIRE NAT'L - PAYROLL L0163 · RC ERS CONTRIBUTIONS	\$ 7.51 \$ 7.51
Bill Pmt -Check Bill	4483 03162012	03/16/2012	1109 Prudential	L0226 · EMPIRE NAT'L - PAYROLL L0172 · 403B PRUDENTIAL	\$ 1,220.00 \$ 1,220.00
				TOTAL	\$ 1,220.00
Bill Pmt -Check Bill	4484 0856317	03/16/2012	1112 The NYS Deferred Compensation Plan	L0226 · EMPIRE NAT'L - PAYROLL L0173 · 457B NYS DEFERRED COMP	\$ 945.00 \$ 945.00
				TOTAL	\$ 945.00
Bill Pmt -Check Bill	4485 03162012	03/16/2012	2922 Met Life	L0226 · EMPIRE NAT'L - PAYROLL L0171 · 403B MET LIFE	\$ 1,988.00 \$ 1,988.00
				TOTAL	\$ 1,988.00
				GRAND TOTAL	\$ 4,160.51

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)**

**FEBRUARY 2012**

**PREPARED & SUBMITTED BY:**

**CHRISTOPHER NOWAK  
BUSINESS MANAGER**

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**  
**Profit & Loss Budget Overview**  
 July 2011 through February 2012

										TOTAL		
	Jul 11	Aug 11	Sep 11	Oct 11	Nov 11	Dec 11	Jan 12	Feb 12	Jul '11 - Feb 12	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>												
<b>Income</b>												
<b>2000 · PROPERTY TAX REVENUES</b>	0.00	0.00	0.00	0.00	0.00	0.00	3,159,732.00	196,544.04	3,356,276.04	8,540,000.00	-5,183,723.96	39.3%
<b>2082 · FINES AND FEES</b>	7,552.77	7,927.21	8,200.12	9,281.53	8,641.70	7,577.57	9,879.80	8,602.71	67,663.41	110,000.00	-42,336.59	61.51%
<b>2360 · CONTRACTS WITH OTHER LIBR.</b>	0.00	599,813.14	0.00	0.00	0.00	0.00	0.00	0.00	599,813.14	295,000.00	304,813.14	203.33%
<b>2401 · INTEREST</b>	3,865.39	6,544.13	8,101.23	6,943.74	6,098.68	5,466.73	6,033.79	6,878.67	49,932.36	65,000.00	-15,067.64	76.82%
<b>2650 · SALES OF EXCESS MATERIAL</b>	1.00	19.50	14.00	9.50	10.00	18.00	6.50	17.95	96.45			
<b>2670 · SALES OF BOOKS</b>	73.00	487.19	94.70	38.50	689.29	182.18	127.14	148.06	1,840.06			
<b>2671 · FEDERAL &amp; STATE GRANTS</b>	0.00	1,731.00	0.00	0.00	0.00	25,487.00	0.00	0.00	27,218.00			
<b>2690 · OTHER COMPENSATION</b>	0.00	28.25	0.00	0.00	0.00	0.00	0.00	0.00	28.25			
<b>2701 · REFUNDS</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00	-2,500.00	0.0%
<b>2760 · SYSTEM &amp; STATE AID</b>	0.00	9,977.00	0.00	0.00	0.00	0.00	0.00	1,109.00	11,086.00	9,000.00	2,086.00	123.18%
<b>2770 · UNCLASSIFIED REVENUE</b>	0.00	0.00	0.00	0.00	0.55	0.00	0.00	2.40	2.95	1,000.00	-997.05	0.3%
<b>2771 · COPIER REVENUE - CONTRACT (R)</b>	102.30	995.36	623.13	456.06	523.85	355.20	513.30	433.90	4,003.10	2,500.00	1,503.10	160.12%
<b>2771A · COPIER REVENUE - INHOUSE (N)</b>	0.00	2.00	1.00	0.00	12.00	0.00	0.00	154.00	169.00			
<b>2771C · COPIER REVENUE- COLOR</b>	267.60	351.85	368.15	0.00	235.80	0.00	601.85	314.00	2,139.25			
<b>2772A · ADULT-ADULT PRINTER</b>	438.55	259.25	496.80	754.90	812.10	272.86	905.40	499.00	4,438.86			
<b>2800 · Program Receipts</b>												
<b>2805 · Program Receipts - Adult</b>	1,199.00	1,678.00	646.50	840.00	2,030.00	1,433.50	1,188.00	582.00	9,597.00			
<b>2810 · Program Receipts - Teen</b>	147.00	735.00	98.00	588.00	0.00	0.00	833.00	98.00	2,499.00			
<b>Total 2800 · Program Receipts</b>	1,346.00	2,413.00	744.50	1,428.00	2,030.00	1,433.50	2,021.00	680.00	12,096.00			
<b>2999 · Lost Books</b>	0.00	333.78	0.00	0.00	0.00	0.00	466.63	0.00	800.41			
<b>Total Income</b>	13,646.61	630,882.66	18,643.63	18,912.23	19,053.97	40,793.04	3,180,287.41	215,383.73	4,137,603.28	9,025,000.00	-4,887,396.72	45.85%
<b>Gross Profit</b>	13,646.61	630,882.66	18,643.63	18,912.23	19,053.97	40,793.04	3,180,287.41	215,383.73	4,137,603.28	9,025,000.00	-4,887,396.72	45.85%
<b>Expense</b>												



**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**  
**Profit & Loss Budget Overview**  
 July 2011 through February 2012

										TOTAL		
	Jul 11	Aug 11	Sep 11	Oct 11	Nov 11	Dec 11	Jan 12	Feb 12	Jul '11 - Feb 12	Budget	\$ Over Budget	% of Budget
<b>6000 · SALARIES AND WAGES</b>												
<b>6141 · PROFESSIONAL SALARIES</b>												
6141A · PROFESSIONAL (ADULT)	48,173.20	49,630.97	70,792.64	47,961.42	46,846.84	50,405.22	46,401.69	47,624.11	407,836.09	680,099.00	-272,262.91	59.97%
6141C · PROFESSIONAL (C&P)	47,703.89	50,417.89	70,861.21	47,683.41	46,216.26	49,839.83	46,292.61	47,233.26	406,248.36	625,900.00	-219,651.64	64.91%
6141D · PROFESSIONAL (DIGITAL)	8,649.43	8,885.90	13,328.85	8,965.84	8,965.84	8,965.84	8,965.84	8,965.84	75,693.38	111,555.00	-35,861.62	67.85%
6141N · PROFESSIONAL (TEEN)	30,257.15	33,675.10	48,034.08	32,512.61	32,975.46	34,875.56	31,342.31	32,395.34	276,067.61	430,412.00	-154,344.39	64.14%
6141S · COMM SERV LIBR (SVC)	6,603.85	6,669.24	10,003.86	6,669.24	6,669.24	6,669.24	6,669.24	6,669.24	56,623.15	111,306.00	-54,682.85	50.87%
6141T · PROFESSIONAL (TECH)	14,048.62	13,541.37	19,730.82	13,551.65	13,428.12	13,915.87	13,276.82	13,211.31	114,704.58	193,828.00	-79,123.42	59.18%
<b>Total 6141 · PROFESSIONAL SALARIES</b>	<b>155,436.14</b>	<b>162,820.47</b>	<b>232,751.46</b>	<b>157,344.17</b>	<b>155,101.76</b>	<b>164,671.56</b>	<b>152,948.51</b>	<b>156,099.10</b>	<b>1,337,173.17</b>	<b>2,153,100.00</b>	<b>-815,926.83</b>	<b>62.11%</b>
<b>6142 · CLERICAL SALARIES</b>												
6142A · CLERICAL (ADULT)	25,428.17	25,602.91	36,397.55	25,100.55	24,829.99	26,881.49	24,372.64	24,441.40	213,054.70	347,266.00	-134,211.30	61.35%
6142C · CLERICAL (C&P)	13,446.25	17,188.72	20,177.77	13,594.35	13,002.58	14,816.22	13,037.44	13,119.75	118,383.08	225,568.00	-107,184.92	52.48%
6142D · CLERICAL (ADMIN)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
6142G · CLERICAL (GEN)	9,750.06	10,248.34	15,204.95	10,285.79	9,960.55	9,157.06	9,157.06	9,157.06	82,920.87	128,351.00	-45,430.13	64.61%
6142L · CLERICAL (LIT)	9,972.03	10,103.64	15,841.74	12,298.19	12,082.26	11,697.80	10,565.62	12,705.53	95,266.81	145,903.00	-50,636.19	65.3%
6142N · CLERICAL (TEEN)	3,679.73	3,970.54	5,414.55	3,651.61	3,938.27	4,707.31	3,916.99	3,842.68	33,121.68	53,013.00	-19,891.32	62.48%
6142R · CLERICAL (CIRC)	33,346.26	33,655.01	48,827.51	31,305.31	30,391.52	34,216.01	32,882.78	33,873.56	278,497.96	458,485.00	-179,987.04	60.74%
6142S · CLERICAL (SVC)	1,337.08	1,404.27	2,265.48	1,626.25	1,783.88	2,043.99	1,857.57	1,202.61	13,521.13	0.00	13,521.13	100.0%
6142T · CLERICAL (TECH)	13,564.67	14,807.18	20,666.20	13,279.68	11,294.89	11,828.09	10,164.07	13,158.82	108,763.60	184,358.00	-75,594.40	59.0%
6142X · CLERICAL (COMP)	835.57	776.62	716.37	378.27	287.89	505.35	348.15	456.27	4,304.49	11,839.00	-7,534.51	36.36%
<b>Total 6142 · CLERICAL SALARIES</b>	<b>111,359.82</b>	<b>117,757.23</b>	<b>165,512.12</b>	<b>111,520.00</b>	<b>107,571.83</b>	<b>115,853.32</b>	<b>106,302.32</b>	<b>111,957.68</b>	<b>947,834.32</b>	<b>1,554,783.00</b>	<b>-606,948.68</b>	<b>60.96%</b>
<b>6143 · PAGE SALARIES</b>												
6143A · PAGE (ADULT)	9,439.08	10,237.19	14,382.41	10,151.53	9,872.69	13,103.64	9,121.15	9,674.43	85,982.12	143,779.00	-57,796.88	59.8%
6143C · PAGE (C&P)	12,315.12	13,439.44	18,150.22	12,751.69	12,271.09	13,850.52	12,053.41	10,912.70	105,744.19	201,630.00	-95,885.81	52.45%
6143G · PAGE (GEN)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
6143L · PAGE (LIT)	315.29	357.44	826.97	636.62	503.37	554.53	188.24	0.00	3,382.46	7,689.00	-4,306.54	43.99%

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										TOTAL		
	Jul 11	Aug 11	Sep 11	Oct 11	Nov 11	Dec 11	Jan 12	Feb 12	Jul '11 - Feb 12	Budget	\$ Over Budget	% of Budget
<b>6143N · PAGE (TEEN)</b>	1,266.50	1,459.37	1,829.48	1,303.91	1,178.06	1,534.36	1,166.44	1,334.58	11,072.70	19,332.00	-8,259.30	57.28%
<b>6143R · PAGE (CIRC)</b>	1,489.61	1,787.18	1,639.13	1,259.49	1,197.09	1,696.24	1,357.84	1,189.69	11,616.27	7,689.00	3,927.27	151.08%
<b>6143T · PAGE (TECH)</b>	3,387.94	3,483.60	5,157.68	3,413.42	3,294.24	3,693.10	3,321.98	3,342.67	29,094.63	55,003.00	-25,908.37	52.9%
<b>Total 6143 · PAGE SALARIES</b>	28,213.54	30,764.22	41,985.89	29,516.66	28,316.54	34,432.39	27,209.06	26,454.07	246,892.37	435,122.00	-188,229.63	56.74%
<b>6144 · CUSTODIAL</b>												
<b>6144G · CUSTODIAL</b>	14,085.63	14,927.80	23,312.92	16,311.72	16,178.30	19,282.50	15,882.58	16,507.62	136,489.07	224,806.00	-88,316.93	60.71%
<b>Total 6144 · CUSTODIAL</b>	14,085.63	14,927.80	23,312.92	16,311.72	16,178.30	19,282.50	15,882.58	16,507.62	136,489.07	224,806.00	-88,316.93	60.71%
<b>6145 · SECURITY</b>												
<b>6145G · SECURITY</b>	12,683.73	13,758.65	20,196.65	14,530.26	13,683.89	17,182.57	14,316.88	13,608.77	119,961.40	166,029.00	-46,067.60	72.25%
<b>Total 6145 · SECURITY</b>	12,683.73	13,758.65	20,196.65	14,530.26	13,683.89	17,182.57	14,316.88	13,608.77	119,961.40	166,029.00	-46,067.60	72.25%
<b>6146 · TECHNICIAN</b>												
<b>6146W · TECHNICAL (WIRES)</b>	13,176.99	13,404.77	20,010.61	13,252.36	13,684.57	14,406.83	13,451.83	13,521.49	114,909.45	176,761.00	-61,851.55	65.01%
<b>Total 6146 · TECHNICIAN</b>	13,176.99	13,404.77	20,010.61	13,252.36	13,684.57	14,406.83	13,451.83	13,521.49	114,909.45	176,761.00	-61,851.55	65.01%
<b>6147 · ADMINISTRATIVE</b>												
<b>Total 6147 · ADMINISTRATIVE</b>	17,414.87	17,777.70	26,666.55	17,777.70	17,777.70	17,777.70	17,777.70	17,777.70	150,747.62	226,110.00	-75,362.38	66.67%
<b>Total 6000 · SALARIES AND WAGES</b>	352,370.72	371,210.84	530,436.20	360,252.87	352,314.59	383,606.87	347,888.88	355,926.43	3,054,007.40	4,936,711.00	-1,882,703.60	61.86%
<b>6200 · EMPLOYEE BENEFITS</b>												
<b>9010 · RETIREMENT</b>	0.00	0.00	0.00	0.00	0.00	533,037.00	0.00	0.00	533,037.00	620,992.00	-87,955.00	85.84%
<b>9030 · SOCIAL SECURITY</b>	26,437.78	27,886.14	39,811.13	26,969.85	25,823.07	28,216.81	26,110.26	26,729.00	227,984.04	360,000.00	-132,015.96	63.33%
<b>9040 · WORKERS' COMPENSATION</b>	0.00	0.00	0.00	0.00	0.00	0.00	55,268.00	0.00	55,268.00	50,000.00	5,268.00	110.54%
<b>9050 · UNEMPLOYMENT INSURANCE</b>	3,753.00	0.00	0.00	2,430.00	0.00	0.00	0.00	0.00	6,183.00	10,507.00	-4,324.00	58.85%
<b>9055 · DISABILITY INSURANCE</b>	1,416.85	0.00	2,836.46	1,466.56	1,468.56	1,470.56	0.00	1,365.52	10,024.51	16,800.00	-6,775.49	59.67%

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										TOTAL		
	Jul 11	Aug 11	Sep 11	Oct 11	Nov 11	Dec 11	Jan 12	Feb 12	Jul '11 - Feb 12	Budget	\$ Over Budget	% of Budget
<b>9060 - MEDICAL INSURANCE</b>	44,874.30	45,313.85	44,937.22	42,341.58	45,599.56	48,410.98	44,724.66	46,531.12	362,733.27	585,900.00	-223,166.73	61.91%
<b>9065 - MTA TRANSIT TAX</b>	1,175.01	1,239.38	1,769.39	1,202.12	1,175.14	1,281.53	1,160.45	1,187.95	10,190.97	16,785.00	-6,594.03	60.72%
<b>Total 6200 - EMPLOYEE BENEFITS</b>	77,656.94	74,439.37	89,354.20	74,410.11	74,066.33	612,416.88	127,263.37	75,813.59	1,205,420.79	1,660,984.00	-455,563.21	72.57%
<b>6410A - BOOKS (ADULT)</b>	9,580.04	6,340.33	8,223.00	10,878.04	9,239.10	14,750.84	7,064.19	11,116.43	77,191.97	220,000.00	-142,808.03	35.09%
<b>6410C - BOOKS (C&amp;P)</b>	6,531.82	2,575.48	5,046.82	4,686.73	2,474.12	11,723.38	9,403.05	4,938.88	47,380.28	119,500.00	-72,119.72	39.65%
<b>6410L - BOOKS (LIT)</b>	0.00	0.00	0.00	3,074.25	352.17	1,512.66	0.00	1,891.09	6,830.17			
<b>6410N - BOOKS (TEEN)</b>	407.73	1,451.74	824.00	874.79	1,426.00	1,131.41	1,302.30	2,482.45	9,900.42	30,000.00	-20,099.58	33.0%
<b>6410T - BOOKS (TECH)</b>	1,077.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,077.00	900.00	177.00	119.67%
<b>6411A - MICRO/REF CD (ADULT)</b>	150.00	623.35	1,939.00	9,891.68	3,595.00	2,435.00	5,615.00	0.00	24,249.03	45,000.00	-20,750.97	53.89%
<b>6411C - MICRO/REF CD (C&amp;P)</b>	0.00	0.00	0.00	5,766.66	0.00	3,135.00	5,934.20	99.00	14,934.86	18,250.00	-3,315.14	81.84%
<b>6411N - MICRO/REF CD (TEEN)</b>	0.00	0.00	525.00	5,766.66	0.00	2,435.00	5,615.00	0.00	14,341.66	20,000.00	-5,658.34	71.71%
<b>6412A - RECORDINGS (ADULT)</b>	1,843.93	2,010.61	563.77	2,074.61	1,871.25	2,588.74	588.36	2,717.41	14,258.68	47,200.00	-32,941.32	30.21%
<b>6412C - RECORDINGS (C&amp;P)</b>	255.75	269.55	0.00	293.28	284.75	1,597.92	19.48	470.70	3,191.43	10,000.00	-6,808.57	31.91%
<b>6412L - RECORDINGS (LIT)</b>	20.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20.00			
<b>6412N - RECORDINGS (TEEN)</b>	45.95	727.60	305.29	98.97	652.31	489.29	196.35	0.00	2,515.76	10,000.00	-7,484.24	25.16%
<b>6413A - PERIODICALS (ADULT)</b>	0.00	358.61	35.00	466.43	2,061.52	964.90	0.00	233.25	4,119.71	33,000.00	-28,880.29	12.48%
<b>6413C - PERIODICALS (C&amp;P)</b>	3.00	460.99	0.00	24.99	0.00	1.06	0.00	0.00	490.04	6,325.00	-5,834.96	7.75%
<b>6413D - PERIODICALS (ADM)</b>	0.00	0.00	0.00	0.00	50.00	50.00	0.00	0.00	100.00	1,000.00	-900.00	10.0%
<b>6413G - PERIODICALS (GEN)</b>	0.00	0.00	0.00	0.00	0.00	0.00	474.15	0.00	474.15	1,200.00	-725.85	39.51%
<b>6413N - PERIODICALS (TEEN)</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,700.00	-3,700.00	0.0%
<b>6413T - PERIODICALS (TECH)</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00	-250.00	0.0%
<b>6413W - PERIODICALS (WIRES)</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150.00	-150.00	0.0%
<b>6417A - VIDEOS (ADULT)</b>	5,306.98	6,977.39	8,977.37	9,965.14	2,017.46	13,607.55	18,404.82	2,891.76	68,148.47	90,000.00	-21,851.53	75.72%
<b>6417C - VIDEOS (C&amp;P)</b>	2,703.89	1,658.04	2,873.73	3,062.64	1,249.39	2,587.36	6,994.78	667.08	21,796.91	53,000.00	-31,203.09	41.13%
<b>6417L - VIDEOS (LIT)</b>	46.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	46.00			
<b>6417N - VIDEOS (TEEN)</b>	453.63	413.61	401.99	269.71	0.00	1,330.63	482.23	0.00	3,351.80	12,000.00	-8,648.20	27.93%
<b>6419G - SOFTWARE (GEN)</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,194.90	3,194.90	1,200.00	1,994.90	266.24%

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										TOTAL		
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6419N · SOFTWARE (TEEN)	0.00	0.00	0.00	0.00	0.00	1,199.00	0.00	0.00	1,199.00	1,500.00	-301.00	79.93%
6419T · SOFTWARE (TECH)	0.00	0.00	0.00	0.00	0.00	1,208.00	0.00	0.00	1,208.00	3,000.00	-1,792.00	40.27%
6419W · SOFTWARE (WIRES)	0.00	3,121.70	0.00	702.96	0.00	0.00	0.00	0.00	3,824.66	16,000.00	-12,175.34	23.9%
6428D · MISCELLANEOUS	199.99	0.00	0.00	0.00	0.00	0.00	0.00	0.00	199.99	2,500.00	-2,300.01	8.0%
6429C · REALIA (C&P)	278.80	0.00	69.58	80.43	0.00	132.59	42.90	0.00	604.30	4,500.00	-3,895.70	13.43%
6430G · OFFICE AND LIBRARY SUPPLIES	3,076.32	5,377.22	7,063.32	8,116.58	1,416.80	8,380.06	10,292.22	2,630.23	46,352.75	95,000.00	-48,647.25	48.79%
6431D · TELECOMMUNICATIONS	954.64	756.75	766.77	796.48	725.11	2,302.08	3,765.27	675.96	10,743.06	60,000.00	-49,256.94	17.91%
6432G · CARTAGE	590.00	590.00	590.00	590.00	0.00	1,180.00	590.00	590.00	4,720.00	7,500.00	-2,780.00	62.93%
6433G · POSTAGE	3,015.07	5,490.56	2,983.29	4,489.09	4,499.75	4,667.58	3,030.31	4,583.43	32,759.08	60,000.00	-27,240.92	54.6%
6434A · PRINTING (ADULT)	-5.00	-228.25	-5.00	-531.60	-0.25	-5.00	0.00	-10.00	-785.10	4,275.00	-5,060.10	-18.37%
6434C · PRINTING (C&P)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,000.00	-7,000.00	0.0%
6434G · PRINTING (GEN)	105.00	10,072.57	13,352.00	6,702.07	24.80	6,581.00	6,581.00	15,027.73	58,446.17	102,000.00	-43,553.83	57.3%
6434N · PRINTING (TEEN)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	486.00	486.00	6,000.00	-5,514.00	8.1%
6434R · PRINTING (CIRC)	0.00	0.00	0.00	0.00	0.00	196.50	0.00	0.00	196.50	5,500.00	-5,303.50	3.57%
6434S · PRINTING (COMM SRV)	0.00	296.50	356.00	0.00	0.00	0.00	0.00	0.00	652.50	5,000.00	-4,347.50	13.05%
6435A · CED, CONF & TRAVEL (ADULT)	0.00	0.00	9.18	17.15	0.00	6.11	504.50	501.31	1,038.25	4,000.00	-2,961.75	25.96%
6435C · CED, CONF & TRAVEL (C&P)	352.07	46.25	38.85	41.07	7.70	40.51	158.37	627.68	1,312.50	5,250.00	-3,937.50	25.0%
6435D · CED, CONF & TRAVEL (ADM)	2,192.38	0.00	202.16	688.00	200.00	8,006.18	75.00	885.42	12,249.14	7,500.00	4,749.14	163.32%
6435G · CED, CONF & TRAVEL (GEN)	106.56	88.58	44.93	391.29	47.93	679.67	129.00	549.91	2,037.87	3,000.00	-962.13	67.93%
6435L · CED, CONF & TRAVEL (LIT)	0.00	0.00	59.06	45.01	0.00	33.49	2,184.10	-1,698.64	623.02			
6435N · CED, CONF & TRAVEL (TEEN)	903.93	314.07	0.00	186.13	123.62	224.19	34.50	683.91	2,470.35	5,000.00	-2,529.65	49.41%
6435R · CED, CONF & TRAVEL (CIRC)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	485.46	485.46	2,500.00	-2,014.54	19.42%
6435S · CED, CONF & TRAV (COMM SRV)	14.93	0.00	122.74	0.00	10.60	233.42	37.03	1,068.99	1,487.71	3,000.00	-1,512.29	49.59%
6435T · CED, CONF & TRAVEL (TECH)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	485.46	485.46	2,950.00	-2,464.54	16.46%
6435W · CED, CONF & TRAVEL (WIRES)	0.00	0.00	85.00	0.00	0.00	0.00	7.93	493.78	586.71	4,000.00	-3,413.29	14.67%
6436 · CONTRACTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	110,000.00	-110,000.00	0.0%
6437A · PROGRAMS (ADULT)	4,884.18	5,832.98	6,007.96	3,463.58	4,224.65	6,409.80	4,212.68	3,038.13	38,073.96	61,120.00	-23,046.04	62.29%
6437C · PROGRAMS (C&P)	2,859.59	7,832.47	4,832.75	2,091.41	950.05	2,833.25	1,339.59	1,566.72	24,305.83	75,000.00	-50,694.17	32.41%

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										TOTAL		
	Jul 11	Aug 11	Sep 11	Oct 11	Nov 11	Dec 11	Jan 12	Feb 12	Jul '11 - Feb 12	Budget	\$ Over Budget	% of Budget
<b>6437L · PROGRAMS (LIT)</b>	550.00	970.00	530.00	5,377.52	4,119.76	3,161.25	4,715.20	4,535.52	23,959.25			
<b>6437N · PROGRAMS (TEEN)</b>	5,459.44	7,349.91	4,874.00	3,370.18	4,966.47	2,928.30	3,856.58	3,859.36	36,664.24	50,000.00	-13,335.76	73.33%
<b>6437P · PROFESSIONAL FEES</b>												
<b>643760 · PLANTINGS</b>	0.00	184.16	184.16	184.16	227.53	191.53	191.53	383.06	1,546.13	2,500.00	-953.87	61.85%
<b>643765 · PROMOTION AND PUBLICITY</b>	833.33	823.33	833.33	833.33	0.00	1,666.66	2,337.33	1,666.66	8,993.97	30,000.00	-21,006.03	29.98%
<b>643770 · CONTINGENCY</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00	-2,500.00	0.0%
<b>6437P01 · ACCOUNTANT/AUDITOR</b>	0.00	0.00	0.00	0.00	0.00	14,750.80	0.00	0.00	14,750.80	16,500.00	-1,749.20	89.4%
<b>6437P02 · AUDITOR</b>	0.00	500.00	0.00	1,000.00	0.00	1,000.00	500.00	0.00	3,000.00	6,000.00	-3,000.00	50.0%
<b>6437P10 · ELECTION</b>	0.00	0.00	0.00	0.00	0.00	-450.00	0.00	0.00	-450.00	4,700.00	-5,150.00	-9.57%
<b>6437P11 · FSA ADMINISTRATION</b>	133.75	133.75	133.75	133.75	133.75	133.75	131.50	131.50	1,065.50	1,500.00	-434.50	71.03%
<b>6437P12 · PAYROLL SERVICES</b>	1,163.99	2,312.33	1,667.40	2,058.12	379.62	2,267.16	2,597.71	1,690.04	14,136.37	23,720.00	-9,583.63	59.6%
<b>6437P13 · ARMORED CAR SERVICE</b>	168.23	168.23	171.59	171.59	0.00	343.18	171.59	171.59	1,366.00	2,250.00	-884.00	60.71%
<b>6437P14 · PIANO TUNING</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
<b>6437P15 · DOCUMENT MANAGEMENT/DESTRUC</b>	98.52	0.00	0.00	98.52	0.00	0.00	98.52	0.00	295.56			
<b>6437P16 · STAFF BACKGROUND SCREEN</b>	0.00	0.00	0.00	0.00	0.00	113.61	0.00	227.22	340.83	7,500.00	-7,159.17	4.54%
<b>6437P17 · TRANSLATION SERVICES</b>	25.00	17.50	40.00	84.00	11.00	11.00	60.00	14.60	263.10	1,000.00	-736.90	26.31%
<b>6437P3 · APPRAISAL SERVICES</b>	0.00	2,200.00	0.00	0.00	0.00	0.00	0.00	0.00	2,200.00	500.00	1,700.00	440.0%
<b>6437P4 · ATTORNEY</b>	6,500.00	0.00	0.00	1,620.00	1,381.98	1,765.50	7,575.00	158.38	19,000.86	13,000.00	6,000.86	146.16%
<b>6437P5 · BACKFLOW INSPECTION</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	-100.00	0.0%
<b>6437P6 · BOARD SECRETARY</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	-500.00	0.0%
<b>6437P7 · COLLECTION AGENCY</b>	250.60	205.85	232.70	250.60	340.10	402.75	358.00	375.90	2,416.50	3,000.00	-583.50	80.55%
<b>6437P8 · DENITE SYSTEMS ANALYSIS</b>	0.00	0.00	0.00	0.00	0.00	0.00	332.72	0.00	332.72	750.00	-417.28	44.36%
<b>6437P9 · EAP</b>	0.00	0.00	0.00	6,795.00	0.00	0.00	0.00	0.00	6,795.00	6,750.00	45.00	100.67%
<b>Total 6437P · PROFESSIONAL FEES</b>	9,173.42	6,545.15	3,262.93	13,229.07	2,473.98	22,195.94	14,353.90	4,818.95	76,053.34	122,770.00	-46,716.66	61.95%
<b>6438 · DUES</b>	0.00	140.00	1,719.00	132.00	185.00	308.06	687.00	25.00	3,196.06	5,000.00	-1,803.94	63.92%
<b>6439A · EQUIPMENT R &amp; M (ADULT)</b>	7.30	7.30	7.30	2.95	4.15	4.15	4.15	125.15	162.45	3,500.00	-3,337.55	4.64%
<b>6439C · EQUIPMENT R &amp; M (C&amp;P)</b>	0.00	8.25	0.00	0.00	0.00	0.00	0.00	118.25	126.50	3,500.00	-3,373.50	3.61%

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**  
**Profit & Loss Budget Overview**  
 July 2011 through February 2012

										TOTAL		
	Jul 11	Aug 11	Sep 11	Oct 11	Nov 11	Dec 11	Jan 12	Feb 12	Jul '11 - Feb 12	Budget	\$ Over Budget	% of Budget
6439G · EQUIPMENT R & M (GEN)	2,975.77	4,635.57	1,964.02	2,443.13	0.00	4,456.64	2,804.52	2,108.74	21,388.39	39,015.00	-17,626.61	54.82%
6439N · EQUIPMENT R & M (TEEN)	7.30	7.30	7.30	2.96	4.15	4.15	4.15	4.15	41.46	400.00	-358.54	10.37%
6439R · EQUIPMENT R & M (CIRC)	0.00	0.00	10,877.06	1,791.00	0.00	10,877.06	0.00	10,874.28	34,419.40	55,000.00	-20,580.60	62.58%
6439T · EQUIPMENT R & M (TECH)	0.00	0.00	0.00	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)	378.81	1,057.62	0.00	378.81	0.00	1,995.12	0.00	0.00	3,810.36	26,000.00	-22,189.64	14.66%
6450E · ELECTRICITY	0.00	32,016.25	16,401.29	0.00	9,801.72	16,952.18	9,221.88	7,529.08	91,922.40	175,000.00	-83,077.60	52.53%
6450F · FUEL/GAS	104.18	103.41	32.84	3,293.07	189.60	429.25	6,818.85	926.60	11,897.80	40,000.00	-28,102.20	29.75%
6450W · WATER	0.00	353.38	0.00	0.00	421.60	0.00	0.00	205.57	980.55	1,600.00	-619.45	61.28%
6451G · CUSTODIAL SUPPLIES	2,387.28	1,608.90	2,277.10	1,534.46	809.96	1,679.64	1,872.88	1,477.11	13,647.33	17,500.00	-3,852.67	77.99%
6452G · BLDG ALTERATION AND MAINT	1,422.99	10,281.25	2,984.00	2,383.40	505.00	6,358.20	3,744.40	3,820.99	31,500.23	175,000.00	-143,499.77	18.0%
6454 · INSURANCE	47,504.39	0.00	0.00	0.00	0.00	0.00	0.00	0.00	47,504.39	68,250.00	-20,745.61	69.6%
6485G · Bank Fees	238.51	207.48	417.78	306.95	146.46	555.29	166.32	181.14	2,219.93	0.00	2,219.93	100.0%
6601 · BOND PRINCIPAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
6700 · TAN INTEREST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100,000.00	-100,000.00	0.0%
6701 · BOND INTEREST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
<b>7203 · EQUIPMENT - Capital Purchases</b>												
7203A · EQUIPMENT ADULT	0.00	0.00	0.00	153.98	0.00	25.81	10.28	0.00	190.07	3,500.00	-3,309.93	5.43%
7203C · EQUIPMENT C & P	0.00	0.00	0.00	66.96	59.97	0.00	463.67	639.76	1,230.36	3,000.00	-1,769.64	41.01%
7203D · EQUIPMENT ADMIN	0.00	0.00	0.00	349.64	0.00	0.00	0.00	0.00	349.64	2,500.00	-2,150.36	13.99%
7203G · EQUIPMENT BUS OFF	0.00	157.05	0.00	0.00	139.00	0.00	0.00	0.00	296.05	4,500.00	-4,203.95	6.58%
7203L · EQUIPMENT LITERACY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
7203N · EQUIPMENT TEEN	0.00	0.00	390.50	80.49	0.00	216.16	214.38	0.00	901.53	1,500.00	-598.47	60.1%
7203R · EQUIPMENT CIRC	0.00	0.00	0.00	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	0.00	0.00	0.00	2,000.00	-2,000.00	0.0%
7203W · EQUIPMENT WIRE	0.00	15,356.28	359.97	260.85	0.00	19,632.67	711.76	0.00	36,321.53	140,000.00	-103,678.47	25.94%
<b>Total 7203 · EQUIPMENT - Capital Purchases</b>	<b>0.00</b>	<b>15,513.33</b>	<b>750.47</b>	<b>911.92</b>	<b>198.97</b>	<b>19,874.64</b>	<b>1,400.09</b>	<b>639.76</b>	<b>39,289.18</b>	<b>158,000.00</b>	<b>-118,710.82</b>	<b>24.87%</b>
<b>Total Expense</b>	<b>548,191.23</b>	<b>589,914.01</b>	<b>732,189.05</b>	<b>554,884.63</b>	<b>487,711.57</b>	<b>1,192,452.79</b>	<b>619,880.48</b>	<b>536,364.10</b>	<b>5,261,587.86</b>	<b>9,025,000.00</b>	<b>-3,763,412.14</b>	<b>58.3%</b>

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**  
**Profit & Loss Budget Overview**  
 July 2011 through February 2012

										TOTAL		
	Jul 11	Aug 11	Sep 11	Oct 11	Nov 11	Dec 11	Jan 12	Feb 12	Jul '11 - Feb 12	Budget	\$ Over Budget	% of Budget
<b>Net Ordinary Income</b>	-534,544.62	40,968.65	-713,545.42	-535,972.40	-468,657.60	-1,151,659.75	2,560,406.93	-320,980.37	-1,123,984.58	0.00	-1,123,984.58	100.0%
<b>Other Income/Expense</b>												
<b>Other Expense</b>												
<b>7500 - BUILDING IMPROVEMENTS</b>	14,207.18	38,413.61	20,017.47	6,173.77	0.00	12,333.24	11,218.01	4,795.80	107,159.08			
<b>7900 - TRANSFER TO/(FROM) CAPITAL FUND</b>	1,000,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000,000.00			
<b>Total Other Expense</b>	1,014,207.18	38,413.61	20,017.47	6,173.77	0.00	12,333.24	11,218.01	4,795.80	1,107,159.08			
<b>Net Other Income</b>	-1,014,207.18	-38,413.61	-20,017.47	-6,173.77	0.00	-12,333.24	-11,218.01	-4,795.80	-1,107,159.08	0.00	-1,107,159.08	100.0%
<b>Net Income</b>	<b>-1,548,751.80</b>	<b>2,555.04</b>	<b>-733,562.89</b>	<b>-542,146.17</b>	<b>-468,657.60</b>	<b>-1,163,992.99</b>	<b>2,549,188.92</b>	<b>-325,776.17</b>	<b>-2,231,143.66</b>	<b>0.00</b>	<b>-2,231,143.66</b>	<b>100.0%</b>

MMSCL  
Operating Funds Monthly Report  
February 2012

INSTITUTION	PURPOSE	BALANCE FORWARD	DEPOSITS	DISBURSEMENTS	INTEREST	ENDING BALANCE
Empire Nat'l Bank	MONEY MARKET	\$ 6,983,877.19	\$ 209,735.43	\$ 617,442.70	\$ 6,530.12	\$ 6,582,700.04
Empire Nat'l Bank	CREDIT CARD M.M.	\$ 276,657.43	\$ 1,937.43	\$ 172.16	\$ 264.06	\$ 278,686.76
Empire Nat'l Bank	OPERATING	\$ 191,829.70	\$ 7,626.53	\$ 125,700.83	\$ 84.49	\$ 73,839.89
Empire Nat'l Bank	PAYROLL	\$ 32,637.70	\$ 610,069.03	\$ 435,261.83	\$ -	\$ 207,444.90
						<b>\$ 7,142,671.59</b>

INSTITUTION	PURPOSE	MATURITY DATE	TERM	RATE	BALANCE
Capital One Bank	Denitrification System	September 28, 2012	12 Months	0.05%	\$ 15,000.00
TOTAL INVESTMENTS:					\$ 15,000.00
TOTAL CASH & INVESTMENTS:					<b>\$ 7,157,671.59</b>



**MASTICS-MORICHES-SHIRLEY COMMUNITY  
LIBRARY**

***CAPITAL FUND FINANCIAL REPORT***

**FEBRUARY 2012**

**PREPARED & SUBMITTED BY:**

**CHRISTOPHER NOWAK  
BUSINESS MANAGER**

MMSCL  
CAPITAL FUND MONTHLY REPORT

Month	Account #	Balance Forward	Deposits	Withdrawals	Balance
Empire Nat'l Bank	230000082				
July-11		\$ 1,838,687.70	\$ 1,002,038.33	\$ -	\$ 2,840,726.03
August-11		\$ 2,840,726.03	\$ 2,895.21		\$ 2,843,621.24
September-11		\$ 2,843,621.24	\$ 2,804.67		\$ 2,846,425.91
October-11		\$ 2,846,425.91	\$ 2,901.01		\$ 2,849,326.92
November-11		\$ 2,849,326.92	\$ 2,810.30		\$ 2,852,137.22
December-11		\$ 2,852,137.22	\$ 2,906.84		\$ 2,855,044.06
January-12		\$ 2,855,044.06	\$ 2,901.85		\$ 2,857,945.91
February-12		\$ 2,857,945.91	\$ 2,717.39		\$ 2,860,663.30
				Grand Total :	\$ 2,860,663.30

**March 26, 2012**

**Memo: To the Board of Trustees**

**From: Kerri A. Rosalia**

- **Library Advocacy Day March 6, 2012.**

I had the opportunity to go to Albany to advocate for increased state aid for Libraries. I visited the offices of Senator LaValle, Senator Zeldin, Assemblyman Murray, and Assemblyman Thiele. In addition I had the opportunity to attend two continuing education workshops and a fundraising event (at my own expense) for the PAC of the New York State Library Association. The trip offers Library staff, trustees, and patrons the opportunity to stress to our elected officials what an important role the Library plays in our communities. At the time of our visit there was discussion of a 4% increase in state aid to libraries, pending the Governor's final budget. We requested changes to the MTA payroll tax legislation to fully exempt all Public Libraries regardless of size from the tax, as well as increased aid for Library renovation and construction.

- **Library Ad-Hoc Advisory Committee Meeting Update**

We are waiting for a report from Rick Wiedersum so we can schedule the next meeting.

- Facility Issue – Exhaust from the furnace entering air handling units.  
We will have more information to discuss this in detail at the meeting.

- **Budget Preparation**

Created materials for the April Newsletter on the proposed budget as well as working with Syntax on the budget postcard mailer.

- **FOIL Requests and Public Inquiries.**

Spent a majority of the month working on responding to inquiries from the public about library operations.

- I was appointed to the SCLS Long Range Planning Committee on outreach services and literacy to represent the Brookhaven zone libraries.

- Planning a presentation with Beth Donovan on MMSCL's literacy services for the April Board meeting. Attended the Family Literacy Project steering committee meeting.

- **Public Relations Firms**
  - Researched firms and coordinated a number of interviews for the Board.
  
- **Board Minutes**
  - We are scanning the minutes of all the Library board meetings from the inception of the institution. We hope to make them available through our web page in the future.

### **Ongoing Projects**

- Continue to work on the Strategic Planning for Results updates with staff.
- Part of the Strategic Planning Committee of PALS (Partnership of Automated Libraries) working on developing an RFP for a consultant to help Suffolk County Libraries evaluate our ILS (Integrated Library System) vendor and other vendors.
- Exploring options for another collaborative community-wide literacy initiative with the School District and our Rotary club
- Budget Planning

### **Meetings/Events Attended**

Rotary club meetings , PALS board meeting, PLDA zone meeting, Rotary pancake breakfast at St. Jude's parish center, Colonial Youth and Family Services event at Atlantis, Library advocacy day Albany, SCLS Director's meeting.

## Director's Report

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE	YTD TOTALS	Last YTD Totals	YTD % Change	Total Cards
<b>PATRON VISITS</b>	<b>22,696</b>	<b>24,509</b>	<b>21,672</b>	<b>23,792</b>	<b>25,285</b>	<b>24,353</b>	<b>28,252</b>	<b>28,144</b>					<b>198,703</b>	<b>223,972</b>	-11.28%	
<b>WEB SITE VISITS</b>	<b>41,135</b>	<b>35,940</b>	<b>33,335</b>	<b>34,179</b>	<b>31,564</b>	<b>29,063</b>	<b>34,125</b>	<b>31,614</b>	-	-	-	-	<b>270,955</b>	<b>286,766</b>	-5.51%	
Adult	7,860	8,783	8,280	8,619	9,430	8,588	9,339	8,640					69,539	56,559	22.95%	
CPSD	2,851	2,524	1,743	2,092	1,895	1,517	2,036	2,080					16,738	18,162	-7.84%	
Teen	2,056	1,813	1,627	1,688	1,516	1,121	1,352	1,139					12,312	11,230	9.63%	
Programs	6,558	3,049	3,728	3,001	2,497	2,552	4,131	3,623					29,139	42,562	-31.54%	
Library Link	504	380	336	310	379	316	402	365					2,992	3,769	-20.62%	
Communitylibrary.org	18,825	16,915	15,965	16,202	15,847	14,969	16,865	15,767					131,355	135,681	-3.19%	
Facebook	2,481	2,476	1,656	2,267	5,389								14,269	21,700	-34.24%	
<b>CIRCULATION</b>	<b>70,460</b>	<b>73,397</b>	<b>65,149</b>	<b>69,985</b>	<b>68,890</b>	<b>63,794</b>	<b>69,812</b>	<b>66,089</b>	-	-	-	-	<b>547,576</b>	<b>509,781</b>	7.41%	
Staff assisted checkouts	39,990	42,592	38,903	42,694	42,577	39,100	42,220	39,882					327,958	328,770	-0.25%	
Checkouts by patrons	23,608	23,921	20,336	20,716	20,130	17,382	19,618	18,367					164,078	135,234	21.33%	
Digital checkouts	804	806	824	884	932	1,190	1,879	1,410					8,729	3,110	180.68%	
Renewals	6,058	6,078	5,086	5,691	5,251	6,122	6,095	6,430					46,811	42,667	9.71%	
ILLs out	3,876	3,926	3,502	3,527	3,246	3,170	3,462	3,080					27,789	35,051	-20.72%	
ILLs in	2,427	2,687	2,625	2,518	2,428	2,461	2,639	2,832					20,617	21,174	-2.63%	
Holds	6,041	6,355	6,472	6,574	6,146	5,688	7,129	7,059					51,464	52,625	-2.21%	
Filled holds	5,926	6,054	5,610	5,838	5,436	5,516	6,251	5,735					46,366	54,416	-14.79%	
New library cards	364	315	303	329	323	203	352	355					2,544	2,732	-6.88%	
Contract patrons	1,039	120	72	50	45	32	87	47					1,492	1,133	31.69%	
<b>COMPUTER USAGE</b>	<b>6,981</b>	<b>7,778</b>	<b>7,071</b>	<b>7,592</b>	<b>7,084</b>	<b>6,383</b>	<b>7,192</b>	<b>6,417</b>	-	-	-	-	<b>56,498</b>	<b>49,292</b>	14.62%	
Adult	4,444	5,277	4,862	5,133	4,811	4,589	5,099	4,580					38,795	34,570	12.22%	
CPSD	1,466	1,382	1,164	1,378	1,216	945	1,154	1,040					9,745	8,046	21.12%	
Teen	1,071	1,119	1,045	1,081	1,057	849	939	797					7,958	6,676	19.20%	
<b>REFERENCE QUESTIONS</b>	<b>2,324</b>	<b>2,040</b>	<b>2,757</b>	<b>2,484</b>	<b>2,375</b>	<b>2,048</b>	<b>1,990</b>	<b>2,079</b>	-	-	-	-	<b>18,097</b>	<b>17,820</b>	1.55%	
Adult	487	436	533	467	478	292	322	465					3,480	5,248	-33.69%	
CPSD	1,496	1,300	1,790	1,674	1,581	1,488	1,317	1,251					11,897	10,157	17.13%	
Teen	139	162	323	225	227	192	232	254					1,754	2,070	-15.27%	
Chat Reference	202	142	111	118	89	76	119	109					966			
<b>OTHER QUESTIONS</b>	<b>7,749</b>	<b>7,789</b>	<b>7,644</b>	<b>7,347</b>	<b>6,903</b>	<b>6,091</b>	<b>6,921</b>	<b>6,543</b>	-	-	-	-	<b>56,987</b>	<b>62,205</b>	-8.39%	
Adult	3,884	4,123	4,336	3,818	3,915	3,286	3,572	3,634					30,568	34,577	-11.59%	
CPSD	2,959	2,978	2,613	2,885	2,381	2,046	2,540	2,226					20,628	18,558	11.15%	
Teen	906	688	695	644	607	759	809	683					5,791	9,070	-36.15%	
<b>PROGRAMS, IN-HOUSE ATTENDANCE</b>	<b>5,483</b>	<b>5,763</b>	<b>2,010</b>	<b>2,438</b>	<b>2,668</b>	<b>1,973</b>	<b>2,347</b>	<b>2,845</b>	-	-	-	-	<b>25,527</b>	<b>30,406</b>	-16.05%	
Adult	1,269	1,543	726	630	593	500	694	929					6,884	8,187	-15.92%	
CPSD	2,874	2,985	468	895	1,149	647	541	863					10,422	14,052	-25.83%	
Community Service													-	-		
TSD	890	748	430	549	449	408	408	451					4,333	3,919	10.56%	
Outside organizations	450	487	386	364	477	418	704	602					3,888	4,248	-8.47%	
<b>OFFSITE PROGRAM ATTENDANCE</b>	<b>654</b>	<b>432</b>	<b>104</b>	<b>498</b>	<b>382</b>	<b>338</b>	<b>326</b>	<b>439</b>	-	-	-	-	<b>3,173</b>	<b>4,859</b>	-34.70%	
<b>OFFSITE SESSIONS</b>	<b>23</b>	<b>11</b>	<b>5</b>	<b>18</b>	<b>16</b>	<b>13</b>	<b>15</b>	<b>19</b>	-	-	-	-	<b>120</b>	<b>81</b>	48.15%	
Adult attendance	137	49	91	46	23	82	42	54					524	767	-31.68%	
Adult # of sessions	5	2	4	2	1	2	2	2					20	11	81.82%	
CPSD attendance	491	237	13	420	348	219	247	359					2,334	2,880	-18.96%	
CPSD # of sessions	16	6	1	14	13	9	11	15					85	48	77.08%	
Community Service attendance													-	-		
Community Service # of sessions													-	-		
Teen attendance	26	146	-	32	11	37	37	26					315	1,189	-74.01%	
Teen # of sessions	2	3	-	2	2	2	2	2					15	20	-31.82%	
<b>LITERACY PROGRAM ATTENDANCE</b>	<b>260</b>	<b>241</b>	<b>830</b>	<b>2,019</b>	<b>1,321</b>	<b>1,033</b>	<b>1,383</b>	<b>1,054</b>	-	-	-	-	<b>8,141</b>	<b>5,678</b>	43.38%	
In-house attendance	260	241	214	902	435	643	522	429					3,646	2,965	22.97%	
in-house children's attendance			89	371	282	140	253	172					1,307			
In-house # of sessions	15	16	10	44	25	17	36	29					192	202	-4.95%	
Offsite attendance			527	746	604	250	608	453					3,188	2,686	18.69%	
Offsite # of sessions			35	47	39	29	54	45					249	210	18.57%	

NOV 10 2011

**KEVIN A. SEAMAN**  
ATTORNEY AT LAW

Box 580  
Stony Brook, New York 11790  
TEL: (631) 751 - 3700  
FAX: (631) 751 - 3748  
E-MAIL: [kasbrown@optonline.net](mailto:kasbrown@optonline.net)

November 7, 2011

Camille S. Jobin-Davis, Esq.  
Assistant Director  
State of New York  
Committee on Open Government  
One Commerce Plaza  
99 Washington Avenue, Suite 650  
Albany, New York 12231

Re: Mastics-Moriches-Shirley Community Library

Dear Ms. Jobin-Davis:

I am counsel to the Mastics-Moriches Shirley Community Library; this correspondence is made in reply to yours of October 28, 2011 to the Library soliciting information on the matter of a claimed violation of the OML alleged by a Library staff member.

In fact, under the terms of Section 104 of the Act all meetings scheduled for one week or more later are to lead to notice to the news media and a conspicuous posting in one or more designated public locations at least 72 hours prior to the meeting; as to meetings scheduled less than one week in advance, to the extent possible, the news media is to be advised and the Library is to post a notice of such meeting a reasonable time prior to the meeting.

Herein, the Mastics-Moriches Shirley Community Library did fully comply with the dictates of Section 104 of the Act to the extent that it did place on the Library's bulletin board (located at the entrance to the Library) as of October 1 the notice of: "scheduled Board working sessions to be held Mondays, October 3, 10, 17 at 7:00 p.m. at the Library, 407 William Floyd Parkway, Shirley, NY 11967. The meetings are open to the public."

This notice was also placed on the Library's website and Facebook pages. Further, a notice of the meetings scheduled for the 10th, 17th and 24<sup>th</sup> of October was published in the Library's newspapers of record. As to the meeting referenced by Ms. Stephanie Kyle (October 3) there was no opportunity to provide for a publication of such meeting within the Library's newspapers of

record and, as you know, under the terms of Section 104 such written publication was not required.

Accordingly, the Mastics-Moriches-Shirley Community Library did, in fact, fully comply with the requirements of Section 104 of the Open Meetings Law. The correspondence of October 18, 2011 from Stephanie Kyle erroneously indicates that the "public bulletin board for notice of meetings" did not reference the meeting of October 3, 2011. She does correctly indicate that the Library's website and Facebook pages (properly) cited the subject meetings; she does not indicate that the Library's newspapers of record did indicate the dates, times and location of the meetings scheduled for October 10, 17 and 24, 2011.

Accordingly, we are not aware of any violations of the OML as, seemingly, suggested by Ms. Kyle. Indeed, in any event, the subject October 3 meeting only dealt with logistics pertaining to the subsequent scheduled three meetings and did not involve any substantive determinations.

Very truly yours,

A handwritten signature in black ink that reads "K A Seaman". The signature is written in a cursive style with a large, stylized initial "K".

Kevin A. Seaman

c Board of Trustees  
Director Kerri Rosalia  
Tara D'Amato, Assistant Director



**STATE OF NEW YORK  
DEPARTMENT OF STATE  
COMMITTEE ON OPEN GOVERNMENT**

---

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One Commerce Plaza, 99 Washington Ave., Suite 650  
Albany, New York 12231  
Tel (518) 474-2518  
Fax (518) 474-1927  
[www.dos.ny.gov/coog](http://www.dos.ny.gov/coog)

Executive Director

Robert J. Freeman

March 2, 2012

E-Mail

TO: Stephanie Kyle

FROM: Camille S. Jobin-Davis, Assistant Director

The staff of the Committee on Open Government is authorized to issue advisory opinions. The ensuing staff advisory opinion is based solely upon the facts presented in your correspondence, except as otherwise indicated.

Dear Ms. Kyle:

We have received your request for an advisory opinion regarding application of the Open Meetings Law to meetings held by the Board of Trustees of the Mastics-Moriches-Shirley Community Library. Specifically, you wrote that on a Monday night you saw all five members of the Board meeting together in one of the meeting rooms of the library. You stated that you checked for notice of the meeting in the local papers and the public bulletin board, but were only able to locate notice of a series of board meetings which were to be held on Monday nights during October on the library's website and Facebook page. You posed several questions, most of which pertained to a general review of the Open Meetings Law with specific regard to notice requirements.

Counsel to the Library responded to your inquiry by stating that notice of the series of meetings was posted on the library's bulletin board and that notice was given to the library's newspapers of record, and that such notice, although not required to be published, was published in such newspapers, with the exception of notice for the very first meeting (copy attached). In this regard, we offer the following comments.

First, regarding the notice requirement under the Open Meetings Law, §104 states that:

“1. Public notice of the time and place of a meeting scheduled at least one week prior thereto shall be given to the news media and shall be conspicuously posted



in one or more designated public locations at least seventy-two hours before such meeting.

2. Public notice of the time and place of every other meeting shall be given to the extent practicable, to the news media and shall be conspicuously posted in one or more designated public locations at a reasonable time prior thereto.

3. The public notice provided for by this section shall not be construed to require publication as a legal notice.

4. If videoconferencing is used to conduct a meeting, the public notice for the meeting shall inform the public that videoconferencing will be used, identify the locations for the meeting, and state that the public has the right to attend the meeting at any of the locations.”

In May of 2009, the Legislature added subdivision (5), set forth as follows:

“5. When a public body has the ability to do so, notice of the time and place of a meeting given in accordance with subdivision one or two of this section, shall also be conspicuously posted on the public body’s internet website.”

Section 104 now imposes a three-fold requirement: one, that notice must be posted in one or more conspicuous, public locations; two, that notice must be given to the news media; and three, that notice must be conspicuously posted on the body’s website, when there is an ability to do so. The requirement that notice of a meeting be “posted” in one or more “designated” locations, in our opinion, mandates that a public body, by resolution or through the adoption of policy or a directive, select one or more specific locations where notice of meetings will consistently and regularly be posted. If, for instance, a bulletin board located at the entrance of a library has been designated as a location for posting notices of meetings, the public has the ability to know where to ascertain whether and when meetings of the library board will be held. Similarly, every public body with the ability to do so should post notice of the time and place of every meeting online.

Second, if a series of meetings have been scheduled in advance to be held at particular times, the posting of a notice of a schedule of those meetings in a conspicuous public location, transmittal of that notice once to the news media and an online posting on the library’s website would in our view satisfy §104 of the Open Meetings Law regarding those meetings. The only instances in which additional notice would be required would involve unscheduled meetings that are not referenced in the notice. And, while it is not necessary that a public body post notice of its meetings on its Facebook page, due to the fairly widespread use of Facebook as an information tool, we would not discourage the library from doing so.

Therefore, if, for instance, the Board of Trustees establishes that its meetings will be held on, for example, the first and third Monday of every month at 6:30 p.m. at the Library, and if notice containing that information is posted on a bulletin board and on the website continuously and transmitted once to the local news media, we believe that the Board would satisfy the notice requirements imposed by the Open Meetings Law. Again, the only additional notice would involve unscheduled meetings. We point out, too, that although notice of meetings must be given

to the news media, there is no requirement that the news media print or publicize that a meeting will be held.

Finally, prior notice of a meeting is dependent upon when the meeting is scheduled. If a meeting is scheduled at least a week in advance, notice of the time and place must be given to the news media and to the public by means of posting in one or more designated public locations, not less than seventy-two hours prior to the meeting. If a meeting is scheduled less than a week in advance, again, notice of the time and place must be given to the news media and posted in the same manner as described above, "to the extent practicable", at a reasonable time prior to the meeting. Therefore, if, for example, there is a need to convene quickly, the notice requirements can generally be met by telephoning the local news media and by posting notice online and in one or more designated locations.

Further, specifically in regard to emergency meetings, the judicial interpretation of the Open Meetings Law suggests that the propriety of scheduling a meeting less than a week in advance is dependent upon the actual need to do so. As stated in Previdi v. Hirsch:

"Whether abbreviated notice is 'practicable' or 'reasonable' in a given case depends on the necessity for same. Here, respondents virtually concede a lack of urgency: They deny petitioner's characterization of the session as an 'emergency' and maintain nothing of substance was transacted at the meeting except to discuss the status of litigation and to authorize, pro forma, their insurance carrier's involvement in negotiations. It is manifest then that the executive session could easily have been scheduled for another date with only minimum delay. In that event respondents could even have provided the more extensive notice required by POL §104(1). Only respondent's choice in scheduling prevented this result.

"Moreover, given the short notice provided by respondents, it should have been apparent that the posting of a single notice in the School District offices would hardly serve to apprise the public that an executive session was being called...

"In White v. Battaglia, 79 A.D. 2d 880, 881, 434 N.Y.S.2d 637, lv. to app. den. 53 N.Y.2d 603, 439 N.Y.S.2d 1027, 421 N.E.2d 854, the Court condemned an almost identical method of notice as one at bar:

"Fay Powell, then president of the board, began contacting board members at 4:00 p.m. on June 27 to ask them to attend a meeting at 7:30 that evening at the central office, which was not the usual meeting date or place. The only notice given to the public was one typewritten announcement posted on the central office bulletin board...Special Term could find on this record that appellants violated the...Public Officers Law...in that notice was not given 'to the extent practicable, to the news media' nor was it 'conspicuously posted in one or more designated public locations' at a reasonable time 'prior thereto' (emphasis added)" [524 NYS 2d 643, 645 (1988)].

March 2, 2012

Page 4

Based upon the foregoing, absent an emergency or urgency, the Court in Previdi suggested that it would be unreasonable to conduct meetings on short notice, unless there is some necessity to do so.

Finally, the link below is information from our website regarding the Open Meetings Law for further reference. We hope that we have been of assistance.

cc: Kevin Seaman, Esq.  
Chair, Board of Trustees of the Library

CSJ:sb

[http://www.dos.ny.gov/coog/Right\\_to\\_know.html#oml](http://www.dos.ny.gov/coog/Right_to_know.html#oml)

**Memo: To the Board of Trustees, March 26, 2012**

**From: Tara D'Amato, Assistant Director**

### **Administration**

- In February, I spend a lot of time working with the various Collection Development Committee chairs to rehearse, finalize and edit their reports to the Board.
- Preparations for the budget vote and trustee election have included submitting legal notices, preparing and certifying trustee petitions, and preparing absentee balloting material. Legal and required wording for the Newsletter was vetted.
- I worked closely with Director Rosalia and the Department heads to create a statistical article for the newsletter highlighting important library use data for the year. Sara Roye our graphic designer and Rachel our newsletter editor did a wonderful job of "making the numbers come alive!" We hope the newsletter article generates some more interest in the types of services we provide.
- I was honored to be able to attend the PLA Conference in Philadelphia last week, it was the first time I have been to a national level conference in over nine years! A preconference session titled Civic Engagement through Dialogue was an especially valuable opportunity. In this intensive two-day course, I learned techniques for facilitating civic discussion groups based on shared reading/viewing experiences. Through role playing and practice, I feel confident that this is a technique worth trying in our outreach efforts with community groups. I was also able to meet with and attend demonstrations of library products from various vendors.
- Currently, I am coordinating a new online staff training platform called WeComply which will allow us to implement safety, ethics and other mandatory training modules to all our staff via distance learning over the internet. We are setting up the system this month and plan to activate training in April.

### **Community Service**

- I attended the seasonal District Wide PTO meeting in March at the Middle School. This meeting helps all the individual PTO groups at the schools coordinate and communicate. I presented information about the updated ad hoc building committee process, a child care care fair being hosted by our CPSD department, and a presentation by a Holocaust survivor.
- We are preparing for some Spring outreach events which include: attending two Easter Egg hunts and having library information tables set up; and sponsoring children's

activities at the local Rotary Pancake Breakfast. A committee of staff members is meeting this month to work on plans for van and outreach activities throughout the summer.

- Harry Lugo our custodian once again prepared our Giant Book Float for a local parade. This year, we participated in the Moriches Chamber of Commerce St. Patrick's Day parade for the first time. Our float won *Third Place* in the professional float competition! Not bad for a first try. The Library was also honored that one of our employees, CPSD Page Amanda Guinta - a William Floyd HS Senior has been named Princess of the 2012 Parade. She wrote a winning essay on famous Irish Americans of the 20th century and will receive a scholarship.

### **Friends of the Arts**

- Twenty children in grades three through 6<sup>th</sup> grade have signed up for the Seussical theatre workshop and began rehearsals last weekend. There is a lot of enthusiasm for the production and the Community Summit is working diligently to spread the word about the upcoming performances. We plan to have tickets on sale soon for the three community performances to take place on April 20 and 21.

### **Meetings Attended**

March 6 – Manorville Chamber of Commerce Meeting

March 7 – District Wide PTO meeting, Wm. Floyd

March 12-16 - Public Library Association Conference

## Board of Trustees Meeting March 26, 2012

- **New York State Annual Library Report**
  - After being approved at the last Board Meeting, this report was successfully filed online
  - A hard copy of the report has been sent to the Suffolk County Library System for their files
  
- **Internal Revenue Service Form 1096**
  - Successfully filed annual information return with the Internal Revenue Service
  
- **Fire Alarm System Inspection**
  - Completed our first semi-annual inspection with our new vendor
  - The servicing technician's report was unremarkable
  
- **Meetings**
  - UTICA Workers' Compensation insurance premium audit
  - Met with auditor for annual review of payroll records
  - Should have their audit findings in several weeks
  - Employee Assistance Program (EAP); our committee met with local representative to discuss updates to this important employee benefit

- **Empire National Bank**

- We received word from the bank's President & Chief Operating Officer that due to continuing financial markets pressure, they will be lowering our interest rate in the near future
- We will continue to monitor this situation, but we continue to enjoy a competitive rate of return on our savings and operating monies

- **Continuing Education**

- Attended a *CareerTrack* training event earlier this month

- **QuickBooks Upgrade**

- Our IT Department has installed/upgraded our financial software package
- The transition is going smoothly, and everything is operating as expected at this time



# 2012-2013 Budget Vo

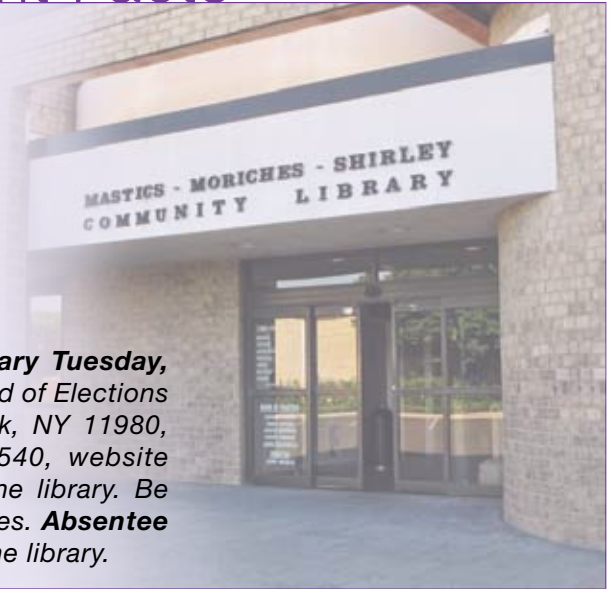
## Annual Library Vote Important Facts

**DATE:** Tuesday, April 3, 2012  
**TIME:** 9 a.m. – 9 p.m.  
**LOCATION:** The Community Library

**Who Can Vote?** *Anyone who is ...*

1. *at least 18 years of age;*
2. *a citizen of the United States;*
3. *a resident of the William Floyd School District for at least 30 days;*
4. *already registered to vote.*

*If you are not registered, you can register to vote at the library Tuesday, March 27, 9:00 a.m. – 9:00 p.m., or with the Suffolk County Board of Elections by mail or in person ( P.O. Box 700, Yaphank Avenue, Yaphank, NY 11980, phone (631) 852-4500, fax (631) 853-4590, TTY (631) 853-4540, website <http://www.suffolkcountyny.gov>). Applications are available in the library. Be sure to check with the Board of Elections for registration deadlines. **Absentee applications:** applications for absentee ballots are available in the library.*



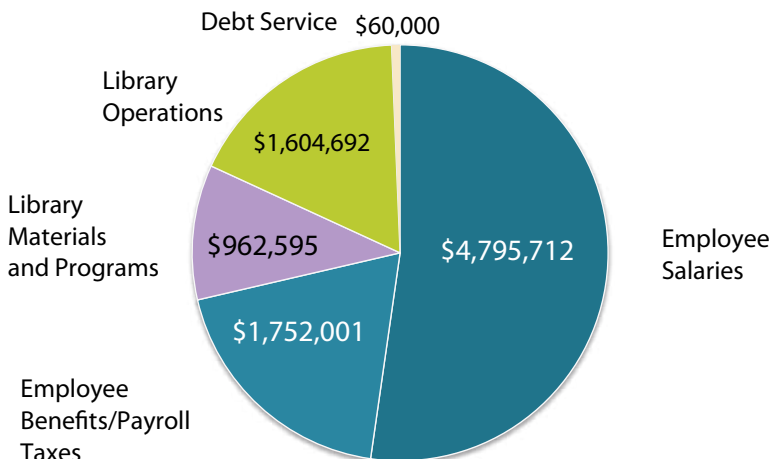
The library's annual vote is for two purposes: **to vote on the library budget for 2012-2013** and **to elect one trustee**, whose 5-year term will commence July 1, 2012. The proposed budget maintains the existing level of programs and services the community has come to expect. The board members are cognizant of the intent of the recently enacted New York state tax cap and therefore worked very hard with our library administration to keep this year's operating budget **under the mandated 2% tax cap**. The proposed budget represents a **1.76% increase**.

We are requesting these additional revenues in part to fund the mandated contributions to the NYS Retirement System and the NYS Health Insurance Plan, while earmarking additional funds for our facility line. **The**

**proposed budget is not intended to address all the needs of the physical building**, but it may, however, address any immediate concerns should a system malfunction or a piece of equipment need immediate replacement.

The **board members and library staff thank you** for your ongoing support of our wonderful Community Library. As the numbers on the cover of our newsletter show, you take full advantage of the resources and services by using your library cards on a regular basis. We know it is the **smartest card in your wallet!** ■

Our Library Budget





# te on April 3

## Mastics-Moriches-Shirley Community Library FY 2012-2013 Operating Budget (DRAFT)

	2011-2012	2012-2013	SUBTOTALS
<b>Employee Salaries</b>			
Professional	\$2,379,210	\$2,348,170	
Clerical	\$1,746,922	\$1,688,394	
Page	\$419,744	\$361,980	
Custodial	\$224,806	\$225,874	
Security	\$166,029	\$171,294	\$4,795,712
Employee Insurances & Benefits	\$663,207	\$711,500	
NYS Retirement- Mandatory Contribution	\$620,992	\$664,196	
Payroll Taxes	\$376,785	\$376,305	\$1,752,001
<b>Materials and Programs</b>			
Books and Periodicals	\$416,025	\$421,025	
Recordings and Videos	\$222,200	\$232,700	
Electronic Resources	\$83,250	\$83,250	
Programs (Adult, Teen and Childrens)	\$190,620	\$225,620	\$962,595
<b>Library Operations</b>			
Equipment and Equipment Maintenance	\$286,415	\$286,415	
Telecommunications	\$60,000	\$50,000	
Printing and Postage	\$189,775	\$190,275	
Supplies	\$95,000	\$95,000	
Contracts- Suffolk Cooperative Library System	\$110,000	\$95,000	
Insurance	\$68,250	\$50,000	
Professional Fees	\$122,770	\$135,250	
Administrative	\$66,400	\$68,900	
Facilities	\$416,600	\$633,852	\$1,604,692
<b>Debt Service</b>			
Tax Anticipation Note Interest	\$100,000	\$60,000	\$60,000
<b>TOTAL OPERATING BUDGET</b>	<b>\$9,025,000</b>	<b>\$9,175,000</b>	<b>\$9,175,000</b>
Less: Anticipated Income	\$485,000	\$485,000	\$485,000
(Contract Revenue, Fines, State Aid, etc.)			
<b>TOTAL TAX LEVY</b>	<b>\$8,540,000</b>	<b>\$8,690,000</b>	<b>\$8,690,000</b>

Voting will take place on Tuesday, April 3, 2012, from 9:00 a.m. to 9:00 p.m. at the Community Library. In order to vote, you must be: (1) 18 years of age or older, (2) a citizen of the U.S., (3) a resident of the district for at least 30 days, and (4) registered to vote. Voters may register at the library from 9:00 a.m. to 9:00 p.m. on March 27, 2012.

**The estimated tax rate associated with the proposed operating budget is \$25.17 per \$100 of assessed valuation, which equates to an estimated increase of \$10.86 annually or an increase of \$.90 per month for an average household (based on an assessed valuation of \$2,500).**

Due to anticipated repairs to the library, budget line appropriations are subject to change. However, should a change be necessary, the tax levy would remain unchanged at \$8,690,000. A five-member Board of Trustees elected by the voters of the district governs the library.

If you have any questions about this proposed budget, please contact Kerri Rosalia, library director, at (631) 399-1511 ext. 200.



# Children & Parents

Rachel Wyneken  
Department Head

## March 2012 Board Report

CPSD is ready for spring and planning for summer. Once again, part-time librarian Alana Andresen and part-time clerk Charlene Dulay have showcased their artistic talents in the room décor, highlighting spring and poetry (April is National Poetry Month).

The return of the chicks to the Discovery Center is another harbinger of spring. This year we're highlighting other members of the animal kingdom as well, including mice and frogs. Look for the first batch of chick eggs during the first week of April.



Spring always brings with it the Spring Conference of the Youth Services Section of the New York Library Association. Long Island children's librarians are lucky this year because it is being held at the Islip Airport Holiday Inn. Four CPSD librarians will be attending to share and learn with colleagues. The theme is *Diverse Communities: Meeting the Challenge*. Our own Pat Mininni and Sylvia Maurer are serving on a panel that will highlight the many ways the Mastics-Moriches-Shirley Community Library provide outreach to preschoolers in the community.

Pat is also offering our community its annual Child Care Fair on Sunday, April 29, which provides a positive, convenient setting for local preschool and child care agencies and parents searching for their services to meet with each other.

Andrea Malchiodi did some spring cleaning at the reference desk to improve efficiency, which we are particularly concerned about in anticipating the regular increased activity of the summer. The department has lost both floor clerks and pages through attrition, and will be losing more when high

school graduates go away to college. Both the clerks and pages are heavily involved with activity at the reference desk, including computer signup, videogame and accessory retrieval, etc. There are times now that there is no floor clerk available to work, which means the librarian at the desk functions as both clerk and librarian. This invariably leads to patrons waiting longer for service.

This logjam at the reference desk will only get worse once the summer arrives, when the summer reading club activity is added and computer use during the day multiplies. In an effort to make computer signup less staff intensive, beginning in May CPSD will use the software that the other departments have been using that allows patrons to sign themselves on to the computers.

As I mentioned in last month's report, we continue other preparations for the summer. Prizes are arriving, programs are being planned and a date has been set to shoot our Summer Reading Club promotion video. Like this year's reading club theme, CPSD Dreams Big



# Adults

## March 2012

Josephine Wuthenow  
Department Head

### **Mass Inventory of the Video Room**

On March 9, RASD Pages Linda, Corey, Mathew, Samantha, Mandy, Michael, and Danielle from CPSD completed a mass inventory of the DVD collection in our Video room Friday night from 6-9:45pm.

RASD Clerk Ellen Campbell assisted in the supervision of the project. I ran the inventory lists from 6-8pm. Materials checked include all NEW titles, Documentaries, Entertainment films, TV shows, and Foreign Films. A total of 16, 262 items were inventoried with 5.5% of those items not found on the shelf.

Shelf Checks will take place on a weekly basis to verify items are actually missing.



Alexandra Kaloudis  
RASD Librarian

### **Customer Service**

The RASD is always looking for ways to increase our capacity to deliver and improve reference services. Adult Reference Librarians will now be stationed in the **Media Room, Readers' Advisory Desk,** and of course the **Reference Desk.** This is another step in taking away the focus of the one main reference desk and delivering information where the patrons use the library.



Josephine Wuthenow,  
RASD Department Head

### **Readers' Corner Blog Update**

Despite being the shortest month of the year, February 2012 had a record number of page views on the Readers' Corner blog, clocking in at 1,931.

The 5 most viewed posts this month were:

- Forget Romney and Santorum...Re-elect Taft!
- Just released... 'Home Front' and 'The Fear Index'
- The original 'John Carter' stories
- Good Christian Bitches' controversial debut novel
- Reader Review: 'The Help' by Kathryn Stockett



Carolyn Walsh,  
part-time RASD Librarian

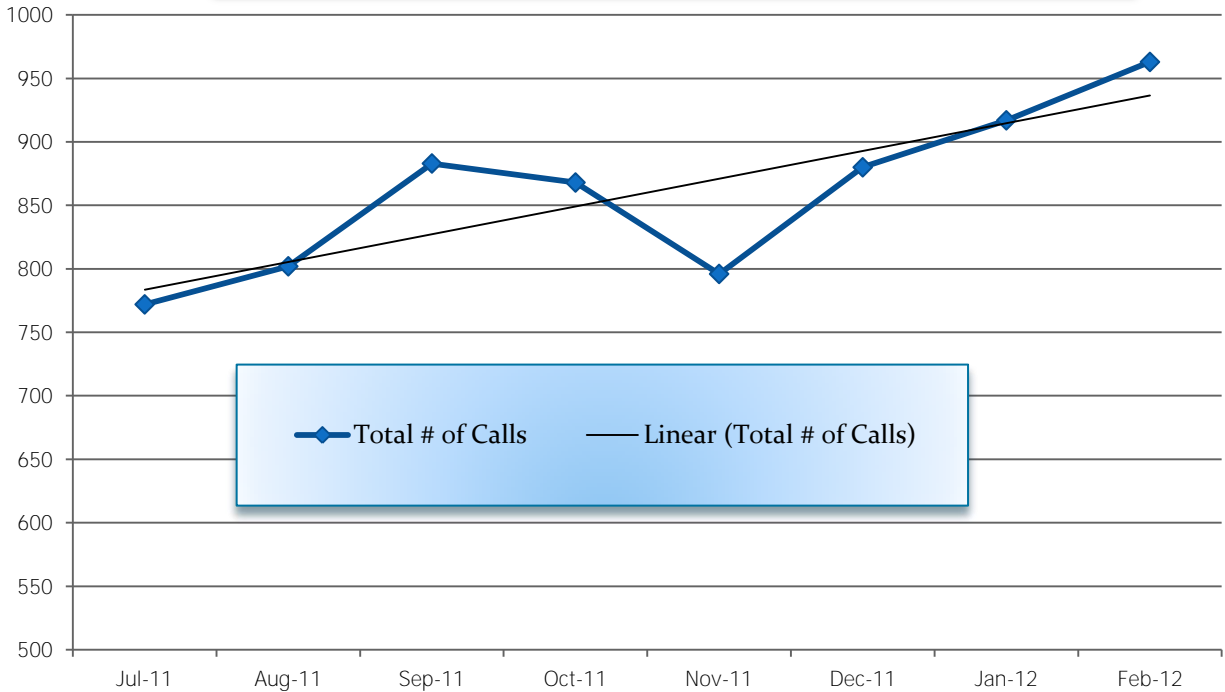
## RASD Program Statistics (July – February FY 2011 – 2012)

Program Categories	ADULTS		SENIORS		18 - 24 yr. olds	
	Total Attended	Total Sessions	Total Attended	Total Sessions	Total Attended	Total Sessions
Yoga	855	30	0	0		
Info./Instructional	1256	242	712	35	12	2
Entertainment	2416	33	457	51	593	41
Crafts	376	37				
Cooking	309	14				
Book Discussions	109	16				
Bus Trips	45	1				
Career Counseling	66	24				
Computer Classes	172	16				
SCORE (Small Business Counseling)	30	15				
<b>Totals</b>	<b>5,634</b>	<b>428</b>	<b>1169</b>	<b>86</b>	<b>605</b>	<b>43</b>
<b>Totals for Adult &amp; Senior Programs</b>	<b>7,408</b>	<b>557</b>				

Computer Usage			
Month	Patron Users	Guest Users	Total
July	3931	513	4444
August	4705	572	5277
September	4358	504	4862
October	4657	476	5133
November	4314	497	4811
December	4118	471	4589
January	4613	486	5099
February	4091	489	4580
March			0
April			0
May			0
<b>GRAND TOTAL</b>	<b>34787</b>	<b>4008</b>	<b>38795</b>

Attendance Percentages	
<b>Adult Programs</b>	
Yoga	15%
Info./Instructional	22%
Entertainment	43%
Crafts	7%
Cooking	5%
Book Discussions	2%
Bus Trips	1%
Career Counseling	1%
Computer Classes	3%
SCORE (Small Business Counseling)	1%
	100%
<b>Senior Programs</b>	
Info./Instructional	61%
Entertainment	39%
	100%
<b>18 - 24 yr. old Programs</b>	
Info./Instructional	2%
Entertainment	98%
	100%

## RASD Pages helped 6881 Patrons with Copies and Faxes



Copy/Fax Machine Usage FY 2011-12			
	Copy Calls	Fax Calls	GRAND TOTALS
<b>Jul-11</b>	501	271	<b>772</b>
<b>Aug-11</b>	523	279	<b>802</b>
<b>Sep-11</b>	535	348	<b>883</b>
<b>Oct-11</b>	530	338	<b>868</b>
<b>Nov-11</b>	494	302	<b>796</b>
<b>Dec-11</b>	526	354	<b>880</b>
<b>Jan-12</b>	551	366	<b>917</b>
<b>Feb-12</b>	585	378	<b>963</b>
<b>Mar-12</b>			<b>0</b>
<b>Apr-12</b>			<b>0</b>
<b>May-12</b>			<b>0</b>
<b>Jun-12</b>			<b>0</b>
<b>TOTALS:</b>	<b>4245</b>	<b>2636</b>	<b>6881</b>



# Museum Pass Program

## Pass Usage Statistics Perpetual

Reporting Period: February 1, 2012 Through February 29, 2012

Number of Museums: 9. Our usage for 3 museums are down; Long Island Museum of American Art, History & Carriages, and Old Westbury Gardens. We no longer subscribe to Mystic Seaport; it is only listed still for past usage statistics.

Museum	# of Uses	% of Total
American Museum of Natural History	13	37.1%
Cold Spring Harbor Whaling Museum	3	8.6%
Cradle of Aviation	4	11.4%
Intrepid Air & Space Museum	4	11.4%
Long Island Children's Museum	6	17.1%
LI Museum of American Art, History & Carriages	0	0.0%
Museum of Modern Art	5	14.3%
Mystic Seaport	0	0.0%
Old Westbury Gardens	0	0.0%
<b>Total Uses During Period</b>	<b>35</b>	<b>100.0%</b>

Museum	# of Uses	Minimum Savings \$	Average Savings \$	Maximum Savings \$
American Museum of Natural History	13	13.00	32.50	52.00
Cold Spring Harbor Whaling Museum	3	18.00	100.50	183.00
Cradle of Aviation	4	36.00	86.00	136.00
Intrepid Air & Space Museum	4	96.00	526.00	956.00
Long Island Children's Museum	6	0.00	0.00	0.00
LI Museum of American Art, History & Carriages	0	0.00	0.00	0.00
Museum of Modern Art	5	100.00	210.00	320.00
Mystic Seaport	0	0.00	0.00	0.00
Old Westbury Gardens	0	0.00	0.00	0.00
<b>Total Potential Savings:</b>	<b>35</b>	<b>\$263.00</b>	<b>\$955.00</b>	<b>\$1,647.00</b>

## Patrons' Savings Provided by Museum Pass Circulation

Reporting Period:

February 1, 2012

through February 29, 2012

Number of Museums: 9

*\*Minimum Savings: Amount of money saved by patrons using the museum pass if only 1 person attended per use*

*\*Maximum Savings: Potential Maximum money saved by patrons if maximum number of people attended that a pass allows per use*

If the # of Uses for a Museum is greater than zero and the dollar Savings columns are zero for that museum, you must enter the pricing information for that Museum in the Museum Maintenance Program in order to show savings on this report. A call is in as to why Long Island Children's Museum is showing no savings. The call was not returned in time for this report.

# Teen Services Department — March 2012

## Teen Programs February 2012

Program Category	# of programs	Total Attendance
Drop In Programs	8	53
On the Road (off site programs)	2	26
Crafts and Food	5	73
Entertainment	13	182
Reading	6	24
Arts	3	35
Enrichment	2	12
Planning Ahead	1	3
Class Visits	6	69
<b>TOTAL PROGRAMS ATTENDANCE</b>	<b>46</b>	<b>477</b>

Each month, I report the Teen Department's program types and attendance, so that you can see what kind of programs we deliver and how they are received. I thought it would also be helpful for the board to see the yearly **average** attendance of some of our frequent programs. As you can see, our weekly GAME ON videogame program continues to be popular, drawing an average of 21 teens each week. Other programs, while they do not have the same draw, bring back the same teens again and again, allowing us to build rapport with them and respond to their needs via programming and collection development.

## 2011 Teen Programs—average attendances

<b>Drop In Game Club</b>	<b># of programs:</b> 45	<b>Share a Book</b>	<b># of programs:</b> 7
	Average attendance: 4		Average attendance: 3
<b>Drop In Guidance</b>	<b># of programs:</b> 50	<b>Illustrators/Camera Club</b>	<b># of programs:</b> 45
	Average attendance: 11		Average attendance: 12
<b>Drop In Art Club</b>	<b># of programs:</b> 43	<b>Class Visits</b>	<b># of programs:</b> 25
	Average attendance: 5		Average attendance: 11
<b>Drop In Crafty Teens</b>	<b># of programs:</b> 45	<b>Finding Your First Job</b>	<b># of programs:</b> 2
	Average attendance: 11		Average attendance: 5
<b>Game On!</b>	<b># of programs:</b> 44	<b>Crafts</b>	<b># of programs:</b> 35
	Average attendance: 21		Average attendance: 13
<b>Bingo</b>	<b># of programs:</b> 6	<b>Chocolate Programs</b>	<b># of programs:</b> 8
	Average attendance: 13		Average attendance: 13
<b>Movie Programs</b>	<b># of programs:</b> 15	<b>On the Road programs</b>	<b># of programs:</b> 26
	Average attendance: 8		Average attendance: 13
<b>Jeopardy</b>	<b># of programs:</b> 11	<b>Healthy Meals</b>	<b># of programs:</b> 7
	Average attendance: 9		Average attendance: 15
<b>Battle of the Books</b>	<b># of programs:</b> 29		
	Average attendance: 6		



Lorraine Squires — Head, Teen Services Department



# Teen Services Department—March 2012—pg 2

## February 2012 Teen Desk Statistics - by time slots

	Mondays		Tuesdays		Wednesdays		Thursdays		Fridays		Saturdays		Sundays		# Ref Ques TO-TAL	# Other Req TO-TAL	TOTAL # of ques per time slot	# of days	Avg # Refr Ques / day	Avg # Othe Req/ Day	Avg Total Ques/ Day	
	# Ref Ques	# Othe r Req	# Ref Ques	# Othe r Req	# Ref Ques	# Othe r Req	# Ref Ques	# Othe r Req	# Ref Ques	# Othe r Req	# Ref Ques	# Othe r Req	# Ref Ques	# Othe r Req								
9am - 1pm	1	14	8	23	9	15	14	13	2	0	18	19	NA	NA	52	84	136	24	2.17	3.50	5.67	9am - 1pm
1pm - 5pm*	18	40	15	77	40	103	14	33	13	39	13	72	16	46	129	410	539	28	4.61	14.64	19.25	1pm - 5pm*
5pm - 9pm	31	65	11	44	19	39	12	56	NA	NA	NA	NA	NA	NA	73	204	277	16	4.56	12.75	17.31	5pm - 9pm
comb.	50	119	34	144	68	157	40	102	15	39	31	91	16	46	254	698	952	28	9.07	24.93	34.00	comb.
#of days	3	3	4	4	5	5	4	4	4	4	4	4	4	4								#of days
avg # ques 9a-1p	0.3	4.7	2.0	5.8	1.8	3.0	3.5	3.3	0.5	0.0	4.5	4.8	NA	NA	Notes:							
avg # ques 1p-5p	6.0	13.3	3.8	19.3	8.0	20.6	3.5	8.3	3.3	9.8	3.3	18.0	4.0	11.5	Reference Questions: Readers Advisory, Homework Help, Reference, Do you have _____? (Specific title/author/artist), Reserve/ILL item(s),and Internet Searching/Computer Help							
avg # ques 5p-9p	10.3	21.7	2.8	11.0	3.8	7.8	3.0	14.0	NA	NA	NA	NA	NA	NA	Other Requests: Program Signup and Information, Directional ("Where is the program?"), Computer Signup/Time Extension/Printing/Computer Troubleshooting, Retrieve video game(s), Needs supplies/headphones/etc, Other							
avg ques/day	16.7	39.7	8.5	36.0	13.6	31.4	10.0	25.5	3.8	9.8	7.8	22.8	4.0	11.5								
	Mondays		Tuesdays		Wednesdays		Thursdays		Fridays		Saturdays		Sundays									
	# Ref Ques	# Othe r Req	# Ref Ques	# Othe r Req	# Ref Ques	# Othe r Req	# Ref Ques	# Othe r Req	# Ref Ques	# Othe r Req	# Ref Ques	# Othe r Req	# Ref Ques	# Othe r Req	*1pm - 5pm includes 1-7:30pm Fridays and 12-4p Sundays							



Lorraine Squires — Head, Teen Services Department

<u>February 2012 Teen Desk Questions Statistics</u>	
01 Readers Advisory	14
02 Homework Help	3
03 Reference	36
04 Do you have _____? (specific book, cd, videogames etc)	127
05 ILL/Reserve Item	49
06 Internet Searching/Computer Help	25
All Reference Requests	254
07 Program Signup and Information	111
08 Directional	20
09 Computer Signup/Time Extension/Printing/Computer Troubleshooting	421
10 Retrieve video game(s)	76
11 Needs supplies/headphones/ etc	28
Other	27
Directional/Other Requests	683
<b>Total Requests</b>	<b>937</b>



# Teen Services Department—March 2012—pg 4

## Teen Staff Department Reports:

**From Tom Casper—Kaylee LaSpisa is a wonderful teen artist. She attends Illustrator's Workshop, Camera Club and is here every Wednesday for Art Club with Nancy. She often travels with her family to Montana and Florida. Here are some photos from her travels:**



Lorraine Squires — Head, Teen Services Department

## Teen Staff Department Reports:

**From Kerrilynn Hurley:** On Tuesday, March 6th, I went up to Albany for Library Advocacy Day with the Suffolk County Library Association's annual bus trip. We met with Kenneth LaValle and Lee Zeldin's aides to discuss the need for more funding from the State to support our libraries. Along with my colleagues, we voiced our concerns about budget cuts in the midst of an increase in library usage. The day was an overall success!

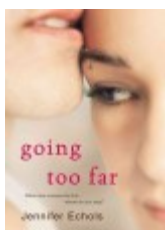
**From Mary Maggio:** The first entry to the GREAT READS Blog was on December 12, 2009. It now contains over 340 book reviews. It began with me writing all the reviews as a way to introduce teens to new and "sleeper" books they might enjoy. Since that first entry, the Blog has quickly grown to include teen and staff reviews. We have integrated it into a student volunteer program (Teen Book Reviewers) and the book reviews teens submit to our reading clubs are put on the Blog also. The GREAT READS Blog is a work in progress that will continue to grow with each new entry.

Sample Reviews from <http://juniebeth.wordpress.com/>



Teen Review: **Lock and Key** by Sarah Dessen

This book was the best book I ever read. It helped me realize that you can start over with a clean slate. Also that it is good to be hopeful. Always be hopeful because it will bring you more opportunities. I recommend this book to people of all ages because it really isn't too hard or too easy and everyone could understand and relate to it.\*\*\*\*\*



Staff Review: **Going Too Far** by Jennifer Echols

Forced to spend her spring break in a Birmingham, Alabama suburb, riding along with an attractive rookie police officer on the night shift, 17 year old Meg finds herself falling unexpectedly in love. If you like a lead character with a mind of her own, and to curl up with a good romance, check this one out.  
—Review by Mrs. Maggio



Lorraine Squires — Head, Teen Services Department

## Teen Staff Department Reports:

From Stephanie Kyle:

### Advanced Battle of the Books

Four very dedicated high school teens have been reading and meeting to practice for the Advanced Battle of the Books competition that takes place on March 16th at the Sachem Public Library. Tom Casper and myself expect Bradley McBride, Mark Noonan, Emily LaSpisa and Jessica Johnsen to do very well on Friday.

### Enrichment

Numerous teens with special needs have been enjoying programs that are designed just for them such as crafts, desserts and games. Not surprisingly sweets are always the favorite pulling in the most amount of teens. Parents are enjoying the programs almost as much as the teens.



Lorraine Squires — Head, Teen Services Department

## Circulation Stats:

**Circulation Activity: 66,089 in total**

**Staff Assisted Checkouts 39,882—Self Checkouts 18,367**

**Renewals—6,430—Digital Checkouts 1,410**

**Physical Visitors: 28,144    Current Card Holders: 43,290**

**New Cards issued: 355**

**MMSCL District Patrons 308—Out of District Contract Patrons 47**

**Meeting Room Usage: Number of rooms booked by district organizations—95  
Number of community residents in attendance—602**

## Department News:

In last month's board report I stated I am currently looking for ways to reduce the strain on an already stretched staff without adding more staff and to date I am in the process of implementing minor changes to the circulation desk to reach this goal. In anticipation of "Open Holds" the circulation staff is concentrating on various ways to reduce patron bottle necking at the front door and at the same time improve the flow of returns and checkouts. We will install a desk top return bin at circulation in order to reduce the amount of time patrons have to wait at the front door for a clerk to assist them hence reducing bottle necking but still processing their returns in a timely manor. Another option we have is to turn an existing unmanned computer terminal into a self checkout terminal located within very close proximity to "Open Holds" which will allow patrons to pick up their holds, checkout and go all with easy access to staff if patrons require assistance with the process.

## Department Head Note:

I would like to thank the Board of Trustees for adopting the motion of moving forward with "Open Holds" at the February Board Meeting. The Circulation staff is eager to get this process under way and are currently trying to anticipate any bumps prior to actually putting the reserves on the floor, so far so good!

## March 2012 Literacy Board Report



**Literacy Conversation Partners** are up and running in the building. Close to 80 hours of volunteer literacy tutoring has been logged by our new partners for the month of February. Students and partners alike are thrilled with the program. Once again our biggest challenge is finding space for our partners to work in. All are being flexible though and I'd say we're off to a great start.



**Naturalization** Congratulations to another New American. On Feb 23, 2012 Ping Zhao passed his citizenship interview. He was anxious to report on his experience to his fellow citizenship classmates at Tuesday's class at William Floyd High School. Student sharing is a very encouraging component of our citizenship class. It inspires and enlightens those waiting to go through the process.



**Saturday Classes** Two Saturday morning ESOL literacy classes were added in September as a result of the NYS Department of Education Division of Library Services grant. These classes are proving very successful with attendance topping out at 20 adults and 18 children attending the 10:00a.m. session on Saturday, March 3<sup>rd</sup>. The grant enables us to offer Spanish computer classes to these families as well. Saturday classes were offered in the past without the same success rate. The difference this time around is our being able to offer early childhood immersion for the toddlers and age appropriate activities for the school age youngsters. Once again it's a successful partnership with our Children's and Parents' Services Department.



### Spanish Speaking Library Clerk

We're very happy to welcome Dana Mester to the literacy office as our new Spanish Speaking Library Clerk. Dana is originally from Romania. She's unique in that she can speak seven languages. Dana's heart is truly in literacy as we first met her when she came to the office to become a Conversation Partner. We're very happy to have her on board.



Carmen Navarro-Gao and Beth Donovan are leaving for San Diego, California on March 22<sup>nd</sup> to present at the 21<sup>st</sup> National Conference on Family Literacy. The National Center for Family Literacy recognizes the need to establish relationships with libraries. They are extremely impressed with our family literacy program and hope other libraries use our program as a model for what can be done across the country.



Our **Family Literacy Project, Inc. Annual Book Sale** will be held at the library on Friday April 13<sup>th</sup> and Saturday April 14<sup>th</sup> 9:30-4:00 p.m. Pictured here is a very happy book sale shopper from last year. Esteven Gonzales is a LEFA child participant and he loves books.

**REPORT OF PERSONNEL CHANGES  
SUFFOLK COUNTY DEPARTMENT OF CIVIL SERVICE**

**DATE PREPARED  
03/26/12**

**JURISDICTION: MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY PAGE 1 OF 1**

NATURE OF CHANGE	NAME AND ADDRESS POSITION CONTROL #	SOCIAL SECURITY NUMBER	TITLE	SALARY	IF P/T, INCL # OF HRS PER WK AND PROJECTED ANNUAL SALARY	EFFECTIVE DATE	DUTIES STATEMENT # OR NAME OF PREVIOUS INCUMBENT
RE	Lazio, Emily E.		Librarian Trainee – Children’s Services	\$23.96/hr		01/31/12	
APT	Lazio, Emily E.		Librarian I - Children’s Services	\$24.72/hr		02/01/12	
TRS	Smith, Suzanne		Library Clerk	\$17.32/hr		02/24/12	
TRS	Young, Stephen		Page	\$8.46/hr		02/25/12	
TRS	Carioto, Jo Ann		Library Clerk	\$23,543.00		02/29/12	
TRS	Thomas, Keiasha		Page	\$8.46/hr		03/09/12	
LA/EXT	Landau, Dorothy		Page			06/30/12	

DID YOU: 1. Submit a Duties Statement for all new positions or when refilling those for which DS is over five years old?  
 2. Request and canvass an eligible list for all competitive positions?  
 3. Submit Application for Employment (CS-205) on all provisional, temp and non-competitive appointments? Fill in jurisdiction and appointment date at bottom of application.  
 4. Submit a personnel change on the previous incumbent shown above?

The above changes are hereby certified as being in accordance with Civil Service requirements.

APPROVED                       DISAPPROVED  
 APPROVED AS NOTED

\_\_\_\_\_  
 Signature of Appointing Authority



March 1, 2012

Ms. Kerri Rosalia  
MMS Community Library  
407 William Floyd Parkway  
Shirley, NY 11967-3492

Dear Ms. Rosalia:

Hello. I just wanted to write a quick note to inform you of an employee that my family looks up to. Her name is Lorraine Squires. She is an amazing woman and probably doesn't realize how important she is to my family. I am not sure if you have any kids, but if you do then you know that every kid is different.

My child was never big into reading until we meet Lorraine. Ever since 8<sup>th</sup> grade she has been reading non-stop and I owe all the credit to Lorraine for helping her find just the right books.

One of the hardest things about being a parent is trying to figure out how to motivate your child without forcing it upon them. With Lorraine's wisdom, patience, knowledge and passion for books she has made my life so much easier with my children.

I don't think Lorraine Squires realizes how important she really is to our community. Please tell her, "thank you".

Sincerely,

A handwritten signature in black ink, appearing to read "Deirdre Woodford", written over a horizontal line.

Deirdre Woodford  
18 Wright Road  
Manorville, NY 11949  
(631) 909-1188 (h)  
(631) 506-1723 (c)

# 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

March 7, 2012

Kerri Rosalia  
Mastics-Moriches-Shirley Community Library  
407 William Floyd Pkwy.  
Shirley, N.Y. 11967-3492

Re: 2012 SCLA Advocacy Day bus

Dear Kerri:

Even though we did not get to chat, it was so nice to see you yesterday in Assemblyman Thiele's office. I did just want to take a moment to let you know what a great help Stephen Burge was on the SCLA bus for Advocacy Day. His help and his cheerful attitude made the trip extremely pleasant as well as helping in making things go so much smoother.

Thank you for your support of Advocacy Day,



Samantha Alberts

cc  
Kevin Verbese  
Diane Eidelman

Mastics-Moriches-Shirley  
Community Library  
407 William Floyd Parkway  
Shirley, NY 11967

March 19, 2012

Dear Ms. Rosalia and MMS Library Board of Trustees

I have been employed at the Community Library since 1992. I truly believe the problem I am writing about has been in effect since I began working at the library some 19 years ago. Although, I must say it appears to have gotten considerably worse in the last few years.

I am one of those individuals who are blessed to be able to say "I truly love my job and I enjoy going to work". That being said, this may appear to be a trite complaint. However when you work IN a facility, spending between 35 and 40 hours a week there, and the problem is consistent and there appears to be no solution in sight, it becomes frustrating and distracting. This makes it difficult to always do one's "best job". My feelings about this situation are felt by many of my fellow co-workers as we all commiserate together about it, hoping someday it will all be rectified and we can be comfortable in our work environment.

The problem I am referring to is the antiquated heating and air conditioning system we currently have in use at the library. To make my co-workers in a neighboring office comfortable the entire second floor of the library has to be kept unreasonably cool, forcing us to sometimes wear our coats in meeting rooms and at public service desks. If the temperature is raised or lowered to accommodate those of us either in close proximity to each other or separated by levels, others in the building are suffering.

When the maintenance to repair the heating and air conditioning takes place (which I trust is soon) I sincerely hope that necessary measures to insure equal distribution of heat and air conditioning are implemented. It's terrible to have to work in your winter coat or feel you need to come to work in summer shorts and tee-shirts, both of which occur year round.

Thank you for your attention to this matter that has long been overlooked.

Sincerely,

Beth Donovan  
Literacy Coordinator