

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

May 21, 2012

7:00 PM

AGENDA

- I. CALL TO ORDER**
PLEDGE OF ALLEGIANCE
- II. APPROVAL OF MINUTES**
- III. SCHEDULE OF CLAIMS**
 - 1. OPERATING FUND**
- IV. FINANCIAL REPORTS**
- V. DIRECTOR'S REPORT**
- VI. ASSISTANT DIRECTOR'S REPORT**
- VII. BUSINESS MANAGER'S REPORT**
- VIII. UNFINISHED BUSINESS**
- IX. NEW BUSINESS**
 - A. DEPARTMENT REPORTS**

AGENDA

May 21, 2012

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

1. BROOKHAVEN IDA

D. HVAC PROJECT – STRUNK ALBERT

E. COLONIAL YOUTH AND FAMILY SERVICES FUNDRAISER

F. CONTRACT RENEWAL

G. MASTERCARD ACCOUNT

PERIOD FOR PUBLIC EXPRESSION

X. EXECUTIVE SESSION

XI. ADJOURNMENT

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

JUNE 25, 2012 at 7:00PM

**MASTICS-MORICHES-SHIRLEY
COMMUNITY LIBRARY**

MINUTES OF APRIL 23, 2012 BOARD MEETING

Trustee Maiorana called the meeting to order at 7:07pm.

Present were Trustees Maiorana, Mazzarella, Simmons, Raineri, Saggio, Director Rosalia, Assistant Director D'Amato, Business Manager Nowak, Secretary Prevete and Community Residents.

PRESENT

Motion by Simmons, second by Raineri to accept the minutes of the March 26, 2012 meeting of the Board of Trustees. Carried 5-0.

MINUTES

Motion by Raineri, second by Mazzarella to approve the Operating Fund schedule of claims dated 4/23/12; Prepay Payables Warrant #1 \$10,844.49; Payables Warrant #2 \$206,399.22; Payroll Warrant W.E. 3/30/2012 \$177,567.26; Payroll Benefits Warrant \$65,794.65; Payroll Warrant W.E. 4/13/2012 \$174,134.95; Payroll Benefits Warrant \$5,443.72. Carried 5-0.

**SCHEDULE
OF CLAIMS**

Motion by Mazzarella, second by Raineri to approve the March 2012 Operating Fund Report. Carried 5-0.

**FINANCIAL
REPORTS**

Motion by Raineri, second by Simmons to approve the Capital Reserve Report for March 2012. Carried 5-0.

The Director added that she received a letter from Senator Lee Zeldin informing that there would be a Tri-Hamlet Meeting on April 29th at 11 AM in the H. S. library and that a Neighborhood Watch was being held on Thursday, April 26th at 5 P. M. She also mentioned that the paperwork for construction grants needs to be posted by September 14, 2012 and that matching funds are needed to get State Aide approval. In an attempt to remedy the fume situation, the flue was extended. Unfortunately this didn't help and so the furnace has been shut off. She advised that the heating system should be the first thing addressed by the ad-hoc committee.

**DIRECTOR'S
REPORT**

DRAFT - UNAPPROVED

The Assistant Director added that the 3 community performances of Seussical was extremely well attended.

ASS'T DIRECTOR'S REPORT

The Business Manager added to his report that in regard to March's P&L, the reason for the higher expense total was due to it being a 3 payroll month.

BUSINESS MNGR.'S REPORT

Motion by Mazzarella, second by Raineri to accept the Director's recommended personnel changes. Carried 5-0.

RECOMMENDED PERSONNEL CHANGES

Motion by Raineri, second by Saggio to approve the Financial Report as compiled by FOA Treasurer Toni Witham, and presented by Director Rosalia. Carried 5-0.

FRIENDS OF THE ARTS, INC.

Motion by Mazzarella, second by Simmons to approve the Financial Report as compiled by FLP Treasurer Toni Witham, and presented by Director Rosalia. Carried 5-0.

FAMILY LITERACY PROJECT, INC.

Motion by Saggio, second by Mazzarella to approve the engagement agreement with Baldessari & Coster LLP to conduct the annual certified audit of the Library's financial statements for the year ending June 30, 2012 (and Ancillary services) at a cost not to exceed \$15,000.00. Carried 5-0.

CONTRACT RENEWALS

Motion by Mazzarella, second by Raineri to approve the annual HVAC service contract with Thermal Solutions, Inc. to run from May 1, 2012 through April 30, 2013 at the cost of \$8,660.00. Carried 5-0.

Motion by Simmons, second by Saggio to amend the Library's procurement policy to add the following verbiage (as presented in italicized text):

POLICY REVISION

- Further, for procurement of goods and services which are not required by law to be purchased pursuant to competitive bidding and for which purchase from a specific vendor (i.e. qualified state contracts, sole source vendors, professional services, emergencies) is not permissible, the Library shall secure two written quotes for contracts totaling more than two thousand and five hundred dollars (\$2,500.00) but less than

DRAFT - UNAPPROVED

seven thousand and five hundred dollars (\$7,500.00); and three written quotes for contracts totaling seven thousand and five hundred dollars (\$7,500.00) or more but less than the required minimum for competitive bidding (i.e. \$20,000.00 for commodities and \$35,000.00 for public works). *The Board reserves the right to Modify the non-competitive thresholds at its discretion.*

Carried 5-0.

PERIOD FOR PUBLIC EXPRESSION

Motion by Mazzarella, second by Saggio to move into Executive Session at 7:32 PM to discuss a personnel issue related to one employee.
Carried 5-0.

EXECUTIVE SESSION

Motion by Simmons to leave executive session at 8.17 PM.
Carried 5-0.

Motion by Mazzarella to adjourn at 8:19 PM. Carried 5-0.

ADJOURNMENT

Respectfully submitted by,

Cecile Prevete, Secretary

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

SCHEDULE OF CLAIMS

PRESENTED MAY 21, 2012

PREPAY PAYABLES WARRANT #1	\$14,523.69
PAYABLES WARRANT #2	\$113,271.36
PAYROLL WARRANT W.E. 4/27/2012	\$177,514.31
PAYROLL BENEFITS WARRANT	\$62,447.89
PAYROLL WARRANT W.E. 5/11/2012	\$177,398.99
PAYROLL BENEFITS WARRANT	\$5,528.86
TOTAL	<u>\$550,685.10</u>

.....

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

May 21, 2012

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	48520	04/20/2012	Nassau County Library Association	L0225 · EMPIRE NAT'L - OPERATING	
Bill	*Reg SM 532012	04/18/2012		6435C · CED, CONF & TRAVEL (C&P)	60.00
TOTAL					60.00
Bill Pmt -Check	48521	04/20/2012	Postmaster	L0225 · EMPIRE NAT'L - OPERATING	
Bill	*NL 52012	04/19/2012		6433G · POSTAGE	3,030.31
TOTAL					3,030.31
Bill Pmt -Check	48522	04/20/2012	Sam's Club	L0225 · EMPIRE NAT'L - OPERATING	
Bill	*04082012	04/18/2012		6430G · OFFICE AND LIBRARY SUPPLIES	323.80
				6437C · PROGRAMS (C&P)	158.22
				6437N · PROGRAMS (TEEN)	91.60
				6451G · CUSTODIAL SUPPLIES	284.30
				6437L · PROGRAMS (LIT)	79.03
TOTAL					936.95
Bill Pmt -Check	48523	04/25/2012	American Express	L0225 · EMPIRE NAT'L - OPERATING	
Bill	*041312	04/23/2012		6410A · BOOKS (ADULT)	530.79
				6431D · TELECOMMUNICATIONS	25.00
				6430G · OFFICE AND LIBRARY SUPPLIES	319.70
				7203A · EQUIPMENT ADULT	648.42
				6437C · PROGRAMS (C&P)	698.95
				6437N · PROGRAMS (TEEN)	736.94
				6435D · CED, CONF & TRAVEL (ADM)	227.95

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Prepay Payables Warrant #1

May 21, 2012

Type	Num	Date	Name	Account	Paid Amount
				6413A · PERIODICALS (ADULT)	18.00
				6437A · PROGRAMS (ADULT)	403.33
				6437L · PROGRAMS (LIT)	70.00
				6435S · CED, CONF & TRAV (COMM SRV)	28.00
				6430G · OFFICE AND LIBRARY SUPPLIES	594.14
TOTAL					<u>4,301.22</u>
Bill Pmt -Check	48524	04/25/2012	Reed Exhibitions	L0225 · EMPIRE NAT'L - OPERATING	
Bill	*Reg LS 652012	04/18/2012		6435N · CED, CONF & TRAVEL (TEEN)	55.00
Bill	*Reg KH 6/2012	04/25/2012		6435N · CED, CONF & TRAVEL (TEEN)	344.00
TOTAL					<u>399.00</u>
Bill Pmt -Check	48525	04/27/2012	Long Island Railroad	L0225 · EMPIRE NAT'L - OPERATING	
Bill	*Tickets 4282012	04/26/2012		6437A · PROGRAMS (ADULT)	340.00
TOTAL					<u>340.00</u>
Bill Pmt -Check	48526	04/27/2012	Nassau County Library Association	L0225 · EMPIRE NAT'L - OPERATING	
	VOIDED				
TOTAL					0.00
Bill Pmt -Check	48527	04/30/2012	Nassau County Library Association	L0225 · EMPIRE NAT'L - OPERATING	
Bill	*Reg Conf NT 532012	04/27/2012		6435D · CED, CONF & TRAVEL (ADM)	60.00
TOTAL					<u>60.00</u>
Bill Pmt -Check	48528	05/02/2012	Home Depot Credit Services	L0225 · EMPIRE NAT'L - OPERATING	

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Prepay Payables Warrant #1

May 21, 2012

Type	Num	Date	Name	Account	Paid Amount
Bill	*041912	05/01/2012		6451G · CUSTODIAL SUPPLIES	115.97
				6430G · OFFICE AND LIBRARY SUPPLIES	32.81
TOTAL					<u>148.78</u>
Bill Pmt -Check	48529	05/02/2012	Amazon.com	L0225 · EMPIRE NAT'L - OPERATING	
Bill	*041012	05/02/2012		6429C · REALIA (C&P)	140.21
				6411N · MICRO/REF CD (TEEN)	53.22
				6410C · BOOKS (C&P)	1,505.18
				6417N · VIDEOS (TEEN)	740.20
				6410N · BOOKS (TEEN)	875.09
				6410A · BOOKS (ADULT)	1,416.64
				6417A · VIDEOS (ADULT)	279.20
				6412A · RECORDINGS (ADULT)	13.38
TOTAL					<u>5,023.12</u>
Bill Pmt -Check	48530	05/11/2012	Suffolk County Water Authority	L0225 · EMPIRE NAT'L - OPERATING	
Bill	*10282011-4272012	05/10/2012		6450W · WATER	175.31
TOTAL					<u>175.31</u>
Bill Pmt -Check	48531	05/11/2012	Latendresse, Lenny	L0225 · EMPIRE NAT'L - OPERATING	
Bill	Refund #9332	05/10/2012		6437N · PROGRAMS (TEEN)	49.00
TOTAL					<u>49.00</u>

GRAND TOTAL: \$ 14,523.69

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Prepay Payables Warrant #1

May 21, 2012

Type	Num	Date	Name	Account	Paid Amount
------	-----	------	------	---------	-------------

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

Signed: _____
Title: Secretary

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

May 21, 2012

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	48532	05/21/2012	All Island Janitorial Supply, Inc	L0225 - EMPIRE NAT'L - OPERATING	
Bill	682288	05/01/2012		6451G - CUSTODIAL SUPPLIES	335.55
TOTAL					335.55
Bill Pmt -Check	48533	05/21/2012	ALTA Book Center Publishers	L0225 - EMPIRE NAT'L - OPERATING	
Bill	05981	05/03/2012		6410L - BOOKS (LIT)	368.15
TOTAL					368.15
Bill Pmt -Check	48534	05/21/2012	American Library Association	L0225 - EMPIRE NAT'L - OPERATING	
Bill	25705689	05/14/2012		6410A - BOOKS (ADULT)	51.30
TOTAL					51.30
Bill Pmt -Check	48535	05/21/2012	Andresen, Alana	L0225 - EMPIRE NAT'L - OPERATING	
Bill	4172012	04/25/2012		6437C - PROGRAMS (C&P)	200.00
Bill	4/19,26/2012	05/02/2012		6437C - PROGRAMS (C&P)	200.00
TOTAL					400.00
Bill Pmt -Check	48536	05/21/2012	Argonaut	L0225 - EMPIRE NAT'L - OPERATING	
Bill	Contract Renew 5112	05/11/2012		6452G - BLDG ALTERATION AND MAINT	350.00
TOTAL					350.00

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

May 21, 2012

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	48537	05/21/2012	Arocho, Moises	L0225 - EMPIRE NAT'L - OPERATING	
Bill	522012	05/09/2012		6437N - PROGRAMS (TEEN)	200.00
TOTAL					200.00
Bill Pmt -Check	48538	05/21/2012	AudioGo	L0225 - EMPIRE NAT'L - OPERATING	
Bill	448956	04/25/2012		6412A - RECORDINGS (ADULT)	81.48
TOTAL					81.48
Bill Pmt -Check	48539	05/21/2012	Baker & Taylor	L0225 - EMPIRE NAT'L - OPERATING	
Bill	3017851640	04/25/2012		6410A - BOOKS (ADULT)	496.66
Bill	3017850498	04/25/2012		6410A - BOOKS (ADULT)	72.64
Bill	3017845658	04/25/2012		6410A - BOOKS (ADULT)	186.41
Bill	3017841879	04/25/2012		6410A - BOOKS (ADULT)	285.82
Bill	3017850553	04/25/2012		6410A - BOOKS (ADULT)	34.04
Bill	3017853847	04/25/2012		6410A - BOOKS (ADULT)	257.35
Bill	3017857649	04/25/2012		6410A - BOOKS (ADULT)	98.74
Bill	3017863252	04/25/2012		6410A - BOOKS (ADULT)	95.33
Bill	3017857574	04/25/2012		6410A - BOOKS (ADULT)	85.56
Bill	3017848965	04/25/2012		6410A - BOOKS (ADULT)	105.98
Bill	3017862176	04/25/2012		6410A - BOOKS (ADULT)	132.63
Bill	3017844077	04/25/2012		6410A - BOOKS (ADULT)	283.65
Bill	3017843479	04/25/2012		6410A - BOOKS (ADULT)	281.86
Bill	3017846736	04/25/2012		6410A - BOOKS (ADULT)	46.88
Bill	3017856646	04/25/2012		6410A - BOOKS (ADULT)	124.23
Bill	3017856872	04/25/2012		6410A - BOOKS (ADULT)	72.91
Bill	3017852129	04/25/2012		6410A - BOOKS (ADULT)	15.61
Bill	3017856049	04/25/2012		6410A - BOOKS (ADULT)	42.77

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

May 21, 2012

Type	Num	Date	Name	Account	Paid Amount
Bill	3017855896	04/25/2012		6410C · BOOKS (C&P)	67.22
Bill	3017841296	04/25/2012		6410C · BOOKS (C&P)	2,502.75
Bill	3017844536	04/25/2012		6410C · BOOKS (C&P)	146.93
Bill	3017834872	04/25/2012		6410C · BOOKS (C&P)	182.02
Bill	3017840841	04/25/2012		6412A · RECORDINGS (ADULT)	72.20
Bill	3017850249	04/27/2012		6410N · BOOKS (TEEN)	15.01
Bill	3017835994	04/27/2012		6410N · BOOKS (TEEN)	766.97
Bill	3017864543	04/30/2012		6410A · BOOKS (ADULT)	301.66
Bill	3017869471	04/30/2012		6410A · BOOKS (ADULT)	131.56
Bill	3017866909	04/30/2012		6410A · BOOKS (ADULT)	342.23
Bill	3017863350	04/30/2012		6410C · BOOKS (C&P)	1,948.58
Bill	3017863818	04/30/2012		6410C · BOOKS (C&P)	51.42
Bill	3017860204	04/30/2012		6410C · BOOKS (C&P)	1,168.79
Bill	3017841843	05/02/2012		6410N · BOOKS (TEEN)	178.76
Bill	3017841876	05/02/2012		6410N · BOOKS (TEEN)	16.32
Bill	3017837728	05/02/2012		6410N · BOOKS (TEEN)	194.53
Bill	3017858704	05/02/2012		6410N · BOOKS (TEEN)	225.45
Bill	3017868500	05/02/2012		6410N · BOOKS (TEEN)	10.17
Bill	3017867528	05/02/2012		6410N · BOOKS (TEEN)	25.06
Bill	3017869989	05/02/2012		6410N · BOOKS (TEEN)	609.67
Bill	3017860359	05/02/2012		6410N · BOOKS (TEEN)	239.45
Bill	3017870490	05/04/2012		6410A · BOOKS (ADULT)	345.10
Bill	3017874147	05/04/2012		6410A · BOOKS (ADULT)	139.33
Bill	3017883236	05/04/2012		6410A · BOOKS (ADULT)	121.98
Bill	3017878268	05/04/2012		6410A · BOOKS (ADULT)	382.65
Bill	3017873478	05/07/2012		6410A · BOOKS (ADULT)	490.54
Bill	3017877331	05/07/2012		6410A · BOOKS (ADULT)	178.53
Bill	3017883585	05/07/2012		6410A · BOOKS (ADULT)	315.94
Bill	3017884008	05/07/2012		6410A · BOOKS (ADULT)	31.81
Bill	3017886485	05/07/2012		6410A · BOOKS (ADULT)	121.93
Bill	3017889381	05/09/2012		6410A · BOOKS (ADULT)	98.99
Bill	3017887461	05/09/2012		6410C · BOOKS (C&P)	30.39

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

May 21, 2012

Type	Num	Date	Name	Account	Paid Amount
Bill	3017884447	05/09/2012		6410C · BOOKS (C&P)	99.70
Bill	3017870683	05/09/2012		6410C · BOOKS (C&P)	14.24
Bill	3017870405	05/09/2012		6410C · BOOKS (C&P)	1,341.04
Bill	3017890741	05/09/2012		6412A · RECORDINGS (ADULT)	12.21
Bill	3017882142	05/09/2012		6410N · BOOKS (TEEN)	33.91
Bill	3017883610	05/09/2012		6410C · BOOKS (C&P)	629.79
Bill	3017892551	05/14/2012		6410N · BOOKS (TEEN)	109.91
Bill	3017900670	05/14/2012		6410N · BOOKS (TEEN)	87.10
Bill	3017899847	05/14/2012		6410N · BOOKS (TEEN)	14.94
Bill	3017895045	05/14/2012		6410N · BOOKS (TEEN)	105.57
Bill	3017887114	05/14/2012		6410A · BOOKS (ADULT)	290.60
Bill	3017904379	05/14/2012		6410A · BOOKS (ADULT)	163.07
Bill	3017899490	05/14/2012		6410A · BOOKS (ADULT)	15.07
Bill	3017894998	05/14/2012		6410A · BOOKS (ADULT)	382.08
Bill	3017892978	05/14/2012		6410A · BOOKS (ADULT)	301.50
Bill	3017898977	05/14/2012		6410A · BOOKS (ADULT)	125.67
Bill	3017894140	05/14/2012		6410A · BOOKS (ADULT)	47.06
Bill	3017894604	05/14/2012		6410A · BOOKS (ADULT)	117.44
Bill	3017902336	05/14/2012		6410N · BOOKS (TEEN)	513.25
TOTAL					18,577.16

Bill Pmt -Check 48540 05/21/2012 Baker & Taylor Entertainment L0225 · EMPIRE NAT'L - OPERATING

Bill	V76389060	04/25/2012		6417A · VIDEOS (ADULT)	17.84
Bill	V76382520	04/25/2012		6417C · VIDEOS (C&P)	14.28
Bill	V76901930	04/30/2012		6417A · VIDEOS (ADULT)	25.73
Bill	V76531380	04/30/2012		6412A · RECORDINGS (ADULT)	11.88
Bill	V76661140	04/30/2012		6417C · VIDEOS (C&P)	14.25
Bill	V76614530	05/02/2012		6412N · RECORDINGS (TEEN)	187.54
				6410N · BOOKS (TEEN)	10.10
Bill	V77117070	05/02/2012		6412N · RECORDINGS (TEEN)	21.21

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

May 21, 2012

Type	Num	Date	Name	Account	Paid Amount
Bill	V76959910	05/02/2012		6412N · RECORDINGS (TEEN)	11.88
Bill	V77638240	05/14/2012		6417A · VIDEOS (ADULT)	16.44
TOTAL					<u>331.15</u>
Bill Pmt -Check	48541	05/21/2012	Baking Coach, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	522012	05/07/2012		6437A · PROGRAMS (ADULT)	500.00
TOTAL					<u>500.00</u>
Bill Pmt -Check	48542	05/21/2012	Balash, Joseph D.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	112068	05/02/2012		6412N · RECORDINGS (TEEN)	20.98
TOTAL					<u>20.98</u>
Bill Pmt -Check	48543	05/21/2012	Benter, Doris	L0225 · EMPIRE NAT'L - OPERATING	
Bill	532012	05/14/2012		6437C · PROGRAMS (C&P)	450.00
TOTAL					<u>450.00</u>
Bill Pmt -Check	48544	05/21/2012	Billows, Darlene	L0225 · EMPIRE NAT'L - OPERATING	
Bill	Mileage Conf 532012	05/09/2012		6435T · CED, CONF & TRAVEL (TECH)	34.68
TOTAL					<u>34.68</u>
Bill Pmt -Check	48545	05/21/2012	Brodart Co.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	244652	05/15/2012		6430G · OFFICE AND LIBRARY SUPPLIES	45.48
					<u>45.48</u>

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

May 21, 2012

Type	Num	Date	Name	Account	Paid Amount
TOTAL					45.48

Bill Pmt -Check 48546 05/21/2012 BWI L0225 - EMPIRE NAT'L - OPERATING

Bill	106402E	05/11/2012	6410N - BOOKS (TEEN)	<u>6.49</u>
------	---------	------------	----------------------	-------------

TOTAL				6.49
-------	--	--	--	------

Bill Pmt -Check 48547 05/21/2012 Cablevision L0225 - EMPIRE NAT'L - OPERATING

Bill	051612-061512	05/14/2012	6431D - TELECOMMUNICATIONS	589.05
			6439A - EQUIPMENT R & M (ADULT)	4.15
			6439N - EQUIPMENT R & M (TEEN)	<u>4.15</u>

TOTAL				597.35
-------	--	--	--	--------

Bill Pmt -Check 48548 05/21/2012 Cedarhurst Paper L0225 - EMPIRE NAT'L - OPERATING

Bill	3612	05/10/2012	6437C - PROGRAMS (C&P)	<u>84.99</u>
------	------	------------	------------------------	--------------

TOTAL				84.99
-------	--	--	--	-------

Bill Pmt -Check 48549 05/21/2012 Center Point Large Print L0225 - EMPIRE NAT'L - OPERATING

Bill	1012271	05/14/2012	6410A - BOOKS (ADULT)	<u>383.12</u>
------	---------	------------	-----------------------	---------------

TOTAL				383.12
-------	--	--	--	--------

Bill Pmt -Check 48550 05/21/2012 Child Care Council of Suffolk, Inc. L0225 - EMPIRE NAT'L - OPERATING

Bill	4192012	04/27/2012	6437C - PROGRAMS (C&P)	150.00
------	---------	------------	------------------------	--------

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

May 21, 2012

Type	Num	Date	Name	Account	Paid Amount
Bill	512012	05/07/2012		6437C · PROGRAMS (C&P)	150.00
TOTAL					300.00
Bill Pmt -Check	48551	05/21/2012	Colonial Youth & Family Services	L0225 · EMPIRE NAT'L - OPERATING	
Bill	4/17,24/2012	05/07/2012		6437A · PROGRAMS (ADULT)	90.00
				6437C · PROGRAMS (C&P)	90.00
TOTAL					180.00
Bill Pmt -Check	48552	05/21/2012	Currao-McAleavey, Carmella	L0225 · EMPIRE NAT'L - OPERATING	
Bill	5122012	05/16/2012		6437N · PROGRAMS (TEEN)	45.00
TOTAL					45.00
Bill Pmt -Check	48553	05/21/2012	Davis, Lindsay	L0225 · EMPIRE NAT'L - OPERATING	
Bill	4/14,16,18,21,23,25	05/14/2012		6437L · PROGRAMS (LIT)	500.00
				6437L · PROGRAMS (LIT)	200.00
TOTAL					700.00
Bill Pmt -Check	48554	05/21/2012	Demco, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	4556013	05/03/2012		6430G · OFFICE AND LIBRARY SUPPLIES	558.98
Bill	4591112	05/09/2012		6410C · BOOKS (C&P)	55.86
Bill	4599637	05/11/2012		6430G · OFFICE AND LIBRARY SUPPLIES	24.14
TOTAL					638.98

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

May 21, 2012

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	48555	05/21/2012	Denet, Rhonda	L0225 - EMPIRE NAT'L - OPERATING	
Bill	4212012	04/27/2012		6437A - PROGRAMS (ADULT)	375.00
TOTAL					<u>375.00</u>
Bill Pmt -Check	48556	05/21/2012	Disc Go Technologies Inc.	L0225 - EMPIRE NAT'L - OPERATING	
Bill	I12-3190	04/30/2012		6430G - OFFICE AND LIBRARY SUPPLIES	122.53
Bill	I12-3187	04/30/2012		6430G - OFFICE AND LIBRARY SUPPLIES	73.46
Bill	I12-3619	04/30/2012		6430G - OFFICE AND LIBRARY SUPPLIES	271.45
TOTAL					<u>467.44</u>
Bill Pmt -Check	48557	05/21/2012	Discount School Supply	L0225 - EMPIRE NAT'L - OPERATING	
Bill	W14848770101	05/07/2012		6430G - OFFICE AND LIBRARY SUPPLIES	69.16
TOTAL					<u>69.16</u>
Bill Pmt -Check	48558	05/21/2012	Displays2Go	L0225 - EMPIRE NAT'L - OPERATING	
Bill	IN-0469754	04/25/2012		7203A - EQUIPMENT ADULT	188.80
TOTAL					<u>188.80</u>
Bill Pmt -Check	48559	05/21/2012	DJJ Technologies	L0225 - EMPIRE NAT'L - OPERATING	
Bill	2031809	05/14/2012		6439W - EQUIPMENT R & M (WIRES)	378.81
TOTAL					<u>378.81</u>

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

May 21, 2012

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	48560	05/21/2012	Dlugolonski, Katherine	L0225 - EMPIRE NAT'L - OPERATING	
Bill	4262012	05/02/2012		6437C - PROGRAMS (C&P)	125.00
TOTAL					<u>125.00</u>
Bill Pmt -Check	48561	05/21/2012	East End Driving School, Inc.	L0225 - EMPIRE NAT'L - OPERATING	
Bill	050512	05/14/2012		6437N - PROGRAMS (TEEN)	980.00
TOTAL					<u>980.00</u>
Bill Pmt -Check	48562	05/21/2012	Eastern Environmental Solutions, Inc.	L0225 - EMPIRE NAT'L - OPERATING	
Bill	12/452	05/11/2012		6452G - BLDG ALTERATION AND MAINT	660.00
TOTAL					<u>660.00</u>
Bill Pmt -Check	48563	05/21/2012	EBSCO C	L0225 - EMPIRE NAT'L - OPERATING	
Bill	0075860	04/25/2012		6413C - PERIODICALS (C&P)	179.75
TOTAL					<u>179.75</u>
Bill Pmt -Check	48564	05/21/2012	Filterfresh	L0225 - EMPIRE NAT'L - OPERATING	
Bill	630287	05/11/2012		6430G - OFFICE AND LIBRARY SUPPLIES	249.00
TOTAL					<u>249.00</u>
Bill Pmt -Check	48565	05/21/2012	Flower Barn/IGHL Greenhouses	L0225 - EMPIRE NAT'L - OPERATING	

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

May 21, 2012

	Type	Num	Date	Name	Account	Paid Amount
	Bill	B0001624	05/14/2012		643760 · PLANTINGS	<u>381.53</u>
TOTAL						381.53
	Bill Pmt -Check	48566	05/21/2012	Friedlander, Corrin	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	330992	05/02/2012		6417A · VIDEOS (ADULT)	<u>31.98</u>
TOTAL						31.98
	Bill Pmt -Check	48567	05/21/2012	Galvez, Viodelda	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	4/16,18,23,25/2012	05/14/2012		6437L · PROGRAMS (LIT)	<u>200.00</u>
TOTAL						200.00
	Bill Pmt -Check	48568	05/21/2012	Garda CL Atlantic, Inc	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	181-120212	05/11/2012		6437P13 · ARMORED CAR SERVICE	<u>171.59</u>
TOTAL						171.59
	Bill Pmt -Check	48569	05/21/2012	Glueck, Charles M.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	4/14,28/12 5/5,12/12	05/14/2012		6437L · PROGRAMS (LIT)	<u>438.75</u>
TOTAL						438.75
	Bill Pmt -Check	48570	05/21/2012	Hernandez, Loreta Zuniga	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	4/17,19,24,26/2012	05/14/2012		6437L · PROGRAMS (LIT)	<u>200.00</u>
TOTAL						200.00

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

May 21, 2012

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	48571	05/21/2012	Hurley, Kerrilynn	L0225 - EMPIRE NAT'L - OPERATING	
Bill	Mileage April/May	05/11/2012		6435N - CED, CONF & TRAVEL (TEEN)	99.73
TOTAL					<u>99.73</u>
Bill Pmt -Check	48572	05/21/2012	ID Label, Incorporated	L0225 - EMPIRE NAT'L - OPERATING	
Bill	0058325-IN	04/30/2012		6430G - OFFICE AND LIBRARY SUPPLIES	382.00
TOTAL					<u>382.00</u>
Bill Pmt -Check	48573	05/21/2012	IMS	L0225 - EMPIRE NAT'L - OPERATING	
Bill	ARIN111029	05/14/2012		6430G - OFFICE AND LIBRARY SUPPLIES	11.95
Bill	ARIN110684	05/14/2012		6430G - OFFICE AND LIBRARY SUPPLIES	115.94
TOTAL					<u>127.89</u>
Bill Pmt -Check	48574	05/21/2012	Island Elevator Services	L0225 - EMPIRE NAT'L - OPERATING	
Bill	12966	05/14/2012		6452G - BLDG ALTERATION AND MAINT	350.00
TOTAL					<u>350.00</u>
Bill Pmt -Check	48575	05/21/2012	Janowitz, Laurie	L0225 - EMPIRE NAT'L - OPERATING	
Bill	4192012	05/02/2012		6437A - PROGRAMS (ADULT)	270.00
Bill	572012	05/11/2012		6437A - PROGRAMS (ADULT)	270.00
TOTAL					<u>540.00</u>

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

May 21, 2012

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	48576	05/21/2012	Johnson Distributors	L0225 - EMPIRE NAT'L - OPERATING	
Bill	306799	05/01/2012		6451G - CUSTODIAL SUPPLIES	179.70
TOTAL					179.70
Bill Pmt -Check	48577	05/21/2012	Juma, Dariah	L0225 - EMPIRE NAT'L - OPERATING	
Bill	4/23,30/2012	05/07/2012		6437N - PROGRAMS (TEEN)	400.00
TOTAL					400.00
Bill Pmt -Check	48578	05/21/2012	Kapdi, Naseem	L0225 - EMPIRE NAT'L - OPERATING	
Bill	4/17,19,20,24,26,27	05/14/2012		6437L - PROGRAMS (LIT)	500.00
TOTAL					500.00
Bill Pmt -Check	48579	05/21/2012	Kempster, Kevin	L0225 - EMPIRE NAT'L - OPERATING	
Bill	4/20,27 5/4,11/2012	05/15/2012		6437N - PROGRAMS (TEEN)	400.00
TOTAL					400.00
Bill Pmt -Check	48580	05/21/2012	Kids Edible Creations	L0225 - EMPIRE NAT'L - OPERATING	
Bill	4172012	05/02/2012		6437N - PROGRAMS (TEEN)	265.00
TOTAL					265.00

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

May 21, 2012

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	48581	05/21/2012	King Kullen	L0225 - EMPIRE NAT'L - OPERATING	
Bill	121231330201	05/03/2012		6430G - OFFICE AND LIBRARY SUPPLIES	20.63
Bill	121091308741	05/03/2012		6430G - OFFICE AND LIBRARY SUPPLIES	13.45
Bill	121141269071	05/03/2012		6430G - OFFICE AND LIBRARY SUPPLIES	5.19
Bill	121111313231	05/03/2012		6437C - PROGRAMS (C&P)	14.97
Bill	121181323501	05/03/2012		6437C - PROGRAMS (C&P)	7.08
Bill	121161272281	05/03/2012		6437L - PROGRAMS (LIT)	47.22
Bill	121140646721	05/03/2012		6437N - PROGRAMS (TEEN)	67.88
Bill	121140646711	05/03/2012		6437N - PROGRAMS (TEEN)	41.85
Bill	121290503701	05/09/2012		6430G - OFFICE AND LIBRARY SUPPLIES	7.98
Bill	121281288861	05/09/2012		6430G - OFFICE AND LIBRARY SUPPLIES	6.59
Bill	121280502921	05/09/2012		6437C - PROGRAMS (C&P)	44.02
Bill	121291340541	05/14/2012		6437A - PROGRAMS (ADULT)	26.73
Bill	121311291891	05/14/2012		6430G - OFFICE AND LIBRARY SUPPLIES	18.34
Bill	121320791001	05/14/2012		6437A - PROGRAMS (ADULT)	88.40
Bill	121231281621	05/15/2012		6430G - OFFICE AND LIBRARY SUPPLIES	109.90
TOTAL					520.23
Bill Pmt -Check	48582	05/21/2012	Klein, Carol	L0225 - EMPIRE NAT'L - OPERATING	
Bill	472012	05/02/2012		6437N - PROGRAMS (TEEN)	80.00
TOTAL					80.00
Bill Pmt -Check	48583	05/21/2012	Kyle, Stephanie	L0225 - EMPIRE NAT'L - OPERATING	
Bill	Mileage 5/2012	05/11/2012		6435N - CED, CONF & TRAVEL (TEEN)	74.58
TOTAL					74.58

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

May 21, 2012

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	48584	05/21/2012	Lamb & Barnosky, LLP	L0225 · EMPIRE NAT'L - OPERATING	
Bill	3312012	05/14/2012		6437P4 · ATTORNEY	2,074.21
TOTAL					2,074.21
Bill Pmt -Check	48585	05/21/2012	Language Line Services	L0225 · EMPIRE NAT'L - OPERATING	
Bill	2940891	05/16/2012		6437P17 · TRANSLATION SERVICES	11.00
TOTAL					11.00
Bill Pmt -Check	48586	05/21/2012	Linthwaite, Dara	L0225 · EMPIRE NAT'L - OPERATING	
Bill	4212012	04/27/2012		6437C · PROGRAMS (C&P)	150.00
Bill	5102012	05/14/2012		6437C · PROGRAMS (C&P)	150.00
TOTAL					300.00
Bill Pmt -Check	48587	05/21/2012	LIPA	L0225 · EMPIRE NAT'L - OPERATING	
Bill	05072012	05/10/2012		6450E · ELECTRICITY	6,747.79
TOTAL					6,747.79
Bill Pmt -Check	48588	05/21/2012	Lofaro, Michael	L0225 · EMPIRE NAT'L - OPERATING	
Bill	4/23,30/2012	05/07/2012		6437N · PROGRAMS (TEEN)	480.00
TOTAL					480.00
Bill Pmt -Check	48589	05/21/2012	Long Island Advance-Legal Adv	L0225 · EMPIRE NAT'L - OPERATING	

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

May 21, 2012

Type	Num	Date	Name	Account	Paid Amount
Bill	36756	05/15/2012		6434G · PRINTING (GEN)	21.56
TOTAL					<u>21.56</u>
Bill Pmt -Check	48590	05/21/2012	Lunghi-Mesropian, Nicole	L0225 · EMPIRE NAT'L - OPERATING	
Bill	4/17,19,24,25,26/12	05/14/2012		6437L · PROGRAMS (LIT)	250.00
TOTAL					<u>250.00</u>
Bill Pmt -Check	48591	05/21/2012	Maiorana, Joseph	L0225 · EMPIRE NAT'L - OPERATING	
Bill	3142012	05/15/2012		6435D · CED, CONF & TRAVEL (ADM)	26.21
TOTAL					<u>26.21</u>
Bill Pmt -Check	48592	05/21/2012	Marshak, Matt	L0225 · EMPIRE NAT'L - OPERATING	
Bill	512012	05/11/2012		6437C · PROGRAMS (C&P)	400.00
				6437L · PROGRAMS (LIT)	400.00
TOTAL					<u>800.00</u>
Bill Pmt -Check	48593	05/21/2012	Maurer, Sylvia	L0225 · EMPIRE NAT'L - OPERATING	
Bill	442012	04/27/2012		6437C · PROGRAMS (C&P)	75.85
Bill	Mileage Mar/April	04/27/2012		6435C · CED, CONF & TRAVEL (C&P)	36.38
Bill	Mileage 5/2012	05/11/2012		6435C · CED, CONF & TRAVEL (C&P)	45.90
TOTAL					<u>158.13</u>

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

May 21, 2012

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	48594	05/21/2012	McLeod, Barbara	L0225 · EMPIRE NAT'L - OPERATING	
Bill	Mileage Conf 532012	05/09/2012		6435C · CED, CONF & TRAVEL (C&P)	37.74
TOTAL					37.74

Bill Pmt -Check	48595	05/21/2012	Midwest Tape	L0225 · EMPIRE NAT'L - OPERATING	
Bill	90020689	04/25/2012		6412A · RECORDINGS (ADULT)	34.99
Bill	90021438	04/25/2012		6412A · RECORDINGS (ADULT)	78.84
Bill	90030769	04/25/2012		6412A · RECORDINGS (ADULT)	24.13
Bill	90016659	04/25/2012		6412A · RECORDINGS (ADULT)	12.74
Bill	90024219	04/25/2012		6417A · VIDEOS (ADULT)	1,302.42
Bill	90024231	04/25/2012		6417A · VIDEOS (ADULT)	65.67
Bill	90034310	04/25/2012		6417A · VIDEOS (ADULT)	168.85
Bill	90020912	04/25/2012		6417A · VIDEOS (ADULT)	139.56
Bill	90020910	04/25/2012		6417A · VIDEOS (ADULT)	478.79
Bill	90020913	04/25/2012		6417C · VIDEOS (C&P)	666.68
Bill	90038222	04/25/2012		6417C · VIDEOS (C&P)	392.64
Bill	90034311	04/25/2012		6417C · VIDEOS (C&P)	158.02
Bill	90027740	04/25/2012		6417C · VIDEOS (C&P)	36.34
Bill	90024232	04/25/2012		6417C · VIDEOS (C&P)	28.90
Bill	90042372	04/30/2012		6412A · RECORDINGS (ADULT)	12.74
Bill	90048710	04/30/2012		6417C · VIDEOS (C&P)	68.08
Bill	90048712	04/30/2012		6417C · VIDEOS (C&P)	100.90
Bill	90046585	04/30/2012		6417C · VIDEOS (C&P)	21.90
Bill	90060651	05/04/2012		6412A · RECORDINGS (ADULT)	34.99
Bill	90054365	05/04/2012		6412A · RECORDINGS (ADULT)	5.99
Bill	90060653	05/04/2012		6412A · RECORDINGS (ADULT)	14.39
Bill	90065450	05/04/2012		6417A · VIDEOS (ADULT)	24.00
Bill	90053426	05/04/2012		6417A · VIDEOS (ADULT)	668.92
Bill	90065786	05/04/2012		6417A · VIDEOS (ADULT)	68.58

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

May 21, 2012

Type	Num	Date	Name	Account	Paid Amount
Bill	90065785	05/04/2012		6417A · VIDEOS (ADULT)	268.02
Bill	90057158	05/04/2012		6417A · VIDEOS (ADULT)	98.67
Bill	90057200	05/04/2012		6417A · VIDEOS (ADULT)	1,263.41
Bill	90072052	05/09/2012		6417A · VIDEOS (ADULT)	684.32
Bill	90072054	05/09/2012		6417A · VIDEOS (ADULT)	99.87
Bill	90054366	05/09/2012		6417C · VIDEOS (C&P)	27.99
Bill	90057201	05/09/2012		6417C · VIDEOS (C&P)	26.08
Bill	90065451	05/09/2012		6417C · VIDEOS (C&P)	13.04
Bill	90072055	05/09/2012		6417C · VIDEOS (C&P)	125.64
Bill	90065787	05/09/2012		6417C · VIDEOS (C&P)	14.44
Bill	90076560	05/10/2012		6417C · VIDEOS (C&P)	165.20
Bill	90078645	05/14/2012		6412A · RECORDINGS (ADULT)	53.96
Bill	90078644	05/14/2012		6412A · RECORDINGS (ADULT)	36.99
Bill	90071547	05/14/2012		6417A · VIDEOS (ADULT)	1,180.50
Bill	90071549	05/14/2012		6417A · VIDEOS (ADULT)	188.34
TOTAL					<u>8,855.53</u>

Bill Pmt -Check	48596	05/21/2012	Murales, Raquel L.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	4/14,19,21,26,28/12	05/14/2012		6437L · PROGRAMS (LIT)	312.50
				6437L · PROGRAMS (LIT)	<u>62.50</u>
TOTAL					375.00

Bill Pmt -Check	48597	05/21/2012	National Grid	L0225 · EMPIRE NAT'L - OPERATING	
Bill	05072012	05/10/2012		6450F · FUEL/GAS	<u>184.94</u>
TOTAL					184.94

Bill Pmt -Check	48598	05/21/2012	Navarro-Gao, Carmen	L0225 · EMPIRE NAT'L - OPERATING	
------------------------	--------------	-------------------	----------------------------	---	--

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

May 21, 2012

Type	Num	Date	Name	Account	Paid Amount
Bill	Mileage Sept/April	04/27/2012		6435L · CED, CONF & TRAVEL (LIT)	19.36
Bill	Mileage 562012	05/15/2012		6435L · CED, CONF & TRAVEL (LIT)	29.00
TOTAL					48.36
Bill Pmt -Check	48599	05/21/2012	Negron, Senia	L0225 · EMPIRE NAT'L - OPERATING	
Bill	4/3,14,17,24,28/12	05/14/2012		6437L · PROGRAMS (LIT)	325.00
				6437L · PROGRAMS (LIT)	78.00
TOTAL					403.00
Bill Pmt -Check	48600	05/21/2012	Nowak, Christopher	L0225 · EMPIRE NAT'L - OPERATING	
Bill	4272012	05/15/2012		6435G · CED, CONF & TRAVEL (GEN)	43.81
TOTAL					43.81
Bill Pmt -Check	48601	05/21/2012	O'Connell, Linda	L0225 · EMPIRE NAT'L - OPERATING	
Bill	4162012	04/25/2012		6437A · PROGRAMS (ADULT)	315.00
TOTAL					315.00
Bill Pmt -Check	48602	05/21/2012	Osmers, Henry	L0225 · EMPIRE NAT'L - OPERATING	
Bill	582012	05/11/2012		6437A · PROGRAMS (ADULT)	200.00
TOTAL					200.00
Bill Pmt -Check	48603	05/21/2012	Pace, Giacinta	L0225 · EMPIRE NAT'L - OPERATING	

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

May 21, 2012

Type	Num	Date	Name	Account	Paid Amount
Bill	562012	05/09/2012		6437N · PROGRAMS (TEEN)	120.00
TOTAL					<u>120.00</u>
Bill Pmt -Check	48604	05/21/2012 Paychex		L0225 · EMPIRE NAT'L - OPERATING	
Bill	8795998	05/14/2012		6437P12 · PAYROLL SERVICES	524.40
TOTAL					<u>524.40</u>
Bill Pmt -Check	48605	05/21/2012 Paychex, Inc		L0225 · EMPIRE NAT'L - OPERATING	
Bill	252152	04/27/2012		6437P12 · PAYROLL SERVICES	388.84
Bill	254472	05/10/2012		6437P12 · PAYROLL SERVICES	392.61
TOTAL					<u>781.45</u>
Bill Pmt -Check	48606	05/21/2012 Petty Cash		L0225 · EMPIRE NAT'L - OPERATING	
Bill	PC 52012 BO	05/14/2012		6435G · CED, CONF & TRAVEL (GEN)	8.82
Bill	PC 52012 CPSD	05/14/2012		6435C · CED, CONF & TRAVEL (C&P)	7.99
				6437C · PROGRAMS (C&P)	30.00
TOTAL					<u>46.81</u>
Bill Pmt -Check	48607	05/21/2012 Peymann, Tracy Anne		L0225 · EMPIRE NAT'L - OPERATING	
Bill	4/19,26/2012	05/09/2012		6437N · PROGRAMS (TEEN)	160.00
TOTAL					<u>160.00</u>

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

May 21, 2012

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	48608	05/21/2012	Poland Spring	L0225 · EMPIRE NAT'L - OPERATING	
Bill	12D8211383149	05/14/2012		6430G · OFFICE AND LIBRARY SUPPLIES	311.47
TOTAL					311.47
Bill Pmt -Check	48609	05/21/2012	QBI	L0225 · EMPIRE NAT'L - OPERATING	
Bill	160322	05/02/2012		6410N · BOOKS (TEEN)	36.65
TOTAL					36.65
Bill Pmt -Check	48610	05/21/2012	Quill	L0225 · EMPIRE NAT'L - OPERATING	
Bill	2878811	05/07/2012		6430G · OFFICE AND LIBRARY SUPPLIES	49.47
Bill	2906770	05/10/2012		6430G · OFFICE AND LIBRARY SUPPLIES	19.78
Bill	2793023	05/10/2012		6430G · OFFICE AND LIBRARY SUPPLIES	286.44
Bill	2947020	05/14/2012		6430G · OFFICE AND LIBRARY SUPPLIES	82.68
TOTAL					438.37
Bill Pmt -Check	48611	05/21/2012	R. Essay Plumbing & Heating Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	5219	05/11/2012		6437P5 · BACKFLOW INSPECTION	150.00
TOTAL					150.00
Bill Pmt -Check	48612	05/21/2012	Rain Drop	L0225 · EMPIRE NAT'L - OPERATING	
Bill	042012	05/01/2012		6452G · BLDG ALTERATION AND MAINT	155.00
TOTAL					155.00

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

May 21, 2012

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	48613	05/21/2012	Random House, Inc	L0225 · EMPIRE NAT'L - OPERATING	
Bill	1083861283	04/25/2012		6412A · RECORDINGS (ADULT)	30.00
TOTAL					<u>30.00</u>
Bill Pmt -Check	48614	05/21/2012	Recorded Books	L0225 · EMPIRE NAT'L - OPERATING	
Bill	74520647	04/25/2012		6412A · RECORDINGS (ADULT)	337.60
Bill	74521866	04/25/2012		6412A · RECORDINGS (ADULT)	83.47
Bill	74529219	05/02/2012		6412C · RECORDINGS (C&P)	284.75
Bill	74529372	05/02/2012		6412N · RECORDINGS (TEEN)	297.10
Bill	74529004	05/04/2012		6412A · RECORDINGS (ADULT)	971.10
Bill	74525736	05/04/2012		6412A · RECORDINGS (ADULT)	64.00
Bill	74519532	05/04/2012		6417A · VIDEOS (ADULT)	33.00
Bill	74531866	05/09/2012		6412A · RECORDINGS (ADULT)	83.47
TOTAL					<u>2,154.49</u>
Bill Pmt -Check	48615	05/21/2012	Ricciardi, Michele	L0225 · EMPIRE NAT'L - OPERATING	
Bill	4/18,25/2012	05/02/2012		6437A · PROGRAMS (ADULT)	200.00
TOTAL					<u>200.00</u>
Bill Pmt -Check	48616	05/21/2012	Ross, Stewart	L0225 · EMPIRE NAT'L - OPERATING	
Bill	610787	05/02/2012		6417C · VIDEOS (C&P)	16.99
TOTAL					<u>16.99</u>

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

May 21, 2012

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	48617	05/21/2012	Roye, Sarah	L0225 - EMPIRE NAT'L - OPERATING	
Bill	4/18,25/2012	05/07/2012		6437A - PROGRAMS (ADULT)	200.00
TOTAL					200.00
Bill Pmt -Check	48618	05/21/2012	S&S Worldwide Inc.	L0225 - EMPIRE NAT'L - OPERATING	
Bill	7317660	05/14/2012		6437C - PROGRAMS (C&P)	56.94
TOTAL					56.94
Bill Pmt -Check	48619	05/21/2012	Sam's Club	L0225 - EMPIRE NAT'L - OPERATING	
Bill	05082012	05/14/2012		6430G - OFFICE AND LIBRARY SUPPLIES	19.76
				6437L - PROGRAMS (LIT)	131.74
				6437N - PROGRAMS (TEEN)	279.14
				6451G - CUSTODIAL SUPPLIES	512.72
				6437L - PROGRAMS (LIT)	91.40
				6437A - PROGRAMS (ADULT)	1,157.97
TOTAL					2,192.73
Bill Pmt -Check	48620	05/21/2012	Sandoval, Michelle	L0225 - EMPIRE NAT'L - OPERATING	
Bill	796655	05/02/2012		6413N - PERIODICALS (TEEN)	4.00
TOTAL					4.00
Bill Pmt -Check	48621	05/21/2012	Sandpebble Builders Preconstruction Inc.	L0225 - EMPIRE NAT'L - OPERATING	

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

May 21, 2012

Type	Num	Date	Name	Account	Paid Amount
Bill	542012	05/14/2012		7500 · BUILDING IMPROVEMENTS	2,316.50
TOTAL					<u>2,316.50</u>
Bill Pmt -Check	48622	05/21/2012	Sayet, Samantha	L0225 · EMPIRE NAT'L - OPERATING	
Bill	4262012	05/02/2012		6437C · PROGRAMS (C&P)	400.00
TOTAL					<u>400.00</u>
Bill Pmt -Check	48623	05/21/2012	SCLS	L0225 · EMPIRE NAT'L - OPERATING	
Bill	49520	05/03/2012		6411A · MICRO/REF CD (ADULT)	3,765.00
				6411C · MICRO/REF CD (C&P)	3,765.00
				6411N · MICRO/REF CD (TEEN)	3,765.00
TOTAL					<u>11,295.00</u>
Bill Pmt -Check	48624	05/21/2012	SCLS PALS	L0225 · EMPIRE NAT'L - OPERATING	
Bill	49702	05/11/2012		6439R · EQUIPMENT R & M (CIRC)	10,776.28
TOTAL					<u>10,776.28</u>
Bill Pmt -Check	48625	05/21/2012	Searles Graphics, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	30727	05/03/2012		6434G · PRINTING (GEN)	6,581.00
TOTAL					<u>6,581.00</u>
Bill Pmt -Check	48626	05/21/2012	Sears, Susan	L0225 · EMPIRE NAT'L - OPERATING	

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

May 21, 2012

Type	Num	Date	Name	Account	Paid Amount
Bill	4162012	04/25/2012		6437C · PROGRAMS (C&P)	150.00
TOTAL					<u>150.00</u>
Bill Pmt -Check	48627	05/21/2012	Sferrazza, Nancy	L0225 · EMPIRE NAT'L - OPERATING	
Bill	4/4,18,25/2012	05/07/2012		6437N · PROGRAMS (TEEN)	240.00
TOTAL					<u>240.00</u>
Bill Pmt -Check	48628	05/21/2012	Sharper Training Solutions, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	4/10,21/2012	05/14/2012		6437L · PROGRAMS (LIT)	400.00
Bill	582012	05/15/2012		6437A · PROGRAMS (ADULT)	200.00
TOTAL					<u>600.00</u>
Bill Pmt -Check	48629	05/21/2012	Soap Opera Digest	L0225 · EMPIRE NAT'L - OPERATING	
Bill	1 year sub 52 issues	05/04/2012		6413A · PERIODICALS (ADULT)	49.98
TOTAL					<u>49.98</u>
Bill Pmt -Check	48630	05/21/2012	South Shore Press, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	L5128	05/15/2012		6434G · PRINTING (GEN)	13.20
TOTAL					<u>13.20</u>
Bill Pmt -Check	48631	05/21/2012	Sparling, Nicole	L0225 · EMPIRE NAT'L - OPERATING	

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

May 21, 2012

Type	Num	Date	Name	Account	Paid Amount
Bill	4242012	04/27/2012		6437C · PROGRAMS (C&P)	225.00
TOTAL					225.00
Bill Pmt -Check	48632	05/21/2012	Stack, Kelly	L0225 · EMPIRE NAT'L - OPERATING	
Bill	4/6,13,27/2012	05/15/2012		6437N · PROGRAMS (TEEN)	360.00
TOTAL					360.00
Bill Pmt -Check	48633	05/21/2012	Suffolk County Locksmith, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	54156	05/01/2012		6451G · CUSTODIAL SUPPLIES	11.85
TOTAL					11.85
Bill Pmt -Check	48634	05/21/2012	Susinno, Staff Carol-Leigh	L0225 · EMPIRE NAT'L - OPERATING	
Bill	Mileage 532012	05/11/2012		6435N · CED, CONF & TRAVEL (TEEN)	40.74
TOTAL					40.74
Bill Pmt -Check	48635	05/21/2012	Syntax Communication	L0225 · EMPIRE NAT'L - OPERATING	
Bill	9351	05/11/2012		643765 · PROMOTION AND PUBLICITY	833.33
TOTAL					833.33
Bill Pmt -Check	48636	05/21/2012	Tag-It Engravings & Signs	L0225 · EMPIRE NAT'L - OPERATING	
Bill	10157	05/07/2012		6430G · OFFICE AND LIBRARY SUPPLIES	25.00
TOTAL					25.00

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

May 21, 2012

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	48637	05/21/2012	Taravella, Vita	L0225 · EMPIRE NAT'L - OPERATING	
Bill	Mileage Sept-Dec	05/07/2012		6435L · CED, CONF & TRAVEL (LIT)	6.66
Bill	Mileage Jan-April	05/07/2012		6435L · CED, CONF & TRAVEL (LIT)	6.66
TOTAL					<u>13.32</u>
Bill Pmt -Check	48638	05/21/2012	TBS Contracting Ltd.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	602	04/25/2012		6452G · BLDG ALTERATION AND MAINT	2,650.00
TOTAL					<u>2,650.00</u>
Bill Pmt -Check	48639	05/21/2012	Thermal Solutions, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	40435	05/10/2012		6452G · BLDG ALTERATION AND MAINT	2,165.00
Bill	37401	05/14/2012		6452G · BLDG ALTERATION AND MAINT	1,335.07
TOTAL					<u>3,500.07</u>
Bill Pmt -Check	48640	05/21/2012	Tonino's Pizza	L0225 · EMPIRE NAT'L - OPERATING	
Bill	357722	04/27/2012		6437L · PROGRAMS (LIT)	38.00
Bill	357719	04/27/2012		6437N · PROGRAMS (TEEN)	28.50
Bill	357720	04/27/2012		6437N · PROGRAMS (TEEN)	47.50
Bill	437446	04/27/2012		6437N · PROGRAMS (TEEN)	28.50
Bill	357725	05/02/2012		6437N · PROGRAMS (TEEN)	38.00
Bill	357726	05/02/2012		6437N · PROGRAMS (TEEN)	38.00
Bill	357727	05/02/2012		6437N · PROGRAMS (TEEN)	19.00
Bill	437448	05/02/2012		6437N · PROGRAMS (TEEN)	47.50

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

May 21, 2012

Type	Num	Date	Name	Account	Paid Amount
Bill	437450	05/02/2012		6437N · PROGRAMS (TEEN)	28.50
Bill	437449	05/04/2012		6437A · PROGRAMS (ADULT)	47.50
Bill	357730	05/09/2012		6437N · PROGRAMS (TEEN)	38.00
Bill	357729	05/09/2012		6437N · PROGRAMS (TEEN)	47.50
Bill	357732	05/11/2012		6437N · PROGRAMS (TEEN)	38.00
Bill	323551	05/14/2012		6437N · PROGRAMS (TEEN)	28.50
Bill	323554	05/14/2012		6437N · PROGRAMS (TEEN)	47.50
TOTAL					<u>560.50</u>

Bill Pmt -Check	48641	05/21/2012	True Nature Landscaping Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	9822	05/11/2012		6452G · BLDG ALTERATION AND MAINT	290.00
TOTAL					<u>290.00</u>

Bill Pmt -Check	48642	05/21/2012	Unique Management Services, Inc	L0225 · EMPIRE NAT'L - OPERATING	
Bill	222948	05/10/2012		6437P7 · COLLECTION AGENCY	268.50
TOTAL					<u>268.50</u>

Bill Pmt -Check	48643	05/21/2012	Upstart	L0225 · EMPIRE NAT'L - OPERATING	
Bill	4538794	04/27/2012		6437C · PROGRAMS (C&P)	1,286.85
TOTAL					<u>1,286.85</u>

Bill Pmt -Check	48644	05/21/2012	Verizon	L0225 · EMPIRE NAT'L - OPERATING	
Bill	050712	05/14/2012		6431D · TELECOMMUNICATIONS	86.80
TOTAL					<u>86.80</u>

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

May 21, 2012

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	48645	05/21/2012	Verizon Business	L0225 - EMPIRE NAT'L - OPERATING	
Bill	69390324	05/14/2012		6431D - TELECOMMUNICATIONS	3,007.25
TOTAL					<u>3,007.25</u>
Bill Pmt -Check	48646	05/21/2012	W. B. Mason Co., Inc.	L0225 - EMPIRE NAT'L - OPERATING	
Bill	I04844789	04/27/2012		6430G - OFFICE AND LIBRARY SUPPLIES	223.80
Bill	I04884204	04/30/2012		6430G - OFFICE AND LIBRARY SUPPLIES	173.79
Bill	I04902688	04/30/2012		6430G - OFFICE AND LIBRARY SUPPLIES	724.75
Bill	I05001369	05/07/2012		6430G - OFFICE AND LIBRARY SUPPLIES	157.46
Bill	I05118391	05/15/2012		6430G - OFFICE AND LIBRARY SUPPLIES	271.66
Bill	I05121007	05/15/2012		6430G - OFFICE AND LIBRARY SUPPLIES	110.21
TOTAL					<u>1,661.67</u>
Bill Pmt -Check	48647	05/21/2012	Weitzel, Katharine S.	L0225 - EMPIRE NAT'L - OPERATING	
Bill	4/16,23/2012	05/14/2012		6437L - PROGRAMS (LIT)	120.00
TOTAL					<u>120.00</u>
Bill Pmt -Check	48648	05/21/2012	Westbury Window Cleaning & Maintenance	L0225 - EMPIRE NAT'L - OPERATING	
Bill	566-12	05/11/2012		6452G - BLDG ALTERATION AND MAINT	320.00
TOTAL					<u>320.00</u>
Bill Pmt -Check	48649	05/21/2012	Wischhusen, Will	L0225 - EMPIRE NAT'L - OPERATING	

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

May 21, 2012

Type	Num	Date	Name	Account	Paid Amount
Bill	4/3,10,17,24/2012	05/07/2012		6437N · PROGRAMS (TEEN)	320.00
Bill	4/6,13,20,27/12	05/09/2012		6437N · PROGRAMS (TEEN)	320.00
TOTAL					<u>640.00</u>

Bill Pmt -Check	48650	05/21/2012	Xerox Corporation	L0225 · EMPIRE NAT'L - OPERATING	
Bill	061574691	05/11/2012		6439G · EQUIPMENT R & M (GEN)	930.97
Bill	061574693	05/11/2012		6439G · EQUIPMENT R & M (GEN)	515.44
Bill	061574692	05/11/2012		6439G · EQUIPMENT R & M (GEN)	529.99
Bill	061574690	05/11/2012		6439G · EQUIPMENT R & M (GEN)	362.74
TOTAL					<u>2,339.14</u>

GRAND TOTAL: \$ 113,271.36

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
April 27, 2012

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt - Bill	EFT 04272012	04/27/2012	1106 NYS Employees' Retirement System	L0226 · EMPIRE NAT'L - PAYROLL L0163 · RC ERS CONTRIBUTIONS L0161 · RL - ERS LOAN L0160 · RA - ERS ARREARS (VOLUNTARY) L0160.1 · MA - ERS ARREARS (MANDATORY)	 \$ 3,207.84 \$ 1,907.00 \$ 518.74 \$ 56.94 <u>TOTAL \$ 5,690.52</u>
Bill Pmt - Bill	EFT 5869296-3	04/27/2012	Hartford Insurance Co.	L0226 · EMPIRE NAT'L - PAYROLL L0196 · LONG TER 9055 · DISABILTY INSURANCE	 \$ 190.08 \$ 1,469.80 <u>TOTAL \$ 1,659.88</u>
Bill Pmt -Check Bill	4501 441	04/27/2012	1103 State Of NY Dept. of Civil Service	L0226 · EMPIRE NAT'L - PAYROLL 9060 · MEDICAL INSURANCE	 \$ 48,430.83 <u>TOTAL \$ 48,430.83</u>
Bill Pmt -Check Bill	4502 04272012	04/27/2012	1109 Prudential	L0226 · EMPIRE NAT'L - PAYROLL L0172 · 403B PRUDENTIAL	 \$ 1,500.00 <u>TOTAL \$ 1,500.00</u>
Bill Pmt -Check Bill	4503 233359	04/27/2012	1110 AFLAC	L0226 · EMPIRE NAT'L - PAYROLL L0625 · AFLAC PRE-TAX L0626 · AFLAX POST-TAX	 \$ 1,642.90 \$ 290.76 <u>TOTAL \$ 1,933.66</u>

Mastics-Moriches-Shirley Community Library
Payroll Benefits Warrant
April 27, 2012

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	4504	04/27/2012	1112 The NYS Deferred	L0226 · EMPIRE NAT'L - PAYROLL	
Bill	0862918		Compensation Plan	L0173 · 457B NYS DEFERRED COMP	\$ 1,145.00
TOTAL					<u>\$ 1,145.00</u>
Bill Pmt -Check	4505	04/27/2012	2922 Met Life	L0226 · EMPIRE NAT'L - PAYROLL	
Bill	04272012			L0171 · 403B MET LIFE	\$ 2,088.00
TOTAL					<u>\$ 2,088.00</u>
GRAND TOTAL					<u><u>\$ 62,447.89</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
May 11, 2012

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	4506	05/11/2012	1096 Denise Boinay	L0226 · EMPIRE NAT'L - PAYROLL	
Bill	05112012			9060 · MEDICAL INSURANCE	\$ 99.90
				TOTAL	\$ 99.90
Bill Pmt -Check	4507	05/11/2012	1097 Florence Stonish	L0226 · EMPIRE NAT'L - PAYROLL	
Bill	05112012			9060 · MEDICAL INSURANCE	\$ 99.90
				TOTAL	\$ 99.90
Bill Pmt -Check	4508	05/11/2012	1098 Mary Abruscato	L0226 · EMPIRE NAT'L - PAYROLL	
Bill	05112012			9060 · MEDICAL INSURANCE	\$ 99.90
				TOTAL	\$ 99.90
Bill Pmt -Check	4509	05/11/2012	1100 Madeline Sacco	L0226 · EMPIRE NAT'L - PAYROLL	
Bill	05112012			9060 · MEDICAL INSURANCE	\$ 99.90
				TOTAL	\$ 99.90
Bill Pmt -Check	4510	05/11/2012	1101 Rose Giehl	L0226 · EMPIRE NAT'L - PAYROLL	
Bill	05112012			9060 · MEDICAL INSURANCE	\$ 99.90
				TOTAL	\$ 99.90
Bill Pmt -Check	4511	05/11/2012	1102 John R Verbesey	L0226 · EMPIRE NAT'L - PAYROLL	
Bill	05112012	05/11/2012		9060 · MEDICAL INSURANCE	\$ 199.80
				TOTAL	\$ 199.80

Mastics-Moriches-Shirley Community Library
Payroll Benefits Warrant
May 11, 2012

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	4512	05/11/2012	1109 Prudential	L0226 · EMPIRE NAT'L - PAYROLL	
Bill	05112012			L0172 · 403B PRUDENTIAL	\$ 1,500.00
				TOTAL	\$ 1,500.00
Bill Pmt -Check	4513	05/11/2012	1112 The NYS Deferred	L0226 · EMPIRE NAT'L - PAYROLL	
Bill	0865111		Compensation Plan	L0173 · 457B NYS DEFERRED COMP	\$ 1,241.56
				TOTAL	\$ 1,241.56
Bill Pmt -Check	4514	05/11/2012	2922 Met Life	L0226 · EMPIRE NAT'L - PAYROLL	
Bill	05112012			L0171 · 403B MET LIFE	\$ 2,088.00
				TOTAL	\$ 2,088.00
				GRAND TOTAL	\$ 5,528.86

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)

APRIL 2012

PREPARED & SUBMITTED BY:

**CHRISTOPHER NOWAK
BUSINESS MANAGER**

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

										TOTAL		
	1st QUARTER	Oct 11	Nov 11	Dec 11	Jan 12	Feb 12	Mar 12	Apr 12	Jul '11 - Apr 12	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense												
Income												
2000 · PROPERTY TAX REVENUES	0.00	0.00	0.00	0.00	3,159,732.00	196,544.04	0.00	0.00	3,356,276.04	8,540,000.00	-5,183,723.96	39.3%
2082 · FINES AND FEES	23,680.10	9,281.53	8,641.70	7,577.57	9,879.80	8,602.71	9,397.26	10,657.55	87,718.22	110,000.00	-22,281.78	79.74%
2360 · CONTRACTS WITH OTHER LIBR.	599,813.14	0.00	0.00	0.00	0.00	0.00	0.00	0.00	599,813.14	295,000.00	304,813.14	203.33%
2401 · INTEREST	18,510.75	6,943.74	6,098.68	5,466.73	6,033.79	6,878.67	6,243.44	5,010.37	61,186.17	65,000.00	-3,813.83	94.13%
2650 · SALES OF EXCESS MATERIAL	34.50	9.50	10.00	18.00	6.50	17.95	37.00	37.00	170.45			
2670 · SALES OF BOOKS	654.89	38.50	689.29	182.18	127.14	148.06	137.63	2.00	1,979.69			
2671 · FEDERAL & STATE GRANTS	1,731.00	0.00	0.00	25,487.00	0.00	0.00	0.00	0.00	27,218.00			
2690 · OTHER COMPENSATION	28.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	28.25			
2701 · REFUNDS	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%
2760 · SYSTEM & STATE AID	9,977.00	0.00	0.00	0.00	0.00	1,109.00	0.00	0.00	11,086.00	9,000.00	2,086.00	123.18%
2770 · UNCLASSIFIED REVENUE	0.00	0.00	0.55	0.00	0.00	2.40	0.00	0.00	2.95	1,000.00	-997.05	0.3%
2771 · COPIER REVENUE - CONTRACT (R)	1,720.79	456.06	523.85	355.20	513.30	433.90	649.74	1,403.25	6,056.09	2,500.00	3,556.09	242.24%
2771A · COPIER REVENUE - INHOUSE (N)	3.00	0.00	12.00	0.00	0.00	154.00	0.00	0.00	169.00			
2771C · COPIER REVENUE- COLOR	987.60	0.00	235.80	0.00	601.85	314.00	475.10	341.65	2,956.00			
2772A · ADULT-ADULT PRINTER	1,194.60	754.90	812.10	272.86	905.40	499.00	761.20	0.00	5,200.06			
2800 · Program Receipts	0.00											
2805 · Program Receipts - Adult	3,523.50	840.00	2,030.00	1,433.50	1,188.00	582.00	1,167.00	316.50	11,080.50			
2810 · Program Receipts - Teen	980.00	588.00	0.00	0.00	833.00	98.00	981.00	490.00	3,970.00			
Total 2800 · Program Receipts	4,503.50	1,428.00	2,030.00	1,433.50	2,021.00	680.00	2,148.00	806.50	15,050.50			
2999 · Lost Books	333.78	0.00	0.00	0.00	466.63	0.00	18.99	0.00	819.40			
Total Income	663,172.90	18,912.23	19,053.97	40,793.04	3,180,287.41	215,383.73	19,868.36	18,258.32	4,175,729.96	9,025,000.00	-4,849,270.04	46.27%
Gross Profit												
663,172.90	18,912.23	19,053.97	40,793.04	3,180,287.41	215,383.73	19,868.36	18,258.32	4,175,729.96	9,025,000.00	-4,849,270.04	46.27%	
Expense												
6000 · SALARIES AND WAGES												
6141 · PROFESSIONAL SALARIES												

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

	TOTAL											
	1st QUARTER	Oct 11	Nov 11	Dec 11	Jan 12	Feb 12	Mar 12	Apr 12	Jul '11 - Apr 12	Budget	\$ Over Budget	% of Budget
6141A · PROFESSIONAL (ADULT)	168,596.81	47,961.42	46,846.84	50,405.22	46,401.69	47,624.11	71,997.39	47,920.65	527,754.13	680,099.00	-152,344.87	77.6%
6141C · PROFESSIONAL (C&P)	168,982.99	47,683.41	46,216.26	49,839.83	46,292.61	47,233.26	70,271.75	46,370.63	522,890.74	625,900.00	-103,009.26	83.54%
6141D · PROFESSIONAL (DIGITAL)	30,864.18	8,965.84	8,965.84	8,965.84	8,965.84	8,965.84	13,448.76	8,965.84	98,107.98	111,555.00	-13,447.02	87.95%
6141N · PROFESSIONAL (TEEN)	111,966.33	32,512.61	32,975.46	34,875.56	31,342.31	32,395.34	47,178.61	32,570.51	355,816.73	430,412.00	-74,595.27	82.67%
6141S · COMM SERV LIBR (SVC)	23,276.95	6,669.24	6,669.24	6,669.24	6,669.24	6,669.24	10,003.86	6,669.24	73,296.25	111,306.00	-38,009.75	65.85%
6141T · PROFESSIONAL (TECH)	47,320.81	13,551.65	13,428.12	13,915.87	13,276.82	13,211.31	20,076.86	13,537.15	148,318.59	193,828.00	-45,509.41	76.52%
Total 6141 · PROFESSIONAL SALARIES	551,008.07	157,344.17	155,101.76	164,671.56	152,948.51	156,099.10	232,977.23	156,034.02	1,726,184.42	2,153,100.00	-426,915.58	80.17%
6142 · CLERICAL SALARIES												
6142A · CLERICAL (ADULT)	87,428.63	25,100.55	24,829.99	26,881.49	24,372.64	24,441.40	36,955.21	23,875.16	273,885.07	347,266.00	-73,380.93	78.87%
6142C · CLERICAL (C&P)	50,812.74	13,594.35	13,002.58	14,816.22	13,037.44	13,119.75	17,817.58	12,805.18	149,005.84	225,568.00	-76,562.16	66.06%
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)	35,203.35	10,285.79	9,960.55	9,157.06	9,157.06	9,157.06	13,202.91	9,456.69	105,580.47	128,351.00	-22,770.53	82.26%
6142L · CLERICAL (LIT)	35,917.41	12,298.19	12,082.26	11,697.80	10,565.62	12,705.53	17,665.35	11,431.71	124,363.87	145,903.00	-21,539.13	85.24%
6142N · CLERICAL (TEEN)	13,064.82	3,651.61	3,938.27	4,707.31	3,916.99	3,842.68	5,133.07	3,379.04	41,633.79	53,013.00	-11,379.21	78.54%
6142R · CLERICAL (CIRC)	115,828.78	31,305.31	30,391.52	34,216.01	32,882.78	33,873.56	46,109.62	28,901.70	353,509.28	458,485.00	-104,975.72	77.1%
6142S · CLERICAL (SVC)	5,006.83	1,626.25	1,783.88	2,043.99	1,857.57	1,202.61	2,340.33	1,608.83	17,470.29	0.00	17,470.29	100.0%
6142T · CLERICAL (TECH)	49,038.05	13,279.68	11,294.89	11,828.09	10,164.07	13,158.82	19,071.19	13,595.92	141,430.71	184,358.00	-42,927.29	76.72%
6142X · CLERICAL (COMP)	2,328.56	378.27	287.89	505.35	348.15	456.27	1,299.88	815.70	6,420.07	11,839.00	-5,418.93	54.23%
Total 6142 · CLERICAL SALARIES	394,629.17	111,520.00	107,571.83	115,853.32	106,302.32	111,957.68	159,595.14	105,869.93	1,213,299.39	1,554,783.00	-341,483.61	78.04%
6143 · PAGE SALARIES												
6143A · PAGE (ADULT)	34,058.68	10,151.53	9,872.69	13,103.64	9,121.15	9,674.43	14,763.17	9,005.57	109,750.86	143,779.00	-34,028.14	76.33%
6143C · PAGE (C&P)	43,904.78	12,751.69	12,271.09	13,850.52	12,053.41	10,912.70	14,159.02	8,720.54	128,623.75	201,630.00	-73,006.25	63.79%
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)	1,499.70	636.62	503.37	554.53	188.24	0.00	0.00	0.00	3,382.46	7,689.00	-4,306.54	43.99%
6143N · PAGE (TEEN)	4,555.35	1,303.91	1,178.06	1,534.36	1,166.44	1,334.58	2,081.17	1,425.52	14,579.39	19,332.00	-4,752.61	75.42%
6143R · PAGE (CIRC)	4,915.92	1,259.49	1,197.09	1,696.24	1,357.84	1,189.69	1,911.96	1,527.03	15,055.26	7,689.00	7,366.26	195.8%
6143T · PAGE (TECH)	12,029.22	3,413.42	3,294.24	3,693.10	3,321.98	3,342.67	5,102.49	3,463.82	37,660.94	55,003.00	-17,342.06	68.47%
Total 6143 · PAGE SALARIES	100,963.65	29,516.66	28,316.54	34,432.39	27,209.06	26,454.07	38,017.81	24,142.48	309,052.66	435,122.00	-126,069.34	71.03%

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

										TOTAL		
	1st QUARTER	Oct 11	Nov 11	Dec 11	Jan 12	Feb 12	Mar 12	Apr 12	Jul '11 - Apr 12	Budget	\$ Over Budget	% of Budget
6144 · CUSTODIAL												
6144G · CUSTODIAL	52,326.35	16,311.72	16,178.30	19,282.50	15,882.58	16,507.62	24,850.08	16,218.21	177,557.36	224,806.00	-47,248.64	78.98%
Total 6144 · CUSTODIAL	52,326.35	16,311.72	16,178.30	19,282.50	15,882.58	16,507.62	24,850.08	16,218.21	177,557.36	224,806.00	-47,248.64	78.98%
6145 · SECURITY												
6145G · SECURITY	46,639.03	14,530.26	13,683.89	17,182.57	14,316.88	13,608.77	20,296.64	12,795.10	153,053.14	166,029.00	-12,975.86	92.19%
Total 6145 · SECURITY	46,639.03	14,530.26	13,683.89	17,182.57	14,316.88	13,608.77	20,296.64	12,795.10	153,053.14	166,029.00	-12,975.86	92.19%
6146 · TECHNICIAN												
6146W · TECHNICAL (WIRES)	46,592.37	13,252.36	13,684.57	14,406.83	13,451.83	13,521.49	20,433.56	13,770.23	149,113.24	176,761.00	-27,647.76	84.36%
Total 6146 · TECHNICIAN	46,592.37	13,252.36	13,684.57	14,406.83	13,451.83	13,521.49	20,433.56	13,770.23	149,113.24	176,761.00	-27,647.76	84.36%
6147 · ADMINISTRATIVE												
Total 6147 · ADMINISTRATIVE	61,859.12	17,777.70	17,777.70	17,777.70	17,777.70	17,777.70	26,666.55	17,777.70	195,191.87	226,110.00	-30,918.13	86.33%
Total 6000 · SALARIES AND WAGES	1,254,017.76	360,252.87	352,314.59	383,606.87	347,888.88	355,926.43	522,837.01	346,607.67	3,923,452.08	4,936,711.00	-1,013,258.92	79.48%
6200 · EMPLOYEE BENEFITS												
9010 · RETIREMENT	0.00	0.00	0.00	533,037.00	0.00	0.00	0.00	0.00	533,037.00	620,992.00	-87,955.00	85.84%
9030 · SOCIAL SECURITY	94,135.05	26,969.85	25,823.07	28,216.81	26,110.26	26,729.00	39,250.62	26,005.89	293,240.55	360,000.00	-66,759.45	81.46%
9040 · WORKERS' COMPENSATION	0.00	0.00	0.00	0.00	55,268.00	0.00	0.00	0.00	55,268.00	50,000.00	5,268.00	110.54%
9050 · UNEMPLOYMENT INSURANCE	3,753.00	2,430.00	0.00	0.00	0.00	0.00	0.00	2,227.04	8,410.04	10,507.00	-2,096.96	80.04%
9055 · DISABILTY INSURANCE	4,253.31	1,466.56	1,468.56	1,470.56	0.00	1,365.52	2,936.36	1,469.80	14,430.67	16,800.00	-2,369.33	85.9%
9060 · MEDICAL INSURANCE	135,125.37	42,341.58	45,599.56	48,410.98	44,724.66	46,531.12	45,316.50	45,278.04	453,327.81	585,900.00	-132,572.19	77.37%
9065 · MTA TRANSIT TAX	4,183.78	1,202.12	1,175.14	1,281.53	1,160.45	1,187.95	1,744.47	1,155.82	13,091.26	16,785.00	-3,693.74	77.99%
Total 6200 · EMPLOYEE BENEFITS	241,450.51	74,410.11	74,066.33	612,416.88	127,263.37	75,813.59	89,247.95	76,136.59	1,370,805.33	1,660,984.00	-290,178.67	82.53%
6410A · BOOKS (ADULT)	24,143.37	10,878.04	9,239.10	14,750.84	7,064.19	7,433.89	14,230.91	10,322.89	98,063.23	220,000.00	-121,936.77	44.57%

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

										TOTAL		
	1st QUARTER	Oct 11	Nov 11	Dec 11	Jan 12	Feb 12	Mar 12	Apr 12	Jul '11 - Apr 12	Budget	\$ Over Budget	% of Budget
6410C · BOOKS (C&P)	14,154.12	4,686.73	2,474.12	11,723.38	9,403.05	5,252.78	5,785.00	16,878.18	70,357.36	119,500.00	-49,142.64	58.88%
6410L · BOOKS (LIT)	0.00	3,074.25	352.17	1,512.66	0.00	1,891.09	15.08	0.00	6,845.25			
6410N · BOOKS (TEEN)	2,683.47	874.79	1,426.00	1,131.41	1,302.30	2,482.45	4,270.30	2,750.85	16,921.57	30,000.00	-13,078.43	56.41%
6410T · BOOKS (TECH)	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%
6411A · MICRO/REF CD (ADULT)	2,712.35	9,891.68	3,595.00	2,435.00	5,615.00	0.00	1,370.66	0.00	25,619.69	45,000.00	-19,380.31	56.93%
6411C · MICRO/REF CD (C&P)	0.00	5,766.66	0.00	3,135.00	5,934.20	99.00	231.00	0.00	15,165.86	18,250.00	-3,084.14	83.1%
6411N · MICRO/REF CD (TEEN)	525.00	5,766.66	0.00	2,435.00	5,615.00	0.00	231.00	0.00	14,572.66	20,000.00	-5,427.34	72.86%
6412A · RECORDINGS (ADULT)	4,418.31	2,074.61	1,871.25	2,588.74	588.36	2,717.41	5,377.60	1,679.11	21,315.39	47,200.00	-25,884.61	45.16%
6412C · RECORDINGS (C&P)	525.30	293.28	284.75	1,597.92	19.48	508.63	2,277.49	0.00	5,506.85	10,000.00	-4,493.15	55.07%
6412L · RECORDINGS (LIT)	20.00	0.00	0.00	0.00	0.00	0.00	90.00	0.00	110.00			
6412N · RECORDINGS (TEEN)	1,078.84	98.97	652.31	489.29	196.35	0.00	3,919.63	0.00	6,435.39	10,000.00	-3,564.61	64.35%
6413A · PERIODICALS (ADULT)	393.61	466.43	2,061.52	964.90	0.00	233.25	31.47	18.00	4,169.18	33,000.00	-28,830.82	12.63%
6413C · PERIODICALS (C&P)	463.99	24.99	0.00	1.06	0.00	0.00	0.00	179.75	669.79	6,325.00	-5,655.21	10.59%
6413D · PERIODICALS (ADM)	0.00	0.00	50.00	50.00	0.00	0.00	0.00	0.00	100.00	1,000.00	-900.00	10.0%
6413G · PERIODICALS (GEN)	0.00	0.00	0.00	0.00	474.15	0.00	0.00	0.00	474.15	1,200.00	-725.85	39.51%
6413N · PERIODICALS (TEEN)	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%
6413T · PERIODICALS (TECH)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00	-250.00	0.0%
6413W · PERIODICALS (WIRES)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150.00	-150.00	0.0%
6417A · VIDEOS (ADULT)	21,261.74	9,965.14	2,017.46	13,607.55	18,404.82	2,891.76	16,484.05	6,589.93	91,222.45	90,000.00	1,222.45	101.36%
6417C · VIDEOS (C&P)	7,235.66	3,062.64	1,249.39	2,587.36	6,994.78	667.08	6,845.27	4,496.54	33,138.72	53,000.00	-19,861.28	62.53%
6417L · VIDEOS (LIT)	46.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	46.00			
6417N · VIDEOS (TEEN)	1,269.23	269.71	0.00	1,330.63	482.23	0.00	1,178.20	0.00	4,530.00	12,000.00	-7,470.00	37.75%
6419G · SOFTWARE (GEN)	0.00	0.00	0.00	0.00	0.00	3,194.90	0.00	0.00	3,194.90	1,200.00	1,994.90	266.24%
6419N · SOFTWARE (TEEN)	0.00	0.00	0.00	1,199.00	0.00	0.00	0.00	0.00	1,199.00	1,500.00	-301.00	79.93%
6419T · SOFTWARE (TECH)	0.00	0.00	0.00	1,208.00	0.00	0.00	0.00	0.00	1,208.00	3,000.00	-1,792.00	40.27%
6419W · SOFTWARE (WIRES)	3,121.70	702.96	0.00	0.00	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)	348.38	80.43	0.00	132.59	42.90	0.00	1,621.07	0.00	2,225.37	4,500.00	-2,274.63	49.45%
6430G · OFFICE AND LIBRARY SUPPLIES	15,516.86	8,116.58	1,416.80	8,380.06	10,292.22	3,522.01	8,372.78	5,786.12	61,403.43	95,000.00	-33,596.57	64.64%
6431D · TELECOMMUNICATIONS	2,478.16	796.48	725.11	2,302.08	3,765.27	700.96	3,788.95	737.72	15,294.73	60,000.00	-44,705.27	25.49%

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

										TOTAL		
	1st QUARTER	Oct 11	Nov 11	Dec 11	Jan 12	Feb 12	Mar 12	Apr 12	Jul '11 - Apr 12	Budget	\$ Over Budget	% of Budget
6432G · CARTAGE	1,770.00	590.00	0.00	1,180.00	590.00	590.00	590.00	0.00	5,310.00	7,500.00	-2,190.00	70.8%
6433G · POSTAGE	11,488.92	4,489.09	4,499.75	4,667.58	3,030.31	4,583.43	6,913.59	3,043.93	42,716.60	60,000.00	-17,283.40	71.19%
6434A · PRINTING (ADULT)	-238.25	-531.60	-0.25	-5.00	0.00	-10.00	412.45	-541.00	-913.65	4,275.00	-5,188.65	-21.37%
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)	23,529.57	6,702.07	24.80	6,581.00	6,581.00	15,027.73	0.00	12,317.47	70,763.64	102,000.00	-31,236.36	69.38%
6434N · PRINTING (TEEN)	0.00	0.00	0.00	0.00	0.00	486.00	0.00	0.00	486.00	6,000.00	-5,514.00	8.1%
6434R · PRINTING (CIRC)	0.00	0.00	0.00	196.50	0.00	0.00	0.00	0.00	196.50	5,500.00	-5,303.50	3.57%
6434S · PRINTING (COMM SRV)	652.50	0.00	0.00	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)	9.18	17.15	0.00	6.11	504.50	501.31	9.99	45.58	1,093.82	4,000.00	-2,906.18	27.35%
6435C · CED, CONF & TRAVEL (C&P)	437.17	41.07	7.70	40.51	158.37	627.68	272.48	433.59	2,018.57	5,250.00	-3,231.43	38.45%
6435D · CED, CONF & TRAVEL (ADM)	2,394.54	688.00	200.00	8,006.18	75.00	1,064.52	240.52	456.22	13,124.98	7,500.00	5,624.98	175.0%
6435G · CED, CONF & TRAVEL (GEN)	240.07	391.29	47.93	679.67	129.00	549.91	0.00	40.86	2,078.73	3,000.00	-921.27	69.29%
6435L · CED, CONF & TRAVEL (LIT)	59.06	45.01	0.00	33.49	2,184.10	-1,698.64	7.94	19.36	650.32			
6435N · CED, CONF & TRAVEL (TEEN)	1,218.00	186.13	123.62	224.19	34.50	683.91	256.31	549.52	3,276.18	5,000.00	-1,723.82	65.52%
6435R · CED, CONF & TRAVEL (CIRC)	0.00	0.00	0.00	0.00	0.00	485.46	0.00	0.00	485.46	2,500.00	-2,014.54	19.42%
6435S · CED, CONF & TRAV (COMM SRV)	137.67	0.00	10.60	233.42	37.03	1,068.99	0.00	28.00	1,515.71	3,000.00	-1,484.29	50.52%
6435T · CED, CONF & TRAVEL (TECH)	0.00	0.00	0.00	0.00	0.00	485.46	0.00	100.00	585.46	2,950.00	-2,364.54	19.85%
6435W · CED, CONF & TRAVEL (WIRES)	85.00	0.00	0.00	0.00	7.93	493.78	0.00	35.00	621.71	4,000.00	-3,378.29	15.54%
6436 · CONTRACTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	94,522.00	94,522.00	110,000.00	-15,478.00	85.93%
6437A · PROGRAMS (ADULT)	16,725.12	3,463.58	4,224.65	6,409.80	4,212.68	3,121.47	6,136.55	4,736.07	49,029.92	61,120.00	-12,090.08	80.22%
6437C · PROGRAMS (C&P)	15,524.81	2,091.41	950.05	2,833.25	1,339.59	2,765.77	8,437.48	4,857.74	38,800.10	75,000.00	-36,199.90	51.73%
6437L · PROGRAMS (LIT)	2,050.00	5,377.52	4,119.76	3,161.25	4,715.20	4,535.52	4,986.96	4,219.51	33,165.72			
6437N · PROGRAMS (TEEN)	17,683.35	3,370.18	4,966.47	2,928.30	3,784.42	4,140.13	4,286.30	2,807.62	43,966.77	50,000.00	-6,033.23	87.93%
6437P · PROFESSIONAL FEES	0.00											
643760 · PLANTINGS	368.32	184.16	227.53	191.53	191.53	383.06	0.00	265.65	1,811.78	2,500.00	-688.22	72.47%
643765 · PROMOTION AND PUBLICITY	2,489.99	833.33	0.00	1,666.66	2,337.33	1,666.66	0.00	833.33	9,827.30	30,000.00	-20,172.70	32.76%
643770 · CONTINGENCY	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%
6437P01 · ACCOUNTANT/AUDITOR	0.00	0.00	0.00	14,750.80	0.00	0.00	0.00	0.00	14,750.80	16,500.00	-1,749.20	89.4%
6437P02 · AUDITOR	500.00	1,000.00	0.00	1,000.00	500.00	0.00	0.00	1,000.00	4,000.00	6,000.00	-2,000.00	66.67%
6437P10 · ELECTION	0.00	0.00	0.00	-450.00	0.00	0.00	0.00	4,822.68	4,372.68	4,700.00	-327.32	93.04%

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

										TOTAL		
	1st QUARTER	Oct 11	Nov 11	Dec 11	Jan 12	Feb 12	Mar 12	Apr 12	Jul '11 - Apr 12	Budget	\$ Over Budget	% of Budget
6437P11 · FSA ADMINISTRATION	401.25	133.75	133.75	133.75	131.50	131.50	131.50	131.50	1,328.50	1,500.00	-171.50	88.57%
6437P12 · PAYROLL SERVICES	5,143.72	2,058.12	379.62	2,267.16	2,597.71	1,690.04	732.89	1,307.79	16,177.05	23,720.00	-7,542.95	68.2%
6437P13 · ARMORED CAR SERVICE	508.05	171.59	0.00	343.18	171.59	171.59	171.59	171.59	1,709.18	2,250.00	-540.82	75.96%
6437P14 · PIANO TUNING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
6437P15 · DOCUMENT MANAGEMENT/DEST	98.52	98.52	0.00	0.00	98.52	0.00	0.00	105.41	400.97			
6437P16 · STAFF BACKGROUND SCREEN	0.00	0.00	0.00	113.61	0.00	227.22	0.00	0.00	340.83	7,500.00	-7,159.17	4.54%
6437P17 · TRANSLATION SERVICES	82.50	84.00	11.00	11.00	60.00	14.60	30.00	43.45	336.55	1,000.00	-663.45	33.66%
6437P3 · APPRAISAL SERVICES	2,200.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,200.00	500.00	1,700.00	440.0%
6437P4 · ATTORNEY	6,500.00	1,620.00	1,381.98	1,765.50	7,575.00	158.38	0.00	1,064.99	20,065.85	13,000.00	7,065.85	154.35%
6437P5 · BACKFLOW INSPECTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	-100.00	0.0%
6437P6 · BOARD SECRETARY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	-500.00	0.0%
6437P7 · COLLECTION AGENCY	689.15	250.60	340.10	402.75	358.00	375.90	250.60	250.60	2,917.70	3,000.00	-82.30	97.26%
6437P8 · DENITE SYSTEMS ANALYSIS	0.00	0.00	0.00	0.00	332.72	0.00	0.00	0.00	332.72	750.00	-417.28	44.36%
6437P9 · EAP	0.00	6,795.00	0.00	0.00	0.00	0.00	0.00	6.58	6,801.58	6,750.00	51.58	100.76%
Total 6437P · PROFESSIONAL FEES	18,981.50	13,229.07	2,473.98	22,195.94	14,353.90	4,818.95	1,316.58	10,003.57	87,373.49	122,770.00	-35,396.51	71.17%
6438 · DUES	1,859.00	132.00	185.00	308.06	687.00	25.00	670.00	45.00	3,911.06	5,000.00	-1,088.94	78.22%
6439A · EQUIPMENT R & M (ADULT)	21.90	2.95	4.15	4.15	4.15	125.15	125.15	4.15	291.75	3,500.00	-3,208.25	8.34%
6439C · EQUIPMENT R & M (C&P)	8.25	0.00	0.00	0.00	0.00	118.25	0.00	0.00	126.50	3,500.00	-3,373.50	3.61%
6439G · EQUIPMENT R & M (GEN)	9,575.36	2,443.13	0.00	4,456.64	2,804.52	2,108.74	2,358.54	3,068.62	26,815.55	39,015.00	-12,199.45	68.73%
6439N · EQUIPMENT R & M (TEEN)	21.90	2.96	4.15	4.15	4.15	4.15	4.15	4.15	49.76	400.00	-350.24	12.44%
6439R · EQUIPMENT R & M (CIRC)	10,877.06	1,791.00	0.00	10,877.06	0.00	10,874.28	0.00	0.00	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)	1,436.43	378.81	0.00	1,995.12	0.00	0.00	378.81	1,386.43	5,575.60	26,000.00	-20,424.40	21.45%
6450E · ELECTRICITY	48,417.54	0.00	9,801.72	16,952.18	9,221.88	7,529.08	7,861.52	9,208.51	108,992.43	175,000.00	-66,007.57	62.28%
6450F · FUEL/GAS	240.43	3,293.07	189.60	429.25	6,818.85	926.60	966.39	3,126.87	15,991.06	40,000.00	-24,008.94	39.98%
6450W · WATER	353.38	0.00	421.60	0.00	0.00	205.57	0.00	0.00	980.55	1,600.00	-619.45	61.28%
6451G · CUSTODIAL SUPPLIES	6,273.28	1,534.46	809.96	1,679.64	1,872.88	1,509.96	2,311.24	797.13	16,788.55	17,500.00	-711.45	95.94%
6452G · BLDG ALTERATION AND MAINT	14,688.24	2,383.40	505.00	6,358.20	3,744.40	3,820.99	949.80	6,159.98	38,610.01	175,000.00	-136,389.99	22.06%
6454 · INSURANCE	47,504.39	0.00	0.00	0.00	0.00	0.00	0.00	25.00	47,529.39	68,250.00	-20,720.61	69.64%

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

										TOTAL		
	1st QUARTER	Oct 11	Nov 11	Dec 11	Jan 12	Feb 12	Mar 12	Apr 12	Jul '11 - Apr 12	Budget	\$ Over Budget	% of Budget
6485G · Bank Fees	863.77	306.95	146.46	555.29	166.32	181.14	131.66	216.17	2,567.76	0.00	2,567.76	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%
7203 · EQUIPMENT - Capital Purchases	0.00											
7203A · EQUIPMENT ADULT	0.00	153.98	0.00	25.81	10.28	0.00	0.00	837.22	1,027.29	3,500.00	-2,472.71	29.35%
7203C · EQUIPMENT C & P	0.00	66.96	59.97	0.00	463.67	1,202.69	0.00	0.00	1,793.29	3,000.00	-1,206.71	59.78%
7203D · EQUIPMENT ADMIN	0.00	349.64	0.00	0.00	0.00	0.00	0.00	0.00	349.64	2,500.00	-2,150.36	13.99%
7203G · EQUIPMENT BUS OFF	157.05	0.00	139.00	0.00	0.00	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	390.50	80.49	0.00	216.16	214.38	0.00	0.00	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	15,716.25	260.85	0.00	19,632.67	711.76	75.89	3,313.50	83.25	39,794.17	140,000.00	-100,205.83	28.42%
Total 7203 · EQUIPMENT - Capital Purchases	16,263.80	911.92	198.97	19,874.64	1,400.09	1,278.58	3,313.50	920.47	44,161.97	158,000.00	-113,838.03	27.95%
Total Expense	1,870,294.29	554,884.63	487,711.57	1,192,452.79	619,808.32	536,364.10	741,143.33	634,820.87	6,637,479.90	9,025,000.00	-2,387,520.10	73.55%
Net Ordinary Income	-1,207,121.39	-535,972.40	-468,657.60	-1,151,659.75	2,560,479.09	-320,980.37	-721,274.97	-616,562.55	-2,461,749.94	0.00	-2,461,749.94	100.0%
Other Income/Expense												
Other Expense												
7500 · BUILDING IMPROVEMENTS	72,638.26	6,173.77	0.00	12,333.24	11,218.01	4,795.80	4,571.33	6,293.34	118,023.75			
7900 · TRANSFER TO/(FROM) CAPITAL FUND	1,000,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000,000.00			
Total Other Expense	1,072,638.26	6,173.77	0.00	12,333.24	11,218.01	4,795.80	4,571.33	6,293.34	1,118,023.75			
Net Other Income	-1,072,638.26	-6,173.77	0.00	-12,333.24	-11,218.01	-4,795.80	-4,571.33	-6,293.34	-1,118,023.75	0.00	-1,118,023.75	100.0%
Net Income	-2,279,759.65	-542,146.17	-468,657.60	-1,163,992.99	2,549,261.08	-325,776.17	-725,846.30	-622,855.89	-3,579,773.69	0.00	-3,579,773.69	100.0%

MMSCL
Operating Funds Monthly Report
April 2012

INSTITUTION	PURPOSE	BALANCE FORWARD	DEPOSITS	DISBURSEMENTS	INTEREST	ENDING BALANCE
Empire Nat'l Bank	MONEY MARKET	\$ 5,906,426.13	\$ 11,495.14	\$ 634,327.37	\$ 4,667.41	\$ 5,288,261.31 *
Empire Nat'l Bank	CREDIT CARD M.M.	\$ 283,247.59	\$ 2,577.00	\$ 608.08	\$ 233.03	\$ 285,449.54 *
Empire Nat'l Bank	OPERATING	\$ 192,555.42	\$ 214,756.00	\$ 184,273.26	\$ 109.93	\$ 223,148.09 *
Empire Nat'l Bank	PAYROLL	\$ 104,593.67	\$ 419,672.37	\$ 437,148.13	\$ -	\$ 87,117.91 *
						<u>\$ 5,883,976.85</u>

INSTITUTION	PURPOSE	MATURITY DATE	TERM	RATE	BALANCE
Capital One Bank	Denitrification System	September 28, 2012	12 Months	0.05%	\$ 15,000.00
TOTAL INVESTMENTS:					<u>\$ 15,000.00</u>
TOTAL CASH & INVESTMENTS:					<u><u>\$ 5,898,976.85</u></u>

**MASTICS-MORICHES-SHIRLEY COMMUNITY
LIBRARY**

CAPITAL FUND FINANCIAL REPORT

APRIL 2012

PREPARED & SUBMITTED BY:

**CHRISTOPHER NOWAK
BUSINESS MANAGER**

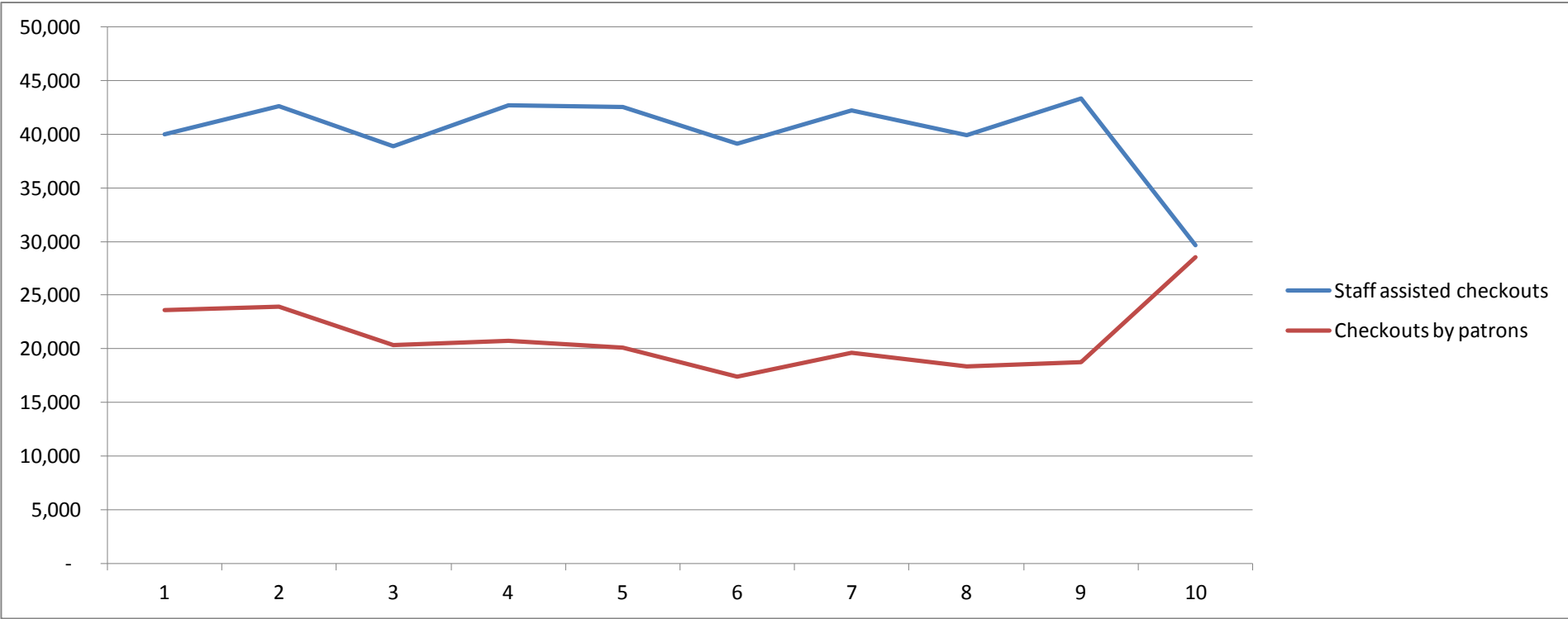
MMSCL
CAPITAL FUND MONTHLY REPORT

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
March-12		\$ 2,860,663.30	\$ 2,657.45		\$ 2,863,320.75
April-12		\$ 2,863,320.75	\$ 2,346.98		\$ 2,865,667.73
				Grand Total :	\$ 2,865,667.73

Director's Report

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APRIL	MAY	JUNE	YTD TOTALS	Last YTD Totals	YTD % Change	Total Cards				
PATRON VISITS	22,696	24,509	21,672	23,792	25,285	24,353	28,252	28,144	28,817	27,841			255,361	278,066	-8.17%					
WEB SITE VISITS	41,135	35,940	33,335	34,179	31,564	29,063	34,125	31,614	37,757	34,797	-	-	343,509	357,592	-3.94%					
Adult	7,860	8,783	8,280	8,619	9,430	8,588	9,339	8,640	9,793	8,251			87,583	69,522	25.98%					
CPSD	2,851	2,524	1,743	2,092	1,895	1,517	2,036	2,080	2,395	2,174			21,307	23,132	-7.89%					
Teen	2,056	1,813	1,627	1,688	1,516	1,121	1,352	1,139	1,221	888			14,421	14,232	1.33%					
Programs	6,558	3,049	3,728	3,001	2,497	2,552	4,131	3,623	4,786	3,534			37,459	53,368	-29.81%					
Library Link	504	380	336	310	379	316	402	365	405	326			3,723	4,827	-22.87%					
Communitylibrary.org	18,825	16,915	15,965	16,202	15,847	14,969	16,865	15,767	19,157	15,529			166,041	170,954	-2.87%					
Facebook	2,481	2,476	1,656	2,267	5,389	4,060	1,684	3,185	3,975	4,095			31,268	31,529	-0.83%					
CIRCULATION	70,460	73,397	65,149	69,985	68,890	63,794	69,812	66,089	70,732	66,654	-	-	684,962	643,435	6.45%					
Staff assisted checkouts	39,990	42,592	38,903	42,694	42,577	39,100	42,220	39,882	43,349	29,631			400,938	407,759	-1.67%					
Checkouts by patrons	23,608	23,921	20,336	20,716	20,130	17,382	19,618	18,367	18,762	28,570			211,410	178,504	18.43%					
Digital checkouts	804	806	824	884	932	1,190	1,879	1,410	1,553	1,500			11,782	4,286	174.90%					
Renewals	6,058	6,078	5,086	5,691	5,251	6,122	6,095	6,430	7,068	6,953			60,832	52,886	15.02%					
ILLs out	3,876	3,926	3,502	3,527	3,246	3,170	3,462	3,080	3,285	2,701			33,775	44,355	-23.85%					
ILLs in	2,427	2,687	2,625	2,518	2,428	2,461	2,639	2,832	3,169	2,531			26,317	26,441	-0.47%					
Holds	6,041	6,355	6,472	6,574	6,146	5,688	7,129	7,059	7,503	6,745			65,712	66,273	-0.85%					
Filled holds	5,926	6,054	5,610	5,838	5,436	5,516	6,251	5,735	6,321	5,206			57,893	69,315	-16.48%					
New library cards	364	315	303	329	323	203	352	355	367	260			3,171	3,451	-8.11%					
Contract patrons	1,039	120	72	50	45	32	87	47	47	13			1,552	1,244	24.76%					
COMPUTER USAGE	6,981	7,778	7,071	7,592	7,084	6,383	7,192	6,417	7,137	5,846	-	-	69,481	63,596	9.25%					
Adult	4,444	5,277	4,862	5,133	4,811	4,589	5,099	4,580	5,049	4,521			48,365	44,472	8.75%					
CPSD	1,466	1,382	1,164	1,378	1,216	945	1,154	1,040	1,288	1,325			12,358	10,348	19.42%					
Teen	1,071	1,119	1,045	1,081	1,057	849	939	797	800				8,758	7,764	12.80%					
REFERENCE QUESTIONS	2,324	2,040	2,757	2,484	2,375	2,048	1,990	2,079	2,846	2,088	-	-	23,031	22,313	3.22%					
Adult	487	436	533	467	478	292	322	465	877	869			5,226	6,427	-18.69%					
CPSD	1,496	1,300	1,790	1,674	1,581	1,488	1,317	1,251	1,523	1,219			14,639	12,840	14.01%					
Teen	139	162	323	225	227	192	232	254	356				2,110	2,328	-9.36%					
Chat Reference	202	142	111	118	89	76	119	109	90				1,056							
OTHER QUESTIONS	7,749	7,789	7,644	7,347	6,903	6,091	6,921	6,543	7,585	5,326	-	-	69,898	79,908	-12.53%					
Adult	3,884	4,123	4,336	3,818	3,915	3,286	3,572	3,634	3,880	3,316			37,764	44,567	-15.26%					
CPSD	2,959	2,978	2,613	2,885	2,381	2,046	2,540	2,226	2,758	2,010			25,396	24,090	5.42%					
Teen	906	688	695	644	607	759	809	683	947				6,738	10,279	-34.45%					
PROGRAMS, IN-HOUSE ATTENDANCE	5,483	5,763	2,010	2,438	2,668	1,973	2,347	2,845	3,207	3,139	-	-	31,873	39,158	-18.60%					
Adult	1,269	1,543	726	630	593	500	694	929	1,204	924			9,012	10,908	-17.38%					
CPSD	2,874	2,985	468	895	1,149	647	541	863	903	1,460			12,785	17,258	-25.92%					
Community Service													-	-						
TSD	890	748	430	549	449	408	408	451	410				4,743	4,525	4.82%					
Outside organizations	450	487	386	364	477	418	704	602	690	755			5,333	5,825	-8.45%					
OFFSITE PROGRAM ATTENDANCE	654	432	104	498	382	338	326	439	275	496	-	-	3,944	5,763	-31.56%					
OFFSITE SESSIONS	23	11	5	18	16	13	15	19	15	17	-	-	152	111	36.94%					
Adult attendance	137	49	91	46	23	82	42	54	61	72			657	923	-28.82%					
Adult # of sessions	5	2	4	2	1	2	2	2	2	2			24	14	71.43%					
CPSD attendance	491	237	13	420	348	219	247	359	185	424			2,943	3,506	-16.06%					
CPSD # of sessions	16	6	1	14	13	9	11	15	11	15			111	66	68.18%					
Community Service attendance													-	-						
Community Service # of sessions													-	-						
Teen attendance	26	146	-	32	11	37	37	26	29				344	1,228	-72.50%					
Teen # of sessions	2	3	-	2	2	2	2	2	2				17	26	-39.29%					
LITERACY PROGRAM ATTENDANCE	260	241	830	2,019	1,321	1,033	1,383	1,054	972	579	-	-	9,692	6,934	39.78%					
In-house attendance	260	241	214	902	435	643	522	429	359	226			4,231	3,572	18.45%					
in-house children's attendance			89	371	282	140	253	172	241	176			1,724							
In-house # of sessions	15	16	10	44	25	17	36	29	37	25			254	264	-3.79%					
Offsite attendance			527	746	604	250	608	453	372	177			3,737	3,335	12.05%					
Offsite # of sessions			35	47	39	29	54	45	56	32			337	285	18.25%					

CIRCULATION	63,598	66,513	59,239	63,410	62,707	56,482	61,838	58,249	62,111	58,201	-	-
Staff assisted checkouts	39,990	42,592	38,903	42,694	42,577	39,100	42,220	39,882	43,349	29,631		
Checkouts by patrons	23,608	23,921	20,336	20,716	20,130	17,382	19,618	18,367	18,762	28,570		



612,348	256,791	138%	-
400,938			-
211,410			-

Memo: To the Board of Trustees, May 21, 2012

From: Tara D'Amato, Assistant Director

Administration

- Staff training is underway, with our new online system called WeComply. We launched the first module, Preventing Workplace Violence – on May 8 and so far 40 staff have completed it. Feedback has been good, and we are happy with the functionality of the product. This system will provide us with the necessary documentation to comply with state and federally mandated training for staff. In the future, we can use the system to create our own library training for staff.
- I met with 12 local businesses about sponsoring gift certificates for the library's Summer Reading Program. We are getting a positive response, and will feature donated items or gift certificates from local businesses in the Adult themed raffle baskets.
- I attended a Business Trade show at Middle Country Public Library. The concept was a business to business networking opportunity. We have had many requests for local businesses to run programs here, and we feel that a semi-annual trade show is the most equitable and efficient way for the library to showcase local business. The business vendors said they really enjoyed the event.
- The Used Book Subcommittee has been meeting online regarding starting up a community donation bin for used books. Our reseller Better World Books will soon make outdoor collection bins available, and we discussed how to site one and what some operational concerns will be.

Community Service

- A local Eagle Scout candidate has signed on to build two "little library" outdoor boxes, to be installed with either benches or flower beds Osprey Pointe Park and Bayview Park. The box is like a parcel-sized outdoor mailbox that will hold a collection of a few books. The next step is getting our local legislator to sponsor a Town resolution allowing the installation of the outdoor boxes, so I am beginning this. Check out <http://www.littlefreelibrary.org/index.html> to see how the concept works. The benefit to the MMS library is that the boxes will be part of our outreach effort. We plan to have an event where local civic groups can adopt, decorate and install a box, and we hope this can provide us with new ways for local groups to take ownership and pride in helping us maintain small outreach collections throughout the community, giving a second life to used books.

Friends of the Arts

- Seussical the Musical was performed on April 20 and 21. The Saturday evening show appeared to be filled to capacity, and the Friday evening performance was well attended. For a first effort, the play was wonderful and the community really appreciated the grassroots effort that went into the play. As usual, the musicians and actors were terrific. Our little Whos – the 3rd through 6th graders who came to the library for a six week theatre workshop – were adorable. We look forward to improving this Community Theatre model for next year.

Meetings Attended

May 1 – Manorville Chamber of Commerce Networking Night
May 2 – Wm. Floyd PTSO General Meeting at Hobart
May 3 – Hobart Kindergarten Orientation Outreach
May 7 – Wm. Floyd Kindergarten Outreach
May 8 – Miller Business Center Trade Show



The school auditorium was full of eager parents and friends waiting for Seussical to begin! It was a great performance, Jennifer Roller and Cathy Meinhold put an enormous amount of effort into making this happen. Standing ovations at the end of both shows! What an inspiration to the community. We have a lot of home grown theatrical talent, and there is clearly an audience for it.

Thanks to new trustee Wendy Gross for getting us invited to do outreach at the Floyd Kindergarten orientations! We met lots of current and future library members, and signed up over 25 people for library cards. Literacy staff connected with many families who were unaware of our ESOL services. →



The Miller Business Center Trade show at Middle Country Library was a good opportunity to advertise the Friends of the Arts! I learned that a handful of local residents from Shirley run businesses and use the Miller center, because they were vendors at the trade show! We need to get these folks to our library as business owners, and will be planning a similar event for the fall in cooperation with the Chamber of Commerce.

Board of Trustees Meeting May 21, 2012

- **HVAC Contract**

- Revised from previously Board approved contract
- Amended language allows dissolution of contract on the quarter versus annual notice
- This beneficial change was added due to the possibility of new equipment being installed during the contract period
- The new equipment would be covered by a warranty and may not be installed by the existing contractor

- **Meetings**

- Attended Ad-Hoc Meeting on May 7, 2012

- **Facilities Update**

- Main external backflow prevention device has passed annual testing
- Currently investigating false alarm issue with burglar alarm panel

- **Continuing Education**

- Attended a *CareerTrack* training event late last month

- **Audit – FYE June 30, 2012**

- Preliminary fieldwork scheduled for later this month
- Currently on track for a Fall 2012 start date

- **PayPal Mastercard**

- The Adult Department is requesting that we obtain a new debit card that they can link to the library's e-readers to facilitate the updating/purchasing of new titles
- The current process is very time consuming as staff must enter a credit card into the devices, complete the purchase(s), and then delete all the credit card information from the readers before they can be circulated
- By linking the e-readers to a *DEBIT* Mastercard we will be able to control the amount of funds that can be accessed through the card thus limiting our exposure and freeing up staff for more productive tasks

- **Workers Compensation**

- As mentioned previously, we recently underwent our annual audit of our workers compensation policy
- Audit resulted in return of premium of approximately \$2K

- **MTA Payroll Tax**

- Reported our MTA Payroll Tax expense for the twelve months ended March 2011 to the Suffolk Cooperative Library System
- The System is trying to secure refunds from New York State for tax paid in the above period of time



Children & Parents

Rachel Wyneken
Department Head

May 2012 Board Report

As I am writing this, the full-time librarians are scripting the video we will be shooting tomorrow night that will be used to promote the summer reading club to the children in all the elementary schools in June. It will also be featured on our website. It will star library staff and well-known children's book characters.



Speaking of well-known children's book characters, a number of them visited the library during Children's Book Week May 7-13, including Max from *Where the Wild Things Are*, Alice in Wonderland, Snow White, Hermione from *Harry Potter* and Fancy Nancy. Staff members came up with their own costumes and were quite creative. Sylvia Maurer deserves special notice for dressing as a different character every day of the entire weeklong celebration.

In addition, CPSD staff members selected some of their favorite books of all kinds (picture books, fairytales, non-fiction, chapter books, poetry, etc.) to display for patrons to choose from. We each wrote a personal note on a bookmark that went into the titles, explaining why we recommended them. From the frequency with which the displays had to be refilled, we know that patrons tried our recommendations.

More and more we have been offering programs on the CPSD floor because of the difficulty in getting the needed meeting room space. At times we close off a portion of the Playspace for this purpose. This did bring loud complaints from one patron, a grandmother who absolutely refused to leave the room even after various CPSD staff and then Tara spoke to her. Aside from this one incident, however, the programs in the Playspace have worked out well. A positive feature of the programs on the floor is that the action attracts additional



attendance, beyond those registered, which we accommodate if at all possible. For example, the program Ready, Set, Recycle Robots on April 20 had 20 children registered, but 28 actually attended.

Our first set of Discovery Center chicks hatched, and the chicks are already back at the farm. We are now waiting for the second batch of eggs to hatch. On April 24, when the first set was beginning to hatch, the department received calls throughout the evening regarding their progress. One woman especially praised the library for offering such a special event. She said that her family was watching from home and anxiously awaiting the hatching of a currently cracked egg.

Pat Mininni was exceptionally pleased with the success of the Child Care Fair this year. Fourteen child care providers participated in the annual event held on Sunday, April 29, and the providers were pleased with the turnout from the public. Patrons expressed their satisfaction upon leaving and commented on how much information they were able to obtain. One patron who had special needs for her child was so grateful to find what she needed. She signed up with a provider right on the spot. Academic Associates was so thrilled to be included in the fair that they offered their services free of charge to two of our second grade patrons.



As of May 1, our public computer use is being monitored by PC Reservation software, which allows patrons to sign themselves on with their library card and password. At the beginning, we required that all printing be released by staff at the children's reference desk, but this quickly became too cumbersome: what was supposed to free up staff time instead involved more staff time. We are waiting for a coin box to arrive so that patrons can release their own print jobs, which will solve this problem. Other than that, the switch seems to be going well and has been accepted by patrons with no complaint.



Adults



May 2012

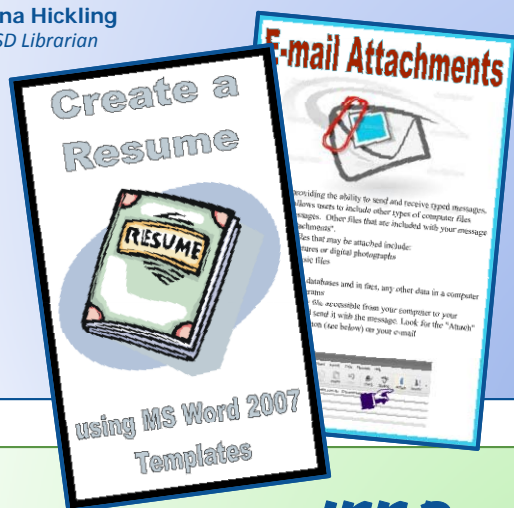
Josephine Wuthenow
Department Head

MMSCL Helps Patrons with Technology



Dana Hickling
RASD Librarian

This month we received thirty-four calls from patrons for tech help. Twenty-two patrons were assisted, eight did not return our phone calls, two patrons cancelled their appointments after figuring it out for themselves, one patron never showed for their appointment, and one still has an appointment pending as of today.



The Public Access Computer Center is currently creating quick and easy how-to instruction booklets to help the public with basic software instruction. Our first examples include email attachments, setting up a gmail account, and creating your resume with Word 2007 templates with more to follow.



Brad Shupe
RASD Librarian

INN Reach Workshop

I attended a workshop for a new program called INN Reach that will be integrated into our existing system, Milcirc. This will enable Nassau and Suffolk County Libraries to access and interloan their materials, and will give patrons the ability to request these items as well. This new program will begin running sometime in May.



Christine Neis
Principal Clerk

Getting Around

So I was at my DRs office out in Wading River yesterday and was browsing through some books and magazines that they had to peruse while in the waiting room and to my surprise I stumbled upon a bibliography... And even better it was a bibliography from this library one that I had actually put together. I just thought how wonderful it was that our materials are getting around... Here the picture I took.

Kelly Sheridan
RASD part-time librarian



Thank You, Mr. Hickling

Thank you so much Mr. Hickling for finding the book "the innocent anthropologist". I am extremely grateful and I am sure Stony Brook library will be too. a mistake I will hopefully never repeat



RASD Program Statistics (July - April FY 2011 - 2012)

Program Categories	ADULTS			SENIORS			18 - 24 yr. olds	
	Total Attended	Total Sessions		Total Attended	Total Sessions		Total Attended	Total Sessions
Yoga	1168	38		0	0			
Info./Instructional	1859	325		918	48		12	2
Entertainment	3043	44		552	63		721	49
Crafts	467	45						
Cooking	398	17						
Book Discussions	134	20						
Bus Trips	45	1						
Career Counseling	94	34						
Computer Classes	217	20						
SCORE (Small Business Counseling)	41	18						
Totals	7,466	562		1470	111		733	51
Totals for Adult and Senior Programs	9,669	724						

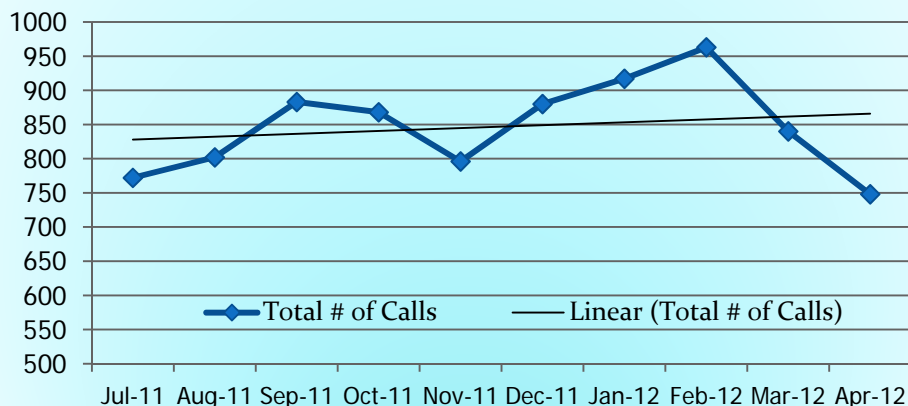
Computer Usage

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	4415	634	5049
April	4016	505	4521
May			0
GRAND TOTAL	43218	5147	48365

Attendance Percentages

Adult Programs:	
Yoga	16%
Info./Instructional	25%
Entertainment	41%
Crafts	6%
Cooking	5%
Book Discussions	2%
Bus Trips	1%
Career Counseling	1%
Computer Classes	3%
SCORE (Small Business Counseling)	1%
	100%
Senior Programs:	
Info./Instructional	62%
Entertainment	38%
	100%
18 - 24 yr. old Programs:	
Info./Instructional	2%
Entertainment	98%
	100%

Total # of Calls for Copy/Fax Machine Help



**RASD Pages
helped patrons**

8469

**times with
Copies & Faxes**



Copy/Fax Machine Usage FY 2011-12

	Copy Calls	Fax Calls	GRAND TOTALS
Jul-11	501	271	772
Aug-11	523	279	802
Sep-11	535	348	883
Oct-11	530	338	868
Nov-11	494	302	796
Dec-11	526	354	880
Jan-12	551	366	917
Feb-12	585	378	963
Mar-12	511	329	840
Apr-12	415	333	748
May-12			0
Jun-12			0
TOTALS:	5171	3298	8469

Readers' Advisory

The library's "Reader's Corner" blog published 25 posts in the month of April, on topics including new books, themed booklists, book awards, and book-to-movie alerts. The most-viewed blog post this month, entitled "Moning's 'Shadowfever': Read-alikes" was published over a year ago in March 2011. This statistic suggests that many people who read the blog stumble upon it through searches rather than by subscribing or checking it daily. This conclusion is further supported by looking at the traffic statistics, which show that the majority of traffic to the page is driven by Google rather than other referring sites, such as communitylibrary.org. In the month of April, the blog received a total of 1,660 views, which is down slightly from 1,855 in March 2012.

Readers' Advisory Blog Snapshot, April 2012:

- # of posts published: 25
- # of views: 1,660
- Most viewed-post: Moning's 'Shadowfever': Read-Alikes
- Topic traffic source: Google

Reader's Corner
Let's Talk Books

Send Us Your Review!

Best opening lines

Check out the article 'Best Opening Lines' on the list 100 opening lines. Learn how to use these lines to find your next read. This is a great resource for anyone who loves to read. Click on the link to the article to learn more.

Book of the Month: **True Grit** by Charles Portis

Featured Author Pick: **The Road** by Cormac McCarthy

Carolyn Walsh, part-time RASD Librarian

Museum Pass Program

Pass Usage Statistics Perpetual

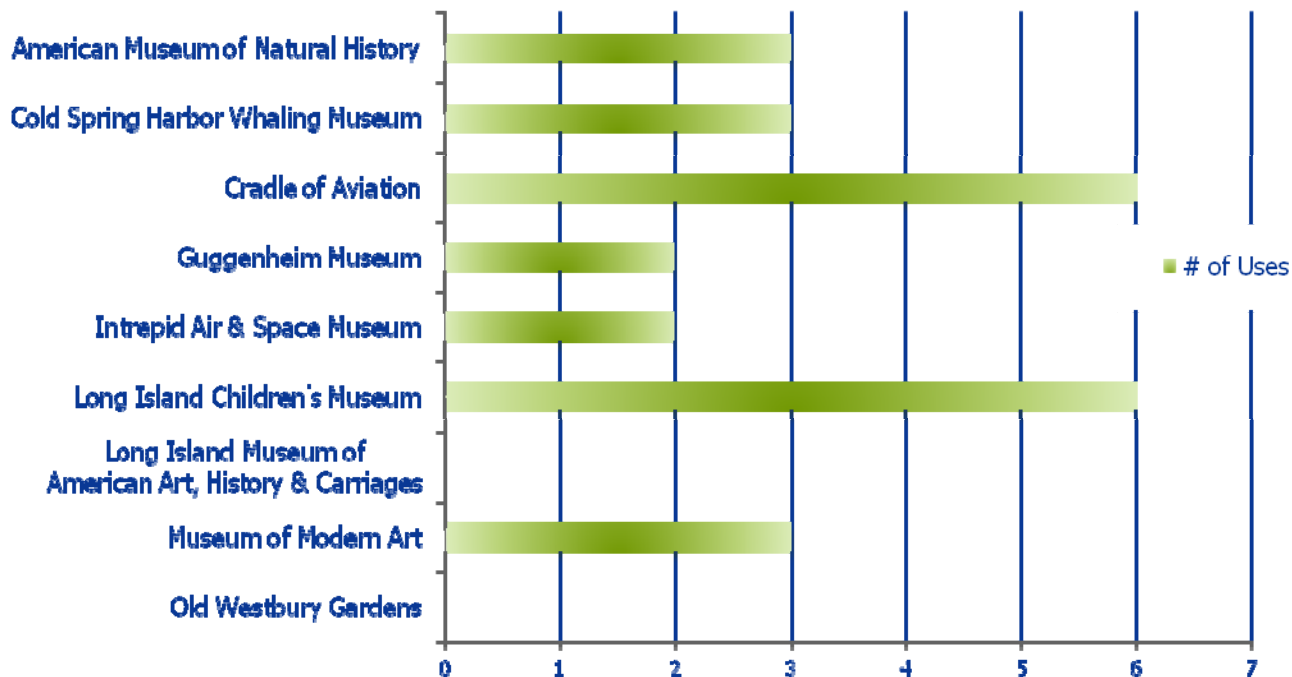
Reporting Period: April 1, 2012 Through April 30, 2012

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	Pass Cost Prorated	Cost per Use
American Museum of Natural History	3	\$83	\$27.78
Cold Spring Harbor Whaling Museum	3	\$8	\$2.78
Cradle of Aviation	6	\$63	\$10.42
Guggenheim Museum	2	\$0	
Intrepid Air & Space Museum	2	\$42	\$20.83
Long Island Children's Museum	6	\$63	\$10.42
Long Island Museum of American Art, History & Carriages	0	\$25	
Museum of Modern Art	3	\$250	\$83.33
Old Westbury Gardens	0	\$29	
Total Uses During Period	25	\$563	\$23

of Uses



Jennifer Matelski
RASD Librarian



Teen Services Department — May 2012

Teen Desk Statistics report:

As we continue to collect detailed statistics about staff activity and patron requests, I am beginning to look for patterns that can assist us in determining staffing levels, collection development aims, staff training needs, programming goals and more.

For my year-end report in July 2012, I will chart some of the patterns that are emerging. In the meantime, some notable questions and requests from April:

- Do you have the hunger games companion?
- Is Alan Moore still alive?
- We want to play runescape online but one computer is blocking the site.
- What kind of games do they play at game on?
- Where are the e-readers located?
- My account says I have a book, but I don't. What do I have to do?
- Who wrote the Battle of Jericho?
- Do you have the Integrated Algebra study guide?
- Looking for 13 yr. old girl: clean read-girls-romance-humor/realistic fiction...

April 2012 Teen Desk Questions Statistics	
01 Readers Advisory	26
02 Homework Help	1
03 Reference	44
04 Do you have _____? (specific book, cd, videogames etc)	159
05 ILL/Reserve Item	85
06 Internet Searching/Computer Help	27
All Reference Requests	342
07 Program Signup and Information	117
08 Directional	38
09 Computer Signup/Time Extension/Printing/Computer Troubleshooting	523
10 Retrieve video game(s)	116
11 Needs supplies/headphones/etc	71
Other	15
Directional/Other Requests	880
Total Requests	1222

	Mondays		Tuesdays		Wednesdays		Thursdays		Fridays		Saturdays		Sundays		# Ref Ques TOTAL	# Other Req TOTAL	TOTAL # of ques per time slot	# of days	Avg # Ref Ques/day	Avg # Other Req/Day	Avg Total Ques/Day	
	# Ref Ques	# Other Req	# Ref Ques	# Other Req	# Ref Ques	# Other Req	# Ref Ques	# Other Req	# Ref Ques	# Other Req	# Ref Ques	# Other Req	# Ref Ques	# Other Req								
9am - 1pm	4	14	19	12	7	28	18	42	6	19	8	38	n/a	n/a	62	153	215	25	2	6	9	9am - 1pm
1pm-5pm*	28	141	16	61	26	68	10	36	21	113	25	32	32	56	158	507	665	29	5	17	23	1pm - 5pm*
5pm - 9pm	60	85	21	64	21	32	20	39	n/a	n/a	n/a	n/a	n/a	n/a	122	220	342	17	7	13	20	5pm - 9pm
comb.	92	240	56	137	54	128	48	117	27	132	33	70	32	56	342	880	1222	29	12	30	42	o mb.
#of days	5	5	4	4	4	4	4	4	4	4	4	4	4	4								#of days
avg 9a-1p	1	3	5	3	2	7	5	11	2	5	2	10	n/a	n/a	Notes:							
avg 1p-5p	6	28	4	15	7	17	3	9	5	28	6	8	8	14	Reference Questions: Readers Advisory, Homework Help, Reference, Do you have _____? (Specific title/author/artist), Reserve/ILL item(s),and							
avg 5p-9p	12	17	5	16	5	8	5	10	n/a	n/a	n/a	n/a	n/a	n/a	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 Q/day	18	48	14	34	14	32	12	29	7	33	8	18	8	14								
	Mondays		Tuesdays		Wednesdays		Thursdays		Fridays		Saturdays		Sundays									
	# Ref Ques	# Other Req	# Ref Ques	# Other Req	# Ref Ques	# Other Req	# Ref Ques	# Other Req	# Ref Ques	# Other Req	# Ref Ques	# Other Req	# Ref Ques	# Other Req	*1pm - 5pm includes 1-7:30pm Fridays and 12-4p Sundays							



Lorraine Squires — Head, Teen Services Department

April 2012 Program Statistics

Program Category	# of programs	Attendance
Drop In Programs	12	51
On the Road (off site programs)	2	23
Crafts and Food	5	50
Entertainment	12	105
Reading	1	1
Arts	3	3
Enrichment	1	4
Planning Ahead	2	28
Class Visits	5	57
TOTAL PROGRAMS & ATTENDANCE	43	339

TSD Librarian Reports:

From Tom Casper: During the last two Fridays of April and the first two in May, teens who attended Illustrators Workshop had the opportunity to learn how to create their own comic books with guest artist and teacher, Kevin Kempster. By having a guest artist, teens were able to learn something new about the art world from a different perspective other than mine.

The curriculum for learning the ins and outs of creating a comic book:

Week 1: Introduction to comics and comic books.

Week 2: Layout, panels and stories.

Week 3: Cover design and talk bubbles

Week 4: Finishing your book and printing it out.

This was fairly successful, with a core group of 6-8 teens that attended every week.

I plan on having more guest artists teach projects Illustrators Workshop in the future. We are already booked for another guest in October.



TSD Librarian Reports:



celebrating reading by connecting teens and authors



From Kerrilynn Hurley: On Saturday, April 28th I helped host the second annual Author's Unlimited event at St. Joseph's College. This event connects more than a dozen YA authors with local teens and allows them to meet and work with them in a small and intimate setting. Over the past few months I have done extensive research on each of the authors. Myself and other committee members designed personalized swag bags filled with goodies for each author, thanks to SCLS and YASD who generously donated the funds for this project. The day was a huge success with hundreds of teens and their families attending!

The picture here is of Alexis Romano, one of our own MMSCL teens who was chosen to work with author Adele Griffin throughout the day and be part of her entourage! Alexis was so excited to work with Adele because she had read her books and could not wait to meet her!

From Stephanie Kyle:

On April 20th I attended the first half of the 2012 Fran Romer Memorial Booktalk Workshop. Long Island author, Caroline Bock, was the guest speaker and delivered an informative presentation on her first fiction book "LIE".

The 2nd Annual Author's Unlimited took place on April 28th at St. Joseph's College in Patchogue. For most of the day I was responsible for the button making station that the teens could not get enough of. Many parents also loved the button making experience. Participants were able to create buttons by cutting images and words out of magazines that had been withdrawn from the teen department. Christine Tanzi, from Middle Country Public Library, and I stamped the buttons for the teens as they eagerly looked on.



Lorraine Squires — Head, Teen Services Department

TSD Librarian Reports—Long Island Library Conference:

Three Teen Services Librarians attended this year's Long Island Library Conference, on Thursday May 3 at the Melville Marriot. Thank you to the board and the community for allowing us to attend such a rich and informative local conference. Below you'll find reports from Kerrilynn Hurley, Stephanie Kyle (who attended as a conference committee member), and Carol-Leigh Susinno.

From Kerrilynn Hurley:

- The first session I attended was Social Networking in the Library: Implications of use for Administration & Staff. Along with the excellent handouts, I was able to hear from an attorney who broke down the laws regarding confidentiality and issues regarding administration and actions they may/may not take.
- The second session was titled Back to the Future: Promoting Books and Reading. This was by far the most interesting of the three. The speakers were engaging and the content was intriguing and useful.
- During the luncheon, I was able to hear from guest speaker Nancy Pearl and listened to her discuss the perils of librarianship. It was also a chance for me to network with librarians from both Nassau and Suffolk Counties that sat with me at my table.
- Also, the booths were a fun part of the day. I had volunteered to work the SCLA booth, but due to overbooking, I was able to spend that time going around to all of the booths and talking to representatives from all businesses and groups.
- Finally, I was able to catch a portion of Margaret Marshall's presentation on Wellness in the Workplace is Contagious. There were a few key points that were made that I hope to learn from and positively influence my work environment.

From Stephanie Kyle:

The 2012 Long Island Library Conference had me extremely busy setting up for the conference on May 2nd and on conference day on May 3rd. Since this was our first time at the Melville Marriott there were many last minute kinks that had to be worked out. It

From Carol-Leigh Susinno:

Program I: Check This Out: Booktalking for Teens Speaker: Nancy Pearl

This program was aimed toward Reader's Advisory. Nancy Pearl pointed out that wholly, Reader's Advisory is aimed toward what the patron may like, NOT what we like. When a patron asks for a "good book", we should never suggest what our opinion of a good book is; rather take the time to know your patron, conduct the interview based on what you know about them, suggest a few titles, and ask them to return with feedback for future suggestions. In addition, Ms. Pearl suggested that we should always read outside our comfort zone because not everything we like our patrons will like. We need to know all the genres so we can satisfy the wide variety of readers that we serve. During the Reader's Advisory interview, we should always give an assortment of books to the reader, and encourage them to return with feedback. And instead of knowing the plot, it is important to reproduce your experience reading the book. Know your patron, know the characters, and know the content of the story. Ms. Pearl suggests we do not want to give a book to a teen that is inappropriate in content; therefore it is important to know the age group that it is geared toward, and if you are unsure, read the reviews.

CONFERENCE REPORT CONTINUED ON NEXT PAGE

TSD Librarian Reports—Long Island Library Conference CONTINUED:

From Carol-Leigh Susinno (Continued):

Program II: Back to the Future: Promoting Books and Reading

I enjoyed listening to Barbara Moon speak about the Authors Unlimited program. Her photos depicted an exciting and well planned event. It was successful, as well as a great experience for all. It was a way to bring teens and authors together to collaborate, inspire, and offer enlightenment into the world of being an author. Most of all, the event promoted reading and the diverse group of people behind these amazing stories.

The other speakers shared ideas for fundraising, marketing, and promoting our libraries and services. Overall it was a good program, and I left inspired and hopeful.

Program III: Opening doors, Opening Possibilities: Providing Effective Reader's Advisory Service

Speaker: Nancy Pearl

Ms. Pearl spoke briefly about her theories and philosophies on booktalking to teens. There were two volunteers that booktalked a book each. The first book was Lips Touch, by Laini Taylor. The second book was Clean, by Amy Reed. Following each booktalk, the audience was asked to critique the booktalks and give positive and negative reactions.

I learned several new techniques for booktalking. First, you must really know your book. Ms. Pearl suggested that we should focus more on the story, and the characters rather than the plot. Being enthused about the book and speaking about the most alluring part of the story is what draws readers to the book. Speak about the characters as if you know them, and memorize lines in the story as if you are the character speaking to the audience. Ms. Pearl suggested we should present our booktalks as if they are an advertisement for the book; a commercial. She also suggested we should tell the audience what it is we liked about the book. I was told in library school to never tell the audience that you loved a book, and we had the same views about that. She did say not everyone will like the books you are suggesting, but it's also not a crime to say you liked a book. If the patrons know you, and know your style, they will pick the book up that you are suggesting because they value your judgment.

Last, Ms. Pearl suggested that while booktalking, we should never look at patrons in the audience that are not paying attention, sleeping, or texting, but instead make eye contact with the patrons that are interested in what you are saying. It will keep your stamina of the booktalk steady instead of you losing focus and enthusiasm.



Lorraine Squires – Head, Teen Services Department

Circulation Stats:

Circulation Activity: 66,654 in total

Staff Assisted Checkouts 29,631—Self Checkouts 28,570

Online Renewals 6,953—Digital Checkouts 1,500

Physical Visitors: 27,841 Current Card Holders: 43,933

New Cards issued: 260

MMSCL District Patrons 247—Out of District Contract Patrons 13

Meeting Room Usage: Number of rooms booked by district organizations—113

Number of community residents in attendance—755

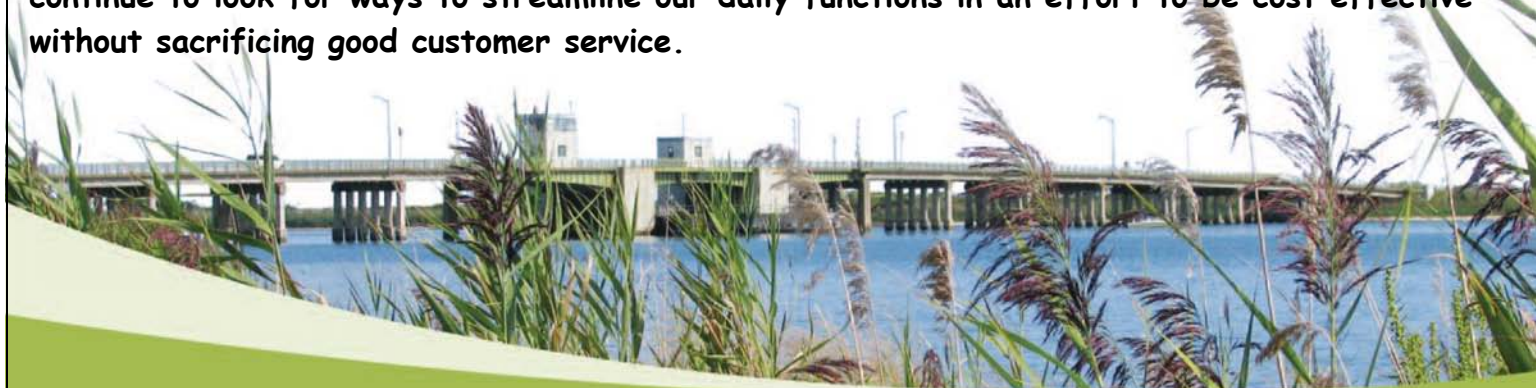
SMS Alerts (text notifications) 126 patrons enrolled—Online Self Registration 9

Department News:

As you can see from last month's circulation activity stats, staff assisted and self checkout statistics are running very close with only 2/3 of the month including the additional self check. The additional self check by the "Open Holds" area was added midday April 10th. The Circulation Services Department will hire two additional pages who will start by the end of May. The additional pages will enhance the department's ability to introduce more patrons to the self check process and at the same time maintain the area. I am confident the additional pages will make scheduling floor coverage more cost effective and will free up clerical staff to attend to patron staff assisted issues uninterrupted.

Department Head Note:

On another bittersweet note, one more long time employee and very dear friend, Carol Hughes will be retiring from the circulation department by the end of May. Carol's departure will enable the department to restructure how we perform our part of the library's business. I will continue to look for ways to streamline our daily functions in an effort to be cost effective without sacrificing good customer service.



May 2012

Nick Tanzi

In May, Digital Services prepared the online version of our Summer Reading Club, implemented a new round of digital literacy programs for the public, and documented an upsurge in mobile use of our website.

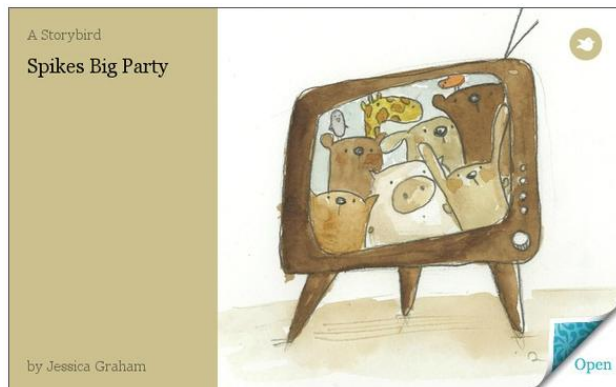
Mobile Use Skyrockets!

Mobile traffic (smartphones, ipods, etc) is up 119% from last year! Compare this to a 14.12% decline in traditional computer traffic. Mobile use now accounts for 9.8% of our traffic, and is on an upward trend. These impressive numbers exclude MMSCL app users—which now number approximately 1,000. Investments in our mobile site and app in years past have paid dividends, and we are now well positioned to handle our growing base of mobile users. Plans on promoting the app to the William Floyd School District are in the works. A more comprehensive look at mobile traffic is also underway.

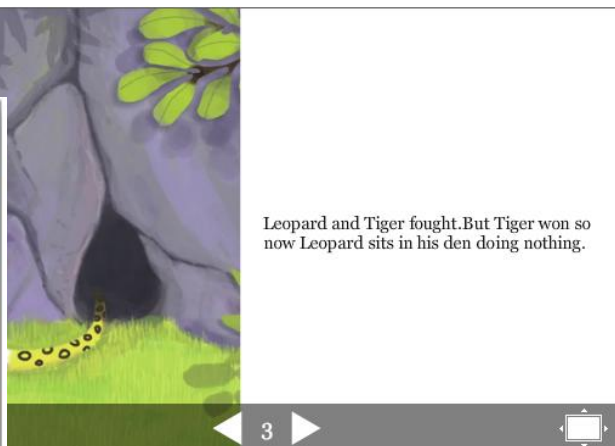


Digital Literacy Programs

- Participants in our “What’s Your Story?” program created digital picture books which are hosted on our website (www.communitylibrary.or/kids/storybird.aspx).
- A similar program is being introduced to Teen Services.
- These programs build digital literacy, and result in content that drives traffic to our website.
- Next up—Digital Animation in June and multiple computer programs in July.



And guess who saved clueless Dorian...



Summer Reading Club 2012

The Summer Reading Club websites are nearly complete. Each one is a variation of the theme "Dream Big" and are featured below. Patrons will be able to sign up online starting 6/1, including through our app!



REPORT OF PERSONNEL CHANGES

SUFFOLK COUNTY DEPARTMENT OF CIVIL SERVICE

DATE PREPARED
05/21/12

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
TRS	Lentino, Amanda		Library Clerk	\$25.21/hr		03/21/12	
APT	Tepper, Alyssa A		Library Clerk	\$13.13/hr	Under 17.5	04/24/12	
RE	McDuffie, Natasha		Page	\$8.97/hr		04/24/12	
APT	McDuffie, Natasha		Library Clerk	\$13.13/hr	Under 17.5	04/25/12	
APT	Connor, Brian F.		Guard	\$19.29/hr	Under 17.5	05/01/12	
APT	Smith, Suzanne E.		Library Clerk	\$17.32/hr	Under 17.5	05/01/12	
APT	Nilsen, Kyle E.		Page	8.29/hr	Under 17.5	05/17/12	
APT	Restaino, Amanda M.		Page	8.29/hr	Under 17.5	05/17/12	
APT	Rosenberg, Nicholas A		Page	8.29/hr	Under 17.5	05/17/12	
APT	Haase Jr., Daniel A		Page	8.29/hr	Under 17.5	05/17/12	

- 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?

☐ APPROVED
 ☐ DISAPPROVED
☐ APPROVED AS NOTED

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

Signature of Appointing Authority



Lisa M. G. Mulligan, Chief Executive Officer

TO: The Attached Distribution List:
The Honorable Steven Bellone, Suffolk County Executive
The Honorable Mark Lesko, Brookhaven Town Supervisor
Village Mayors
School Superintendents
Library Districts
Fire Districts
Ambulance Districts

FROM: Town of Brookhaven Industrial Development Agency

DATE: May 11, 2012

RE: Town of Brookhaven Industrial Development Agency
Re-Adoption of Uniform Tax Exemption Policy

The Town of Brookhaven Industrial Development Agency (the “**Agency**”) proposes to amend and re-adopt its Uniform Tax Exemption Policy, originally adopted on February 8, 1999 (the “**Existing Policy**”).

The proposed amendment and re-adoption of the Existing Policy (the “**Re-Adopted UTEP**”) is necessary for the Agency to continue to provide financial assistance to various business entities to acquire, locate, construct, renovate, equip and/or expand in the Town of Brookhaven, New York (the “**Town**”), which would generate additional revenues, housing and employment within the Town.

On May 29, 2012, at 9:30 a.m. at the Town of Brookhaven Division of Economic Development, One Independence Hill, 2nd Floor, Farmingville, New York 11738, the Agency will hold a public hearing with respect to the Re-Adopted UTEP. We are providing this notice to you, pursuant to Section 874 of the New York General Municipal Law, as a chief executive officer of an affected tax jurisdiction located within the Town in order to notify you of the proposed Re-adopted UTEP. Prior to taking final action on the proposed Re-adopted UTEP at such meeting, the Agency will review any correspondence received from any affected tax jurisdiction regarding such proposed Re-Adopted UTEP. In addition, you or your representatives are welcome to attend such public hearing, at which time you will have an opportunity to address the Agency regarding the proposed Re-Adopted UTEP.

LMGM:jb
Enclosure

DISTRIBUTION LIST

Suffolk County Executive

Honorable Steven Bellone

Town Supervisor

Honorable Mark Lesko

Village Mayors

Honorable Ted Lucki, Belle Terre
Honorable William Veitch, Bellport
Honorable Robert J. Scottaline, Lake Grove
Honorable Michael S. Levine, Old Field
Honorable Paul V. Pontieri, Patchogue
Honorable Eileen Harvey, Poquott
Honorable Margot Garant, Port Jefferson
Honorable Roger Pijacki, Shoreham
Honorable William Biondi, Mastic Beach

School Districts

Dr. Anthony J. Annunziato, Bayport-Blue Point
Mr. Russell J. Stewart, Center Moriches
Dr. Joseph V. Rella, Comsewogue
Dr. Charles Russo, East Moriches
Mr. Mark A. Nocero, Eastport-South Manor
Ms. Lorretta Ferraro, Fire Island
Mr. George H. Grigg, Little Flower
Dr. Allan Gerstenlauer, Longwood
Dr. Robert A. Gerold, Middle Country
Ms. Susan G. Hodun, Miller Place
Dr. Anthony J. Bonasera, Mount Sinai
Mr. Michael J. Locantore, Patchogue-Medford
Dr. Kenneth Bossert, Port Jefferson
Dr. Michael F. Ring, Rocky Point
Mr. James J. Nolan, Sachem
Mr. Steven R. Cohen, Shoreham-Wading River
Dr. Howard Koenig, South Country
Mr. Neil Lederer, Three Village
Dr. Paul Casciano, William Floyd

Library Districts

Mr. Michael Firestone, Bayport-Blue Point
Ms. Nan Peel, Center Moriches
Mr. Brandon Pantorno, Comsewogue
Ms. Suzanne Johnson, Longwood
Ms. Sandra Feinberg, Middle Country
Ms. Dina McNeece Chrils, Patchogue-Medford

Mr. Robert Goykin, Port Jefferson
Ms. Laura Hawrey, North Shore
Ms. Judith Willner, Sachem
Ms. Mary Haines, South Country
Mr. Ted Guttman, Emma S. Clark
Ms. Kerri Rosalia, Mastic-Moriches-Shirley

Fire Districts

Chairperson, Bellport
Chairperson, Blue Point
Chairperson, Brookhaven
Chairperson, Brookhaven National Lab
Chairperson, Center Moriches
Chairperson, Centereach
Chairperson, Coram
Chairperson, Davis Park
Chairperson, East Moriches
Chairperson, Farmingville
Chairperson, Gordon Heights
Chairperson, Hagerman
Chairperson, Holtsville
Chairperson, Mastic
Chairperson, Mastic Beach
Chairperson, Medford
Chairperson, Middle Island
Chairperson, Miller Place
Chairperson, Mount Sinai
Chairperson, North Patchogue
Chairperson, Patchogue
Chairperson, Port Jefferson
Chairperson, Ridge
Chairperson, Rocky Point
Chairperson, Ronkonkoma
Chairperson, Selden
Chairperson, Setauket
Chairperson, Sound Beach
Chairperson, Stony Brook
Chairperson, Terryville
Chairperson, Yaphank

Ambulance Districts

Chairperson, East Moriches
Chairperson, Manorville
Chairperson, Mastic
Chairperson, Mastic Beach
Chairperson, Medford
Chairperson, Patchogue
Chairperson, Port Jefferson
Chairperson, Shirley
Chairperson, South Country

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that a public hearing pursuant to Section 874 of the New York State General Municipal Law will be held by the Town of Brookhaven Industrial Development Agency (the “**Agency**”) on the 29th day of May, 2012 at 9:30 a.m. local time, at Town of Brookhaven Division of Economic Development, One Independence Hill, 2nd Floor, Farmingville, New York 11738, in connection with the re-adoption by the Agency of the Agency’s Uniform Tax Exemption Policy, a copy of which is available at the Agency’s office, One Independence Hill, 2nd Floor, Farmingville, New York 11738 and on the Agency’s web site, www.brookhavenida.org

Dated: May 11, 2012

TOWN OF BROOKHAVEN
INDUSTRIAL DEVELOPMENT
AGENCY

By: Lisa MG Mulligan
Chief Executive Officer

DRAFT

TOWN OF BROOKHAVEN INDUSTRIAL DEVELOPMENT AGENCY UNIFORM TAX EXEMPTION POLICY

SECTION 1. PURPOSE AND AUTHORITY. Pursuant to Section 874(4)(a) of Title One of Article 18-A of the General Municipal Law (the "Act"), Town of Brookhaven Industrial Development Agency (the "Agency") is required to establish a uniform tax exemption policy applicable to the provision of any financial assistance of more than one hundred thousand dollars to any project. This uniform tax-exemption policy was adopted pursuant to a resolution enacted by the members of the Agency on (insert date).

SECTION 2. DEFINITIONS. All words and terms used herein and defined in the Act shall have the meanings assigned to them in the Act, unless otherwise defined herein or unless the context or use indicates another meaning or intent. The following words and terms used herein shall have the respective meanings set forth below, unless the context or use indicates another meaning or intent:

(A) "Administrative Fee" shall mean a charge imposed by the Agency to an Applicant or project occupant for the administration of a project.

(B) "Affected Tax Jurisdiction" means, with respect to a particular project, Suffolk County, the Town, any Village or applicable School District, Fire Districts or other taxing jurisdictions in which such project is located which will fail to receive real property tax payments or other tax payments which would otherwise be due with respect to such project due to a Tax Exemption obtained by reason of the involvement of the Agency in such project, unless the Affected Tax Jurisdictions shall agree in writing to add or subtract additional governmental entities thereto.

(C) "Agency Fee" shall mean the normal charges imposed by the Agency on an Applicant or a project occupant to compensate the Agency for the Agency's participation in a project. The term "Agency Fee" shall include not only the Agency's normal application fee and the Agency's normal Administrative Fee, but also may include (1) reimbursement of the Agency's expenses, (2) rent imposed by the Agency for use of the property of the Agency and (3) other similar charges imposed by the Agency.

(D) "Applicant" shall mean an applicant for financial assistance.

(E) "Applicant Project" shall mean a project which is undertaken by the Agency for the benefit of an Applicant which either (1) has been or will be financed by the issuance by the Agency of bonds, notes or other evidences of indebtedness with respect thereto or (2) is a straight lease transaction which the Agency has determined to undertake pursuant to the Lease Policy.

(F) "Town" shall mean the Town of Brookhaven.

(G) "Lease Period" shall mean the lease policy approved by resolution of the members of the Agency, pursuant to which the Agency set forth the circumstances under which the Agency will consider undertaking a straight-lease transaction.

(H) "Municipality" shall mean the town and each village located within the Town.

(I) "Non-Applicant Project" means a project which is undertaken by the Agency for the benefit of the Agency and shall not include an Applicant Project.

(J) "PILOT" or "Payment in Lieu of Tax" shall mean any payment made to the Agency or an Affected Tax Jurisdiction equal to all or a portion of the real property taxes or other taxes which would have been levied by or on behalf of an Affected Tax Jurisdiction with respect to a project but for Tax Exemption obtained by reason of the involvement of the Agency in such project, but such term shall not include Agency Fees.

(K) "School District" shall mean each school district located within the Town.

(L) "Tax Exemption" shall mean any financial assistance granted to a project which is based upon all or a portion of the taxes which would otherwise be levied and assessed against a project but for the involvement of the Agency in such project.

(M) "IDA" shall mean the Town of Brookhaven Industrial Development Agency AKA TOBIDA

(N) "Village" means any incorporated Village located within the Town.

SECTION 3. GENERAL PROVISIONS.

(A) General Policy. The general policy of the Agency is to grant Tax Exemptions as hereinafter set forth to (1) any Applicant Project and (2) any Non-Applicant Project.

(B) Exceptions. The Agency reserves the right to deviate from such policy in special circumstances. In determining whether special circumstances exist to justify such a deviation, the Agency may consider the magnitude of the deviation sought and the factors which might make the project unusual, which factors might include but not be limited to the following factors: (1) The magnitude and/or importance of any permanent private sector job creation and/or retention related to the proposed project in question; (2) whether the Affected Tax Jurisdictions will be reimbursed by the project occupant if such project does not fulfill the purposes for which Tax Exemption was granted; (3) the impact of such project on existing and proposed businesses and/or economic development projects; (4) the amount of private sector investment generated or likely to be generated by such project; (5) the estimated value of the Tax Exemptions requested; (6) the extent to which such project will provide needed services and/or revenues to the Affected Tax Jurisdictions; and (7) if the project is designated blighted as per the Blight 2 Light code. In addition, the Agency may consider the other factors outlined in Section 874(4)(a) of the Act.

(C) Application. No request for a Tax Exemption relating to an Applicant Project shall be considered by the Agency unless an application and environmental assessment form are filed with the Agency on the forms prescribed by the Agency pursuant to the rules and

regulations of the Agency. Such application shall contain the information requested by the Agency, including a description of the proposed project, the proposed financial assistance being sought with respect to the project, the estimated date of completion of the project, and whether such financial assistance is consistent with this part.

(D) Notice to Affected Tax Jurisdictions. No request for approval of an Applicant Project by the Agency which involves the issuance of bonds, notes or other evidences of indebtedness with respect thereto or any other application for Tax Exemptions or other financial assistance which may aggregate more than \$100,000 or which involves a proposed deviation from the provisions of this Uniform Tax Exemption Policy, shall be given final approval by the Agency unless and until (1) the Agency has sent written notice of said request to each Affected Tax Jurisdiction and (2) has given each Affected Tax Jurisdiction a reasonable opportunity, both in writing and in person, to be heard by the Agency with respect to the proposed request. With respect to Non-Applicant Projects, the Agency shall comply with the provisions of Section 859-a of the Act, to the extent applicable. In addition, the Agency shall comply with all other notice provisions contained in the Act relative thereto.

SECTION 4. SALES AND USE TAX EXEMPTION.

(A) General. State law provides that purchases of tangible personal property by the Agency or by an agent of the Agency, and purchases of tangible personal property by a contractor for incorporation into or improving, maintaining, servicing or repairing real property of the Agency, are exempt from sales and use taxes imposed pursuant to Article 28 of the Tax Law. The Agency has a general policy of abating sales and use taxes applicable (1) only to the initial acquisition, construction and/or equipping of an Applicant Project and (2) to any Non-Applicant Project. The Agency has no requirement for imposing a payment in lieu of tax arising from the exemption of an Applicant Project from sales and/or use taxes applicable to the initial acquisition, construction and/or equipping of such project, except (1) as described in subsection (E) below or (2) in the circumstance where (a) an Applicant Project is offered sales and use tax exemption on the condition that a certain event (such as the issuance of bonds by the Agency with respect to the project) occur by a certain date and (b) such event does not occur, in which case the Agency may require that the Applicant make payments in lieu of sales and use taxes equal to the amount of tax which otherwise may have been due to the New York State Department of Taxation and Finance.

(B) Period of Examination. Except as set forth in subsection (A) above, the period of time for which a sales and use tax exemption shall be effective (the "Tax Exemption Period") shall be determined as follows:

- (1) General. Unless otherwise determined by the Agency, the sales and use tax exemption for an Applicant Project shall be for the Tax Exemption Period commencing with the issuance by the Agency of bonds, notes or other evidences of indebtedness with respect to such project, or the execution and delivery by the Agency of a lease agreement relating to such project pursuant to the Lease Policy, and ending on the date of completion of the project or specific date agreed upon by agency and

project. The Tax Exemption Period for a Non-Applicant Project shall extend for such period of time as the Agency shall determine.

- (2) Early Commencement. The Tax Exemption Period for an Applicant Project may, at the discretion of the Agency, commence earlier than the date of issuance by the Agency of the Agency's bonds, notes or other evidences of indebtedness relating to the project, provided that (a) the Agency has complied with the requirements of Section 859-a of the Act, (b) the Agency thereafter adopts a resolution determining to commence such period earlier, (c) the Applicant agrees to the conditions of such resolution and supplies to the Agency the materials required to be supplied to the Agency thereunder, and (d) the Chairperson or Executive Director of the Agency acknowledges satisfaction of all conditions to the granting of such Tax Exemption set forth in such resolution.
- (3) Normal Termination. The Tax Exemption Period for an Applicant Project will normally end upon the completion of the acquisition and construction of such project or the specific date agreed upon by the agency and the project. On construction projects, the Agency and the Applicant shall agree on the estimated date of completion of the project, and the sales and use tax exemption shall cease on the earlier of (a) the actual date of completion of such project or (b) the date which is six (6) months after the estimated date of completion of such project. On non-construction projects, the Agency and the Applicant shall agree on the estimated date of completion of the project, and the sales and use tax exemption shall cease on the earlier of (a) the actual date of completion of the project or (b) the date which is three (3) months after the estimated date of completion of the project. If the Agency and the Applicant shall fail to agree on a date for completion of the project, the Agency shall on notice to the Applicant make the determination on the basis of available evidence.
- (4) Later Termination. The Agency, for good cause shown, may adopt a resolution extending the period of completion of the project and/or extending the Tax Exemption Period.

(C) Items Exempted. The sales and use tax exemption granted by the Agency with respect to an Applicant Project shall normally extend only to the following items acquired during the Tax Exemption Period described in subsection (B) above:

- (1) Improvements to and items incorporated into the real property, including all building materials;
- (2) Tangible personal property, including furniture, furnishings and equipment used to initially equip the project or otherwise forming part of the project if purchased by the Applicant as agent of the Agency;

- (3) The rental of tools, equipment, and other items necessary for the construction and/or equipping of the project if rented by the Applicant as agent of the Agency; and
- (4) Office supplies, fuel, electricity, utilities, and similar items consumed in the process of acquiring, constructing and/or equipping the project if purchased by the Applicant as agent of the Agency.

(D) Items Not Exempted. A sales and use tax exemption with respect to an Applicant Project shall not be granted by the Agency for the following:

- (1) Purchases occurring beyond the Tax Exemption Period described in subsection (B) above;
- (2) Repairs, replacements or renovations of the project, unless such repairs, replacements or renovations constitute major capital-type expenses approved by the Agency as a separate project in the manner contemplated by the Act; or
- (3) Operating expenses, unless such operating expenses constitute major capital-type expenses approved by the Agency as a separate project in the manner contemplated by the Act.

(E) Percent of Exemption. Unless otherwise determined by resolution of the Agency, the sales and use tax exemption shall be equal to one hundred percent (100%) of the sales and/or use taxes that would have been levied if the project were not exempt by reason of the Agency's involvement in the project. If an exemption of less than one hundred percent (100%) is determined by the Agency to be applicable to a particular Applicant Project, then the Applicant shall be required to pay a PILOT to the Agency equal to the applicable percentage of sales and/or use tax liability not being abated. The Agency shall remit such PILOT, within thirty (30) days of receipt thereof by the Agency, to the Affected Tax Jurisdictions in accordance with Section 874(3) of the Act.

(F) Confirmation Letter. The final act of granting a sales and/or use tax exemption by the Agency shall be confirmed by the execution by an authorized officer of the Agency of a confirmation letter by the Agency. Such confirmation letter may either be in the form of a letter for the duration of the anticipated construction period relating to the project (where the sales and use tax exemption is permanent, because the Agency is satisfied that any conditions precedent to such sales and use tax exemption, such as the issuance of bonds or the execution of a lease agreement by the Agency, have been satisfied) or a letter having a shorter duration (where such sales and use tax exemption is tentative, because there remain conditions precedent to such sales and use tax exemption which have not been satisfied). Each such confirmation letter shall describe the scope and term of the sales and use tax exemption being granted.

(G) Required Filings. The New York State Department of Taxation and Finance requires that proper forms and supporting materials be filed with a vendor to establish a

purchaser's entitlement to a sales- and use tax-exemption. For example, TSB-M-87(7) outlines the materials that must be filed to establish entitlement to a sales- and use-tax exemption as an "agent" of the Agency including without limitations form ST-60. It is the responsibility of the Applicant and/or project occupant to ensure that the proper documentation is filed with each vendor to obtain any sales and use tax exemptions authorized by the Agency.

(H) Required Reports and Records. Pursuant to Section 874(B) of the Act, the Applicant and/or project occupant is required to annually file with the New York State Department of Taxation and Finance a statement of the value of all sales and use tax exemptions claimed under the Act by the Applicant and/or the project occupant and/or all agents, subcontractors and consultants thereof. The project documents shall require that (1) a copy of such statement will also be filed with the Agency and (2) that the project occupant shall maintain, for a period ending seven (7) years after the last purchase made under the sales and use tax exemption, and make available to the agency at the request of the Agency, detailed records which shall show the method of calculating the sales and use tax exemption benefit granted by the Agency.

SECTION 5. MORTGAGE RECORDING TAX EXEMPTION.

(A) General. State Law provides that mortgages recorded by the Agency are exempt from mortgage recording taxes imposed pursuant to Article 11 of the Tax Law. The Agency has a general policy of abating mortgage recording taxes for the initial financing or any subsequent financing for each project with respect to which the Agency grants a mortgage to secure the indebtedness issues by the Agency.. In instances where the initial financing commitment provides for a construction financing of the Agency to be replaced by a permanent financing of the Agency immediately upon or shortly after the completion of the project, the Agency's general policy is to abate the mortgage recording tax on both the construction financing and the permanent financing.

(B) Refinancing. In the event that the Agency retains title to a project, it is the general policy of the Agency to abate mortgage recording taxes on any debt issued by the Agency for the purpose of refinancing prior debt issued by the Agency, and on any modifications, extensions and renewals thereof, so long as the Agency Fees relating to same have been paid.

(C) Non-Agency Projects. In the event that the Agency does not hold title to a project, it is the policy of the Agency not to join in a mortgage relating to that project and not to abate any mortgage recording taxes relating to that project.

(D) Non-Agency Financings. Occasionally, a situation will arise where the Agency holds title to a project, the project occupant needs to borrow money for its own purposes (working capital, for example), and the lender will not make the loan to the project occupant without obtaining a fee mortgage as security. In such instances, the policy of the Agency is to consent to the granting of such mortgage and to join in such mortgage, so long as the following conditions are met:

- (1) The documents relating to such proposed mortgage make it clear that the Agency is not liable on the debt, and that any liability of the Agency on the mortgage is limited to the Agency's interest in the project;
- (2) the granting of the mortgage is permitted under any existing documents relating to the project, and any necessary consents relating thereto have been obtained by the project occupant; and
- (3) the payment of the Agency Fee relating to same.

(E) Exemption Affidavit. The act of granting a mortgage recording tax exemption by the Agency is confirmed by the execution by an authorized officer of the Agency of an exemption affidavit relating thereto.

(F) Mortgage Recording Tax Payments. If the Agency is a party to a mortgage that is not to be granted a mortgage recording tax exemption by the Agency (a "non-exempt mortgage"), then the Applicant and/or project occupant or other person recording same shall pay the same mortgage recording taxes with respect to same as would have been payable had the Agency not been a party to said mortgage (the "normal mortgage tax"). Such mortgage recording taxes are payable to the County Clerk of the County, who shall in turn distribute same in accordance with law. If for any reason a non-exempt mortgage is to be recorded and the Agency is aware that such non-exempt mortgage may for any reason be recorded without the payment of the normal mortgage tax, then the Agency shall prior to executing such non-exempt mortgage collect a payment equal to the normal mortgage tax and remit same within thirty (30) days of receipt by the Agency to the Affected Tax Jurisdictions in accordance with Section 874(3) of the Act.

SECTION 6. REAL ESTATE TRANSFER TAXES.

(A) Real Estate Transfer Tax. Article 31 of the Tax Law provides for the imposition of a tax upon certain real estate transfers. Section 1405(b)(2) of the Tax Law provides that transfers into the Agency are exempt from such tax, and the New York State Department of Taxation and Finance has ruled that transfers of property by the Agency back to the same entity which transferred such property to the Agency are exempt from such tax. The general policy of the Agency is to impose no payment in lieu of tax upon any real estate transfers to or from the Agency.

(B) Real Property Transfer Gains Tax. Article 31-B of the Tax Law provides for the imposition of a tax upon gains derived from the transfer of certain real estate in New York State. Certain transfers are exempt from such tax. It is the policy of the Agency to comply with the law, and to file the appropriate documentation with the New York State Department of Taxation and Finance to obtain preclearance by that department for any documents transferring real property to or from the Agency.

(C) Required Filings. It shall be the responsibility of the Applicant and/or project occupant to ensure that all documentation necessary relative to the real estate transfer tax and the real estate transfer gains tax are timely filed with the appropriate officials.

SECTION 7. REAL ESTATE TAX EXEMPTION.

(A) General. Pursuant to Section 874 of the Act and Section 412-a of the Real Property Tax Law, property owned by or under the jurisdiction or supervision or control of the Agency is exempt from general real estate taxes (but not exempt from special assessments and special ad valorem levies). However, it is the general policy of the Agency that, notwithstanding the foregoing, every non-governmental project will be required to enter into a payment in lieu of tax agreement (a "PILOT Agreement"), either separately or as part of the project documents. Such PILOT Agreement shall require payment of PILOT payments in accordance with the provisions set forth below.

(B) PILOT Requirement. Unless the Applicant and/or project occupant and the Agency shall have entered into a PILOT Agreement acceptable to the Agency, the project documents shall provide that the Agency will not file a New York State Department of Taxation and Finance, Division of Equalization and Assessment Form EA-412-a (an "Exemption Form") with respect to the project, and the project documents shall provide that the Applicant and/or the project occupant shall be required to make PILOT payments in such amounts as would result from taxes being levied on the project by the Affected Tax Jurisdictions if the project were not owned by or under the jurisdiction or supervision or control of the Agency. The project documents shall provide that, if the Agency and the Applicant and/or project occupant have entered into a PILOT Agreement, the terms of the PILOT Agreement shall control the amount of PILOT payments until the expiration or sooner termination of such PILOT Agreement. Except as otherwise provided by resolution of the Agency, all real estate PILOT payments are to be paid to the Town of Brookhaven Industrial Development Agency for distribution to the Affected Tax Jurisdictions. Upon expiration of the Initial Period as aforesaid, the assessment of the project shall revert to a normal assessment (i.e., the project will be assessed as if the project were owned by the Applicant and not by the Agency). Also, any addition to the project shall be assessed normally as aforesaid, unless such addition shall be approved by the Agency as a separate project following notice and a public hearing as described in Section 859-a of the Act. Other than fixing the Final Assessment for the Initial Period as aforesaid, the general policy of the Agency is to not provide the Applicant and/or project occupant with any abatement, other than abatements allowed under the Real Property Tax Law.

(C) Required Filings. As indicated in subsection (B) above, pursuant to Section 874 of the Act and Section 412-a of the Real Property Tax Law, no real estate tax exemption with respect to a particular project shall be effective until an Exemption Form is filed with the assessor of each Affected Tax Jurisdiction. Once an Exemption Form with respect to a particular project is filed with a particular Affected Tax Jurisdiction, the real property tax exemption for such project does not take effect until (1) a tax status date for such Affected Tax Jurisdiction occurs subsequent to such filing, (2) an assessment roll for such Taxing Jurisdiction is finalized subsequent to such tax status date, (3) such assessment roll becomes the basis for the preparation

of a tax roll for such Affected Tax Jurisdiction, and (4) the tax year to which such tax roll relates commences.

(D) PILOT Agreement. Unless otherwise determined by resolution of the Agency, all PILOT Agreements shall satisfy the following general conditions:

- (1) Determination of Full Assessment: With respect to a project including new construction, the general policy of the Agency is to take title to (or a leasehold interest in) said project, and to file an Exemption Form providing that the appropriate officer or officers of the respective Affected Tax Jurisdictions in which such project is located (each, an "Assessor") will determine the interim assessments of such project as construction progresses thereon (each, an "Interim New Assessment") and a final assessment thereof (the "Final New Assessment") when construction is completed. With respect to a project including existing buildings, the general policy of the Agency is to either avoid taking title to (or a leasehold interest in) such existing buildings, or, if such is not possible, to include the existing assessment on such buildings (the "Existing Assessment", and collectively with the Interim New Assessment, the "Full Assessment", and collectively with the Final New Assessment, the "Final Full Assessment"). Once the Final Full Assessment is fixed, the Final Full Assessment shall be frozen and used as the basis of taxation of the project for the initial period (the "Initial Period") applicable to the project pursuant to paragraph (2) below. During the Initial Period, the applicant shall pay real estate PILOT payments determined in each tax year as follows: (i) First, determine the assessment of the new construction portion of the project for such tax year (the "Current New Assessment"), which assessment shall be a percentage of the Final New Assessment determined by subtracting the percentage of abatement applicable to such year (as determined pursuant to paragraph (2) below) from 100%; (ii) next, determine the assessment of the project for such tax year (the "Current PILOT Assessment") by adding the Current New Assessment to the Existing Assessment; and (iii) finally, determine the PILOT payment payable to with respect to the project to each Affected Tax Jurisdiction by multiplying the Current PILOT Assessment by the applicable tax rate of the such Affected Tax Jurisdiction. Once the Initial Period has ended, the Applicant will pay real estate PILOT payments determined in each tax year as follows: Multiply the Final Full Assessment by the applicable tax rate of the such Affected Tax Jurisdiction.
- (2) Real Property Tax Abatement TOBIDA provides real property tax abatements based on the increased assessment (value added) as the result of the project. The standard real property tax abatement provided by TOBIDA is based on the total increased assessment for a project over a ten (10) year period, however, the Agency in it's sole discretion may grant a fifteen (15) year PILOT agreement or grant a five (5) year extension of a

ten (10) year PILOT agreement without such fifteen (15) year term be considered a deviation. As a general rule, the real property tax abatement is applied uniformly to all taxing jurisdictions. Each project abatement is based on a cost benefit analysis to determine if it is eligible for the standard exemption. In cases where a project does not meet Agency guidelines for the standard exemption, a reduced abatement in terms of percent and/or duration may be extended to the applicant, the amount of such reduced abatement to be dependent on the facts and circumstances of each particular case. The guidelines to determine eligibility for the standard exemption are as follows:

- (a) Industrial, manufacturing, research and development, warehousing, retail, rental residential and corporate office facilities are all eligible for the standard exemption. Speculative office projects are generally not eligible for the standard exemption, unless they provide extraordinary economic benefits in terms of jobs and in stimulating a locally depressed area. Electrical power generating facilities and co-generation facilities are eligible for PILOTs for a term of up to twenty-five (25) years following the completion of the construction, acquisition, and equipping of the project with fixed PILOT payments subject to periodic escalation.
- (b) The extent to which the project will directly create or retain permanent private sector jobs as well as "temporary" jobs during the construction period. In addition, the level of secondary "multiplier" jobs that will be created or retained as a result of the project. Current policy is to rely on an in-depth cost benefit analysis of the project.
- (c) The level of direct annual payroll that results from the project as well as secondary "multiplier" payroll during the initial construction period. Generally, new jobs created or existing jobs retained by the project should have projected average annual salaries in line with the median per capita income levels in the Town of Brookhaven at the time of application. Further, labor intensive industries with one or more employees per 750 square feet of new building space are viewed favorably.
- (d) The likelihood that a desirable project will locate in another municipality/region/state, resulting in subsequent real economic losses for retention projects, and the possible failure to realize future economic benefits for attraction projects.
- (e) The extent to which a project will further local planning efforts by upgrading blighted areas, create jobs in areas of high unemployment,

assist institutions of higher education, provide the opportunity for advanced high-tech growth or diversify the Town's economic base.

(f) The impact of the project upon the environment.

- (3) Reduction for Failure to Achieve Goals: If the Agency's approval of a particular project is predicated upon achievement by the project of certain minimum goals (such as creating and maintaining certain minimum employment levels), the PILOT Agreement may provide for the benefits provided thereby to the project to be reduced or eliminated if, in the sole judgment of the Agency, the project has failed to fulfill such minimum goals. Except as otherwise provided by resolution of the Agency, all real estate PILOT payments are to be paid to the Town of Brookhaven Industrial Development Agency for distribution to the Affected Tax Jurisdictions. Upon expiration of the Initial Period as aforesaid, the assessment of the project shall revert to a normal assessment (i.e., the project will be assessed as if the project were owned by the Applicant and not by the Agency). Also, any addition to the project shall be assessed normally as aforesaid, unless such addition shall be approved by the Agency as a separate project following notice and a public hearing as described in Section 859-a of the Act. Other than fixing the Final Assessment for the Initial Period as aforesaid, the general policy of the Agency is to not provide the Applicant and/or project occupant with any abatement, other than abatements allowed under the Real Property Tax Law.
- (4) Special District Taxes: As indicated above, the Agency is not exempt from special assessments and special ad valorem levies; and accordingly, these amounts are not subject to abatement by reason of ownership of the project by the Agency. The PILOT Agreement shall make this clear and shall require that all such amounts be directly paid by the Applicant and/or project occupant. However, Applicants and project occupants should be aware that the courts have ruled that an Agency-sponsored project is also eligible to apply for an exemption from special district taxes pursuant to Section 485-b of the Real Property Tax Law. If an applicant or project occupant desires to obtain an exemption from special district taxes pursuant to said Section 485-b, it is the responsibility of the Applicant and/or project occupant to apply for same at its sole cost and expense.
- (5) Payee: Unless otherwise determined by resolution of the Agency, all PILOT payments payable to an Affected Tax Jurisdiction shall be assessed, billed and collected by the Town of Brookhaven Industrial Development Agency. Pursuant to Section 874(3) of the Act, such PILOT payments shall be remitted to each Affected Tax Jurisdiction within thirty (30) days of receipt.

- (6) Enforcement: An Affected Tax Jurisdiction which has not received a PILOT payment due to it under a PILOT Agreement may exercise its remedies under Section 874(6) of the Act. In addition, such Affected Tax Jurisdiction may petition the Agency to exercise whatever remedies that the Agency may have under the project documents to enforce payment; and if such Affected Tax Jurisdiction indemnifies the Agency and agrees to pay the Agency's costs incurred in connection therewith, the Agency may take action to enforce the PILOT Agreement.

(E) Real Property Appraisals. Since the policy of the Agency stated in subsection (C)(1) is to base the value of a project for payment in lieu of tax purposes on a valuation of such project performed by the respective Assessors, normally a separate real property appraisal is not required. However, the Agency may require the submission of a real property appraisal if (1) the Assessor of any particular Affected Tax Jurisdiction requires one or (2) if the valuation of the project for payment in lieu of tax purposes is based on a value determined by the Applicant or by someone acting on behalf of the Applicant, rather than by an Assessor of an Affected Tax Jurisdiction or by the Agency. In lieu of an appraisal, the Agency may require that an Applicant submit to the Agency and each Assessor a certified enumeration of all project costs. If the Agency requires the submission of a real property appraisal, such appraisal shall be prepared by an independent MAI certified appraiser acceptable to the Agency.

SECTION 8. PROCEDURES FOR DEVIATION.

(A) General. In the case where the Agency may determine to deviate from the provisions of this Uniform Tax Exemption Policy pursuant to the provisions of Section 3(B) hereof, the Agency may deviate from the provisions hereof, provided that:

- (1) The agency adopts a resolution (a) setting forth, with respect to the proposed deviation, the amount of the proposed Tax Exemption, the amount and nature of the proposed PILOT, the duration of the proposed Tax Exemption and of the proposed PILOT and whether or not a Tax Exemption of any kind shall be granted, (b) indicating the reasons for the proposed deviation, and (c) imposing such terms and conditions thereof as the Agency shall deem just and proper; and
- (2) As provided in Section 3(C) hereof, the Agency shall give prior written notice of the proposed deviation from this Uniform Tax Exemption Policy to each Affected Tax Jurisdiction, setting forth therein a general description of the proposed deviation and the reasons therefor. Whenever possible, the Agency shall give such notice to each Affected Tax Jurisdiction at least thirty (30) days prior to the consideration by the Agency of the final resolution determining to proceed with such proposed deviation from this Uniform Tax Exemption Policy.

(B) Agency-Owned Projects. Where a project (1) constitutes a Non-Applicant Project, (2) is otherwise owned and operated by the Agency or (3) has been acquired by the

Agency for its own account after a failure of a project occupant, such project may at the option of the Agency be exempted by the Agency from all taxes, to the extent provided in Section 874(1) and (2) of the Act.

(C) Unusual Projects. Where a project is unusual in nature and requires special considerations related to its successful operations as demonstrated by appropriate evidence presented to the Agency, the Agency may consider the granting of a deviation from the established exemption policy in accordance with the procedures provided in Section 3(B) and Section 8(A) hereof. The Agency may authorize a minimum payment in lieu of tax or such other arrangement as may be appropriate.

STRUNK - ALBERT ENGINEERING

Engineered Systems and Building Consultants



May 14, 2012

Ms. Kerri Rosalia, Director
Mastics Moriches Shirley Community Library
407 William Floyd Parkway
Shirley, NY 11967

631-287-6000

krosalia@suffolk.lib.ny.us

Re: Renovations to the Mastics Moriches Shirley Community Library
Shirley, NY

Dear Kerri:

In conversation with Mr. Victor Canseco, I learned that there is a possible grant for doing some of the renovation work at the library. The main priority is replacement of the boiler and replacement of the two rooftop units serving the rear portion of the building. As a part of this, it may be desirable to upgrade the ductwork distribution system to include VAV boxes with hot water coils and upgrade the lighting.

All of this work was included in our original proposal to you dated March 9, 2011. The difference is now that the overall renovation project will be broken into pieces.

This does require additional work on our part for additional meetings at the site and developing separate specifications and separate sets of drawings. The additional fee for provided the services as a stand alone project will be \$ 3,500.00. We anticipate having one additional meeting at the site to review the project scope of work with you and the project manager. On the same day we will do some additional survey work.

Please advise if you would like for us to proceed. Our first step would be for us to arrange a meeting to discuss the work that would be part of the project.

Very truly yours,

STRUNK - ALBERT ENGINEERING

David B. Strunk, P.E.

Z:\Projects\Mastics Moriches Shirley Community Library (MMS) 07111\LTR-Mastics-1 5-14-12.doc

804 SEVEN BRIDGE ROAD * ROUTE 209 * EAST STROUDSBURG, PA 18301

570-421-2025

mail@strunk-albert.com

Partners: David B. Strunk, P.E. and Kenneth R. Zimmerman, P.E.



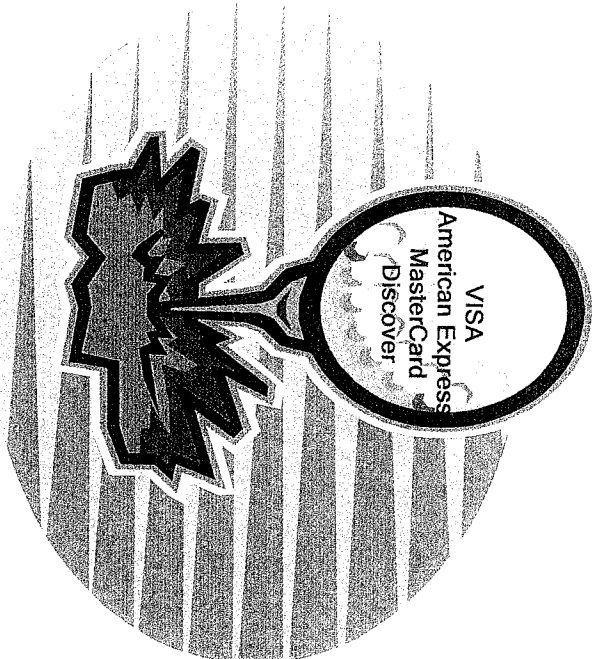
Colonial Youth and Family Services

33rd Annual Golf Outing

Package Includes:

- Breakfast
- Barbeque
- Cocktail Reception
- On Course Refreshments
- Green Fees & Golf Cart
- Steak & Lobster Dinner
- 18 Contest Holes

We gladly welcome all major credit cards.



SPONSORSHIPS

This year the following sponsorships are available for your consideration.

Premier Sponsorship ~ \$2,500.00

- Includes: 1 Golf Foursome
- 1 Tee Sign
- 1 Hole flag sponsor (Souvernir flag displaying name on hole)
- Signage at Clubhouse

Dinner Sponsorship ~ \$1,000.00

- Includes: 4 Dinner Tickets OR 2 Golfers
- 1 Tee Sign
- Signage at Dinner

Cocktail Sponsorship ~ \$500.00

- Includes: 2 Dinner Tickets
- 1 Tee Sign

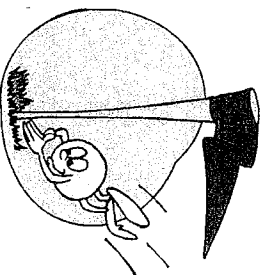
Breakfast/Lunch Sponsorship ~ \$250.00

- 1 Tee Sign
- Signage at Breakfast/Lunch

Hole Flag Sponsorship ~ \$175.00

- Souvenir flag displaying name on hole

Tee Sign Sponsorship ~ \$100.00



Colonial Youth & Family Services Golf Outing

Please return this completed form with your payment to Colonial Youth & Family Services
PO Box 391, Mastic Beach, NY 11951

Sponsorship:

PREMIER (\$2,500)	\$ _____
DINNER ONLY (\$1,000)	\$ _____
COCKTAIL (\$500)	\$ _____
BREAKFAST/LUNCH (\$250)	\$ _____
DRIVING RANGE SPONSOR (\$200)	\$ _____
HOLE SPONSORSHIP (\$175)	\$ _____
TEE SIGN ONLY (\$100)	\$ _____
DINNER ONLY (\$60)	\$ _____

Golfers - \$175 per golfer / \$700 per foursome

I am unable to attend but would like to contribute (\$ _____)

TOTAL \$ _____

For Credit Card Payments please contact
Colonial Youth and Family Services at
631-281-4461

THANK YOU FOR YOUR SUPPORT !!!