

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

**December 15, 2014**

**7:00 PM**

**AGENDA**

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

**IX. NEW BUSINESS**

- A. DEPARTMENT REPORTS
  - 1. ADULT SERVICES
  - 2. CHILDREN'S & PARENTS SERVICES
  - 3. TEEN SERVICES
  - 4. CIRCULATION SERVICES
  - 5. LITERACY SERVICES
  - 6. DIGITAL SERVICES
  - 7. INFORMATION TECHNOLOGY
- B. PERSONNEL
  - 1. RECOMMENDED CHANGES
- C. CONTRACTS / RENEWALS
- D. CORRESPONDENCE
- E. COMMUNITY EVENT

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***PERIOD FOR PUBLIC EXPRESSION***

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**X. EXECUTIVE SESSION**

**XI. ADJOURNMENT**

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

**January 26, 2015 @ 7:00PM**

**DRAFT - UNAPPROVED**

**MASTICS-MORICHES-SHIRLEY**

**COMMUNITY LIBRARY**

**MINUTES OF NOVEMBER 17, 2014 BOARD MEETING**

President Mazzarella called the meeting to order at 7:07 pm.

Present were Trustees Gross, Mazzarella, Simmons, Vigliotta, Maiorana, Director Rosalia, Assistant Director D'Amato, Business Manager Nowak, Secretary Prevete and a representative from Baldessari & Coster.

**PRESENT**

Motion by Maiorana, second by Simmons to accept the minutes of the October 27, 2014 meeting of the Board of Trustees. Carried 5-0.

**MINUTES**

Motion by Gross, second by Maiorana to accept the minutes of the October 21, 2014 Special Meeting of the Board of Trustees. Carried 5-0.

Motion by Simmons, second by Maiorana to approve the Operating Fund schedule of claims dated 11/17/14 Prepay Payables Warrant #1 \$14,631.17; Payables Warrant #2 \$138,438.03; Payroll Warrant W.E. 10/24/2014 \$191,736.74; Payroll Benefits Warrant \$76,368.25; Payroll Warrant W.E. 11/07/2014 \$192,193.78; Payroll Benefits Warrant \$9,086.29. Carried 5-0.

**SCHEDULE  
OF CLAIMS**

Motion by Maiorana, second by Vigliotta to approve the Operating Fund Financial Report for October 2014. Carried 5-0.

**FINANCIAL  
REPORTS**

Motion by Vigliotta, second by Gross to approve the Capital Fund Financial Report for October 2014. Carried 5-0.

Motion by Maiorana, second by Simmons to approve the FY 13-14 audited financial statements as prepared by Baldessari & Coster, LLP. Carried 5-0.

The Director spent most of the past month in preparation for the first public Library Planning Workshop. She ended by saying that the temporary replacement for Judy Corso is Michael Bogin, Mr. Bogin has experience with Sierra, our new software system that will replace Millennium in December.

**DIRECTOR'S  
REPORT**

## **DRAFT - UNAPPROVED**

The Assistant Director has been busy with the Planning Workshop as well. She has been re-nominated for secretary of the Chamber of Commerce. The Friends of the Arts will sponsor a steel drum band to march in this year's Christmas Parade on Sunday, December 7th, and that the Library will once again be giving out books (app. 5,000 through the years). She said that the library van is no longer able to fit our needs completely and that she'll be presenting something possibly at December's meeting. Lastly, she informed the Board that the Friends of the Arts will once again help to fund the school musical, Grease, on March 20 and 21.

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

The Business Manager reported on the Retirement System Contribution and that he filed the Annual Update Document. He attended a workshop at SCLS about tax freeze legislation and efficiency plans to reduce costs.

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

Motion by Maiorana, second by Vigliotta to approve the CS-150 report with the Director's recommended personnel changes. Carried 5-0.

### **RECOMMENDED PERSONNEL CHANGES**

Motion by Gross, second by Simmons, to approve FMLA leave for Rachel Wyneken, CPSD Department Head, beginning on or about November 24, 2014 and running through the statutory twelve week period. Carried 5-0.

Motion by Vigliotta, second by Maiorana to approve the amended SCLS Resource Sharing code as presented. Carried 5-0.

### **SCLS RESOURCE SHARING CODE**

## **PERIOD FOR PUBLIC EXPRESSION**

Motion by Simmons, second by Vigliotta to adjourn at 8:30 pm.  
Carried 5-0.

**ADJOURNMENT**

Respectfully submitted by,

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Cecile Prevete, Secretary

# MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

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## SCHEDULE OF CLAIMS

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**PRESENTED DECEMBER 15, 2014**

PREPAY PAYABLES WARRANT #1	\$15,589.94
PAYABLES WARRANT #2	\$153,071.58
PAYROLL WARRANT W.E. 11/21/2014	\$198,544.53
PAYROLL BENEFITS WARRANT	\$75,911.08
PAYROLL WARRANT W.E. 12/5/2014	\$220,310.27
PAYROLL BENEFITS WARRANT	\$9,135.54
 TOTAL	 <b><u>\$672,562.94</u></b>

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

Secretary:

Date:

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**  
**Prepay Payables Warrant #1**  
**December 15, 2014**

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>52747</b>	<b>11/20/2014</b>	<b>AT&amp;T</b>	<b>L0225 - EMPIRE NAT'L - OPERATING</b>	
Bill	*111014	11/20/2014		6431D - TELECOMMUNICATIONS	-41.69
TOTAL					-41.69
<b>Bill Pmt -Check</b>	<b>52748</b>	<b>11/20/2014</b>	<b>Cablevision</b>	<b>L0225 - EMPIRE NAT'L - OPERATING</b>	
Bill	*111614-121514	11/20/2014		6431D - TELECOMMUNICATIONS	-699.05
				6439N - EQUIPMENT R & M (TEEN)	-8.30
TOTAL					-707.35
<b>Bill Pmt -Check</b>	<b>52749</b>	<b>11/20/2014</b>	<b>Long Island Rail Road</b>	<b>L0225 - EMPIRE NAT'L - OPERATING</b>	
Bill	*121314	11/20/2014		6437A - PROGRAMS (ADULT)	-693.75
TOTAL					-693.75
<b>Bill Pmt -Check</b>	<b>52750</b>	<b>11/20/2014</b>	<b>Verizon</b>	<b>L0225 - EMPIRE NAT'L - OPERATING</b>	
Bill	*110714	11/20/2014		6431D - TELECOMMUNICATIONS	-95.93
TOTAL					-95.93
<b>Bill Pmt -Check</b>	<b>52751</b>	<b>11/20/2014</b>	<b>Postmaster</b>	<b>L0225 - EMPIRE NAT'L - OPERATING</b>	
Bill	*NL 122014	11/20/2014		6433G - POSTAGE	-3,263.47
TOTAL					-3,263.47
<b>Bill Pmt -Check</b>	<b>52752</b>	<b>11/21/2014</b>	<b>American Express</b>	<b>L0225 - EMPIRE NAT'L - OPERATING</b>	

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**  
**Prepay Payables Warrant #1**  
**December 15, 2014**

Type	Num	Date	Name	Account	Paid Amount
Bill	*111314	11/21/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-854.92
				6435C · CED, CONF & TRAVEL (C&P)	-1,108.67
				6437A · PROGRAMS (ADULT)	-94.95
				6437C · PROGRAMS (C&P)	-205.61
				6437N · PROGRAMS (TEEN)	-594.98
				6431D · TELECOMMUNICATIONS	-230.62
				6437C · PROGRAMS (C&P)	-255.79
				6437C · PROGRAMS (C&P)	-1,580.42
				6450F · FUEL/GAS	-78.51
				6437L · PROGRAMS (LIT)	-70.00
				6428D · MISCELLANEOUS	-94.74
				6435R · CED, CONF & TRAVEL (CIRC)	-505.11
				643765 · PROMOTION AND PUBLICITY	-638.69
TOTAL					-6,313.01
<b>Bill Pmt -Check</b>	<b>52753</b>	<b>12/04/2014</b>	<b>Home Depot Credit Services</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	*111914	12/01/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-81.38
				6439R · EQUIPMENT R & M (CIRC)	-19.97
				6451G · CUSTODIAL SUPPLIES	-110.85
TOTAL					-212.20
<b>Bill Pmt -Check</b>	<b>52754</b>	<b>12/05/2014</b>	<b>Amazon.com</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	*111014	12/04/2014		6410A · BOOKS (ADULT)	-375.69
				6410C · BOOKS (C&P)	-1,292.59
				6417A · VIDEOS (ADULT)	-1,660.30
				6417C · VIDEOS (C&P)	-298.66
				6410N · BOOKS (TEEN)	-57.49



**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**  
**Prepay Payables Warrant #1**  
**December 15, 2014**

Type	Num	Date	Name	Account	Paid Amount
				6417N · VIDEOS (TEEN)	-172.46
				6412A · RECORDINGS (ADULT)	-83.48
				6411N · MICRO/REF CD (TEEN)	-69.99
				6410L · BOOKS (LIT)	-18.98
				6412C · RECORDINGS (C&P)	-12.96
				6437N · PROGRAMS (TEEN)	-44.94
TOTAL					<u>-4,087.54</u>

Bill Pmt -Check	52755	12/05/2014	Chamber of Commerce of the Moriches	L0225 · EMPIRE NAT'L - OPERATING	
Bill	*Annual Meeting 12/9	12/04/2014		6435D · CED, CONF & TRAVEL (ADM)	-105.00
				6435A · CED, CONF & TRAVEL (ADULT)	-35.00
				6435S · CED, CONF & TRAV (COMM SRV)	-35.00
TOTAL					<u>-175.00</u>

**GRAND TOTAL: \$ 15,589.94**

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

Signed: \_\_\_\_\_  
Title: Secretary

# MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

## Payables Warrant #2

December 15, 2014

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	52756	12/15/2014	A. I. Friedman	L0225 · EMPIRE NAT'L - OPERATING	
Bill	1408005	12/02/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-204.01
Bill	1412968	12/02/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-692.87
TOTAL					-896.88
Bill Pmt -Check	52757	12/15/2014	Abramowitz, Kelly	L0225 · EMPIRE NAT'L - OPERATING	
Bill	11/6,13,20/2014	12/08/2014		6437N · PROGRAMS (TEEN)	-180.00
TOTAL					-180.00
Bill Pmt -Check	52758	12/15/2014	Academic Associates	L0225 · EMPIRE NAT'L - OPERATING	
Bill	01211	12/08/2014		6437L · PROGRAMS (LIT)	-315.00
TOTAL					-315.00
Bill Pmt -Check	52759	12/15/2014	Advanced Plant Care, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	22542	12/10/2014		643760 · PLANTINGS	-150.00
TOTAL					-150.00
Bill Pmt -Check	52760	12/15/2014	Andriola's Cesspool Service, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	112914	12/10/2014		6452G · BLDG ALTERATION AND MAINT	-770.00
TOTAL					-770.00

# MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

## Payables Warrant #2

December 15, 2014

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>52761</b>	<b>12/15/2014</b>	<b>Ashton, Ruth</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11/8,22 12/6/2014	12/08/2014		6437L · PROGRAMS (LIT)	-427.50
Bill	11/18/2014	12/08/2014		6437L · PROGRAMS (LIT)	-32.50
TOTAL					<u>-460.00</u>
<b>Bill Pmt -Check</b>	<b>52762</b>	<b>12/15/2014</b>	<b>Asure Software</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	INVNR1411O41	12/02/2014		6419W · SOFTWARE (WIRES)	-1,415.23
TOTAL					<u>-1,415.23</u>
<b>Bill Pmt -Check</b>	<b>52763</b>	<b>12/15/2014</b>	<b>Baker &amp; Taylor</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	3019918072	12/02/2014		6410A · BOOKS (ADULT)	-342.49
Bill	3019909670	12/02/2014		6410A · BOOKS (ADULT)	-892.32
Bill	3019925086	12/02/2014		6410A · BOOKS (ADULT)	-395.76
Bill	3019911883	12/02/2014		6410A · BOOKS (ADULT)	-627.82
Bill	3019895415	12/02/2014		6410A · BOOKS (ADULT)	-739.94
Bill	3019897800	12/02/2014		6410A · BOOKS (ADULT)	-971.62
Bill	3019918116	12/02/2014		6410A · BOOKS (ADULT)	-492.96
Bill	3019919172	12/02/2014		6410A · BOOKS (ADULT)	-603.85
Bill	3019907069	12/02/2014		6410A · BOOKS (ADULT)	-346.62
Bill	3019922077	12/02/2014		6410A · BOOKS (ADULT)	-316.99
Bill	3019878825	12/02/2014		6410C · BOOKS (C&P)	-1,473.49
Bill	3019889964	12/02/2014		6410C · BOOKS (C&P)	-23.80
Bill	3019889963	12/02/2014		6410C · BOOKS (C&P)	-76.42
Bill	3019897681	12/02/2014		6410C · BOOKS (C&P)	-1,504.38
Bill	3019922901	12/02/2014		6410N · BOOKS (TEEN)	-82.21
Bill	3019909989	12/02/2014		6410N · BOOKS (TEEN)	-7.87
Bill	3019913902	12/02/2014		6410N · BOOKS (TEEN)	-91.63

# MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

## Payables Warrant #2

December 15, 2014

Type	Num	Date	Name	Account	Paid Amount
Bill	3019910062	12/02/2014		6410N · BOOKS (TEEN)	-517.98
Bill	3019902201	12/02/2014		6410N · BOOKS (TEEN)	-85.02
Bill	3019936231	12/03/2014		6410A · BOOKS (ADULT)	-310.06
Bill	3019939414	12/03/2014		6410A · BOOKS (ADULT)	-109.39
Bill	3019940150	12/09/2014		6410N · BOOKS (TEEN)	-6.05
TOTAL					-10,018.67

**Bill Pmt -Check 52764 12/15/2014 Baker & Taylor Entertainment L0225 · EMPIRE NAT'L - OPERATING**

Bill	K28548930	12/02/2014		6412N · RECORDINGS (TEEN)	-168.48
Bill	K27974000	12/02/2014		6412N · RECORDINGS (TEEN)	-11.03
Bill	K27727550	12/02/2014		6412N · RECORDINGS (TEEN)	-22.06
Bill	K28765670	12/09/2014		6412N · RECORDINGS (TEEN)	-22.06
Bill	K28923590	12/09/2014		6412N · RECORDINGS (TEEN)	-5.93
Bill	K28548920	12/09/2014		6412N · RECORDINGS (TEEN)	-10.18
TOTAL					-239.74

**Bill Pmt -Check 52765 12/15/2014 Baking Coach, Inc. L0225 · EMPIRE NAT'L - OPERATING**

Bill	11242014	12/03/2014		6437A · PROGRAMS (ADULT)	-295.00
TOTAL					-295.00

**Bill Pmt -Check 52766 12/15/2014 Baldessari & Coster LLP L0225 · EMPIRE NAT'L - OPERATING**

Bill	11142014	12/02/2014		6437P01 · ACCOUNTANT/AUDITOR	-15,000.00
TOTAL					-15,000.00

**Bill Pmt -Check 52767 12/15/2014 Barrett Bonacci & VanWeele, PC L0225 · EMPIRE NAT'L - OPERATING**

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**December 15, 2014**

Type	Num	Date	Name	Account	Paid Amount
Bill	55643	12/09/2014		7500 · BUILDING IMPROVEMENTS	-3,076.00
TOTAL					-3,076.00
<b>Bill Pmt -Check</b>	<b>52768</b>	<b>12/15/2014</b>	<b>Bishop, Viviana G.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11/13,18,20,25/14	12/08/2014		6437L · PROGRAMS (LIT)	-270.00
TOTAL					-270.00
<b>Bill Pmt -Check</b>	<b>52769</b>	<b>12/15/2014</b>	<b>Bleidner, Gloria</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	1212014	12/08/2014		6437A · PROGRAMS (ADULT)	-75.00
TOTAL					-75.00
<b>Bill Pmt -Check</b>	<b>52770</b>	<b>12/15/2014</b>	<b>Blount, Donna</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11/12,19/2014	12/03/2014		6437A · PROGRAMS (ADULT)	-150.00
Bill	1232014	12/08/2014		6437A · PROGRAMS (ADULT)	-75.00
TOTAL					-225.00
<b>Bill Pmt -Check</b>	<b>52771</b>	<b>12/15/2014</b>	<b>Brentwood Library</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	111714	12/02/2014		6410A · BOOKS (ADULT)	-14.45
TOTAL					-14.45
<b>Bill Pmt -Check</b>	<b>52772</b>	<b>12/15/2014</b>	<b>Bug Free Exterminating Co., Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**December 15, 2014**

Type	Num	Date	Name	Account	Paid Amount
Bill	2351199	12/02/2014		6452G · BLDG ALTERATION AND MAINT	-125.00
TOTAL					-125.00
<b>Bill Pmt -Check</b>	<b>52773</b>	<b>12/15/2014</b>	<b>Carter, Kathleen</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11132014	12/02/2014		6437A · PROGRAMS (ADULT)	-100.00
TOTAL					-100.00
<b>Bill Pmt -Check</b>	<b>52774</b>	<b>12/15/2014</b>	<b>CDW Government, Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	QF53258	12/02/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-568.65
Bill	QL73879	12/09/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-258.96
Bill	QX63220	12/09/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-568.65
Bill	QX55833	12/09/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-281.44
Bill	QS36301	12/09/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-1,231.50
Bill	QV96417	12/09/2014		7203W · EQUIPMENT WIRE	-492.78
Bill	QV80436	12/09/2014		7203W · EQUIPMENT WIRE	-639.60
TOTAL					-4,041.58
<b>Bill Pmt -Check</b>	<b>52775</b>	<b>12/15/2014</b>	<b>Center Point Large Print</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	1222881	12/03/2014		6410A · BOOKS (ADULT)	-388.52
TOTAL					-388.52
<b>Bill Pmt -Check</b>	<b>52776</b>	<b>12/15/2014</b>	<b>Ciccotto, William</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11/6,13,20/2014	12/03/2014		6437N · PROGRAMS (TEEN)	-60.00
TOTAL					-60.00

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**December 15, 2014**

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>52777</b>	<b>12/15/2014</b>	<b>Cleanco Distributors, Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	011395	12/02/2014		6451G · CUSTODIAL SUPPLIES	<u>-107.80</u>
TOTAL					-107.80
<b>Bill Pmt -Check</b>	<b>52778</b>	<b>12/15/2014</b>	<b>Coffee Solutions</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	781840	12/09/2014		6430G · OFFICE AND LIBRARY SUPPLIES	<u>-249.00</u>
TOTAL					-249.00
<b>Bill Pmt -Check</b>	<b>52779</b>	<b>12/15/2014</b>	<b>Community Family Literacy Project, Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11/21-12/5/2014	12/08/2014		6437L · PROGRAMS (LIT)	<u>-414.50</u>
TOTAL					-414.50
<b>Bill Pmt -Check</b>	<b>52780</b>	<b>12/15/2014</b>	<b>Conservation Design Forum</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	8483	12/09/2014		7500 · BUILDING IMPROVEMENTS	<u>-1,845.79</u>
TOTAL					-1,845.79
<b>Bill Pmt -Check</b>	<b>52781</b>	<b>12/15/2014</b>	<b>Corella, Ronald</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11/10,12,17,19,24	12/08/2014		6437L · PROGRAMS (LIT)	-550.00
Bill	Reimbursement NYSED	12/08/2014		6437L · PROGRAMS (LIT)	<u>-91.50</u>
TOTAL					-641.50

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**December 15, 2014**

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>52782</b>	<b>12/15/2014</b>	<b>Cornell Cooperative Extension</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11182014	12/03/2014		6437C · PROGRAMS (C&P)	<u>-120.00</u>
TOTAL					-120.00
<b>Bill Pmt -Check</b>	<b>52783</b>	<b>12/15/2014</b>	<b>Cueva, Daniel S.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11/10,12,17,18,19,	12/08/2014		6437L · PROGRAMS (LIT)	<u>-650.00</u>
TOTAL					-650.00
<b>Bill Pmt -Check</b>	<b>52784</b>	<b>12/15/2014</b>	<b>Currao-McAleavey, Carmella</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11152014	12/02/2014		6437N · PROGRAMS (TEEN)	-55.00
Bill	1262014	12/09/2014		6437N · PROGRAMS (TEEN)	<u>-55.00</u>
TOTAL					-110.00
<b>Bill Pmt -Check</b>	<b>52785</b>	<b>12/15/2014</b>	<b>Davis, Lindsay</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	1252014	12/08/2014		6437L · PROGRAMS (LIT)	<u>-200.00</u>
TOTAL					-200.00
<b>Bill Pmt -Check</b>	<b>52786</b>	<b>12/15/2014</b>	<b>DeLeon-Pinto, Carlos</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	Mileage Sept-Nov2014	12/08/2014		6435N · CED, CONF & TRAVEL (TEEN)	<u>-24.12</u>
TOTAL					-24.12



**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

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**December 15, 2014**

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>52787</b>	<b>12/15/2014</b>	<b>Demco, Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	5469524	12/09/2014		6430G · OFFICE AND LIBRARY SUPPLIES	<u>-58.22</u>
TOTAL					-58.22
<b>Bill Pmt -Check</b>	<b>52788</b>	<b>12/15/2014</b>	<b>Detail Carting Co. Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	69106	12/09/2014		6432G · CARTAGE	<u>-250.38</u>
TOTAL					-250.38
<b>Bill Pmt -Check</b>	<b>52789</b>	<b>12/15/2014</b>	<b>DJJ Technologies</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	2053859	12/09/2014		6439W · EQUIPMENT R & M (WIRES)	<u>-378.81</u>
TOTAL					-378.81
<b>Bill Pmt -Check</b>	<b>52790</b>	<b>12/15/2014</b>	<b>Donovan, Elizabeth</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	Mileage 11182014	12/08/2014		6435L · CED, CONF & TRAVEL (LIT)	<u>-28.25</u>
TOTAL					-28.25
<b>Bill Pmt -Check</b>	<b>52791</b>	<b>12/15/2014</b>	<b>East End Driving School, Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11222014	12/08/2014		6437N · PROGRAMS (TEEN)	<u>-1,045.00</u>
TOTAL					-1,045.00

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**December 15, 2014**

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>52792</b>	<b>12/15/2014</b>	<b>Embus, Cecilia</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11/10,12,13,17,18,19	12/09/2014		6437L · PROGRAMS (LIT)	-468.00
TOTAL					<u>-468.00</u>
<b>Bill Pmt -Check</b>	<b>52793</b>	<b>12/15/2014</b>	<b>First Student</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11016957	12/02/2014		6437C · PROGRAMS (C&P)	-602.10
TOTAL					<u>-602.10</u>
<b>Bill Pmt -Check</b>	<b>52794</b>	<b>12/15/2014</b>	<b>Foerderer, Linda</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11/10,14,17,21,24	12/08/2014		6437L · PROGRAMS (LIT)	-350.00
TOTAL					<u>-350.00</u>
<b>Bill Pmt -Check</b>	<b>52795</b>	<b>12/15/2014</b>	<b>FourImprint</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	3645818	12/02/2014		6434R · PRINTING (CIRC)	-371.52
TOTAL					<u>-371.52</u>
<b>Bill Pmt -Check</b>	<b>52796</b>	<b>12/15/2014</b>	<b>Franzone, Denise</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11/13,18,20,25/14	12/08/2014		6437L · PROGRAMS (LIT)	-300.00
TOTAL					<u>-300.00</u>
<b>Bill Pmt -Check</b>	<b>52797</b>	<b>12/15/2014</b>	<b>Frisina, Megan</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	

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**December 15, 2014**

Type	Num	Date	Name	Account	Paid Amount
Bill	1172014	12/02/2014		6437A · PROGRAMS (ADULT)	-50.00
Bill	11/14,21/2014	12/03/2014		6437A · PROGRAMS (ADULT)	-100.00
Bill	1252014	12/09/2014		6437A · PROGRAMS (ADULT)	-50.00
TOTAL					-200.00
<b>Bill Pmt -Check</b>	<b>52798</b>	<b>12/15/2014</b>	<b>Fuhr, Robert</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11162014	12/03/2014		6437A · PROGRAMS (ADULT)	-400.00
TOTAL					-400.00
<b>Bill Pmt -Check</b>	<b>52799</b>	<b>12/15/2014</b>	<b>Garda CL Atlantic, Inc</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10051498	12/09/2014		6437P13 · ARMORED CAR SERVICE	-182.02
TOTAL					-182.02
<b>Bill Pmt -Check</b>	<b>52800</b>	<b>12/15/2014</b>	<b>George, Ivette</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11/10,12,17,19,24/14	12/08/2014		6437L · PROGRAMS (LIT)	-255.00
TOTAL					-255.00
<b>Bill Pmt -Check</b>	<b>52801</b>	<b>12/15/2014</b>	<b>Giouvalakis, Katherine</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11202014	12/03/2014		6437N · PROGRAMS (TEEN)	-265.00
TOTAL					-265.00
<b>Bill Pmt -Check</b>	<b>52802</b>	<b>12/15/2014</b>	<b>Gonzalez, Johnana</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	

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Type	Num	Date	Name	Account	Paid Amount
Bill	11/8,10,17,18,22,24,	12/08/2014		6437L · PROGRAMS (LIT)	-495.00
TOTAL					-495.00
<b>Bill Pmt -Check</b>	<b>52803</b>	<b>12/15/2014</b>	<b>Grace, Lori Ann</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	40680	12/02/2014		6410A · BOOKS (ADULT)	-26.00
TOTAL					-26.00
<b>Bill Pmt -Check</b>	<b>52804</b>	<b>12/15/2014</b>	<b>Henn, JoAnn</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11/10,13,17/2014	12/03/2014		6437A · PROGRAMS (ADULT)	-240.00
Bill	11/20,24/2014	12/03/2014		6437A · PROGRAMS (ADULT)	-160.00
Bill	12/1,4/2014	12/08/2014		6437A · PROGRAMS (ADULT)	-160.00
TOTAL					-560.00
<b>Bill Pmt -Check</b>	<b>52805</b>	<b>12/15/2014</b>	<b>Hernandez, Loreta Zuniga</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11/13,20/14 12/4/14	12/08/2014		6437C · PROGRAMS (C&P)	-78.00
TOTAL					-78.00
<b>Bill Pmt -Check</b>	<b>52806</b>	<b>12/15/2014</b>	<b>Hofmann, Anne Marie</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	NYLC 11/4-7/14	12/02/2014		6435R · CED, CONF & TRAVEL (CIRC)	-133.15
TOTAL					-133.15
<b>Bill Pmt -Check</b>	<b>52807</b>	<b>12/15/2014</b>	<b>Iberger, Deborah</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	

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**December 15, 2014**

Type	Num	Date	Name	Account	Paid Amount
Bill	1252014	12/08/2014		6437C · PROGRAMS (C&P)	-142.35
TOTAL					-142.35
<b>Bill Pmt -Check</b>	<b>52808</b>	<b>12/15/2014</b>	<b>ID Label, Incorporated</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	0079415-IN	12/02/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-384.00
TOTAL					-384.00
<b>Bill Pmt -Check</b>	<b>52809</b>	<b>12/15/2014</b>	<b>Island Elevator Services</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	16642	12/02/2014		6452G · BLDG ALTERATION AND MAINT	-364.00
TOTAL					-364.00
<b>Bill Pmt -Check</b>	<b>52810</b>	<b>12/15/2014</b>	<b>Island School &amp; Art Supply</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	446417	12/02/2014		6437N · PROGRAMS (TEEN)	-69.40
Bill	446008	12/02/2014		6437N · PROGRAMS (TEEN)	-95.64
Bill	446585	12/09/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-102.51
				6437C · PROGRAMS (C&P)	-101.72
TOTAL					-369.27
<b>Bill Pmt -Check</b>	<b>52811</b>	<b>12/15/2014</b>	<b>Janowitz, Laurie</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11202014	12/03/2014		6437A · PROGRAMS (ADULT)	-270.00
Bill	1212014	12/08/2014		6437A · PROGRAMS (ADULT)	-270.00
Bill	1242014	12/08/2014		6437A · PROGRAMS (ADULT)	-270.00
TOTAL					-810.00

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December 15, 2014

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	52812	12/15/2014	Joya, Denise	L0225 · EMPIRE NAT'L - OPERATING	
Bill	11/10,13,17,20,22,24	12/09/2014		6437L · PROGRAMS (LIT)	-495.00
TOTAL					-495.00
Bill Pmt -Check	52813	12/15/2014	KidCarpet.com	L0225 · EMPIRE NAT'L - OPERATING	
Bill	2467	12/08/2014		6437L · PROGRAMS (LIT)	-279.99
TOTAL					-279.99
Bill Pmt -Check	52814	12/15/2014	King Kullen	L0225 · EMPIRE NAT'L - OPERATING	
Bill	143160720241	12/02/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-15.56
Bill	143110549931	12/02/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-6.98
Bill	143111249361	12/02/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-29.88
Bill	143221309401	12/02/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-9.98
Bill	143211264081	12/02/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-5.39
Bill	143251314341	12/02/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-20.94
Bill	143351326101	12/02/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-13.98
Bill	143351326271	12/02/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-4.99
Bill	143241312821	12/02/2014		6435R · CED, CONF & TRAVEL (CIRC)	-22.64
Bill	143171257061	12/02/2014		6437A · PROGRAMS (ADULT)	-13.46
Bill	143291275901	12/02/2014		6437C · PROGRAMS (C&P)	-46.41
Bill	143290598591	12/02/2014		6437C · PROGRAMS (C&P)	-36.49
Bill	143230738811	12/02/2014		6437C · PROGRAMS (C&P)	-22.94
Bill	143181304951	12/02/2014		6437N · PROGRAMS (TEEN)	-187.73
Bill	143191305411	12/02/2014		6437N · PROGRAMS (TEEN)	-6.48
Bill	143381330691	12/05/2014		6437L · PROGRAMS (LIT)	-79.99

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Type	Num	Date	Name	Account	Paid Amount
Bill	143221310211	12/05/2014		6437L · PROGRAMS (LIT)	-39.58
Bill	143391331391	12/08/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-6.98
Bill	143391331581	12/08/2014		6437C · PROGRAMS (C&P)	-15.12
Bill	143270592091	12/08/2014		6437N · PROGRAMS (TEEN)	-89.44
Bill	143431337361	12/09/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-6.38
TOTAL					-681.34
<b>Bill Pmt -Check</b>	<b>52815</b>	<b>12/15/2014</b>	<b>Kunins, Carissa</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11/10,12,13,17,18,19	12/08/2014		6437L · PROGRAMS (LIT)	-650.00
TOTAL					-650.00
<b>Bill Pmt -Check</b>	<b>52816</b>	<b>12/15/2014</b>	<b>Lakeshore Learning Materials</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	1960151014	12/02/2014		6429C · REALIA (C&P)	-158.63
TOTAL					-158.63
<b>Bill Pmt -Check</b>	<b>52817</b>	<b>12/15/2014</b>	<b>Lamb &amp; Barnosky, LLP</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	97835	12/09/2014		6437P4 · ATTORNEY	-1,208.33
TOTAL					-1,208.33
<b>Bill Pmt -Check</b>	<b>52818</b>	<b>12/15/2014</b>	<b>Lebron, Crystal</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11/3,5,10,12,17,	12/08/2014		6437N · PROGRAMS (TEEN)	-620.00
TOTAL					-620.00

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Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>52819</b>	<b>12/15/2014</b>	<b>Levy, Leonard</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11122014	12/02/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-19.49
TOTAL					<u>-19.49</u>
<b>Bill Pmt -Check</b>	<b>52820</b>	<b>12/15/2014</b>	<b>Linthwaite, Dara</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11252014	12/03/2014		6437C · PROGRAMS (C&P)	-165.00
TOTAL					<u>-165.00</u>
<b>Bill Pmt -Check</b>	<b>52821</b>	<b>12/15/2014</b>	<b>Long Island Aquarium Service LLC</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	17378	12/02/2014		6452G · BLDG ALTERATION AND MAINT	-284.98
TOTAL					<u>-284.98</u>
<b>Bill Pmt -Check</b>	<b>52822</b>	<b>12/15/2014</b>	<b>Mahler, Judith</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11/8,10,12,13,17,18,	12/08/2014		6437L · PROGRAMS (LIT)	-1,028.50
TOTAL					<u>-1,028.50</u>
<b>Bill Pmt -Check</b>	<b>52823</b>	<b>12/15/2014</b>	<b>Main Street Screen Printing Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10445	12/03/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-754.00
TOTAL					<u>-754.00</u>
<b>Bill Pmt -Check</b>	<b>52824</b>	<b>12/15/2014</b>	<b>Malchiodi, Andrea</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	



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Type	Num	Date	Name	Account	Paid Amount
Bill	11252014	12/03/2014		6437C · PROGRAMS (C&P)	-40.00
TOTAL					-40.00
<b>Bill Pmt -Check</b>	<b>52825</b>	<b>12/15/2014</b>	<b>McKula, Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	1209	12/10/2014		6419G · SOFTWARE (GEN)	-1,200.00
TOTAL					-1,200.00
<b>Bill Pmt -Check</b>	<b>52826</b>	<b>12/15/2014</b>	<b>Mid-Island Electrical Supply</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	S1772354.001	12/02/2014		6451G · CUSTODIAL SUPPLIES	-349.10
TOTAL					-349.10
<b>Bill Pmt -Check</b>	<b>52827</b>	<b>12/15/2014</b>	<b>Midwest Tape</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	92333020	12/03/2014		6412A · RECORDINGS (ADULT)	-120.00
				6412N · RECORDINGS (TEEN)	-120.00
				6412C · RECORDINGS (C&P)	-60.00
Bill	92332912	12/03/2014		6412A · RECORDINGS (ADULT)	-40.99
Bill	92332914	12/03/2014		6412A · RECORDINGS (ADULT)	-199.80
Bill	92350741	12/03/2014		6412A · RECORDINGS (ADULT)	-186.61
Bill	92350740	12/03/2014		6412A · RECORDINGS (ADULT)	-194.94
Bill	92332915	12/03/2014		6412C · RECORDINGS (C&P)	-92.97
Bill	92311377	12/03/2014		6412C · RECORDINGS (C&P)	-44.98
Bill	92353209	12/03/2014		6417A · VIDEOS (ADULT)	-153.23
Bill	92349410	12/03/2014		6417A · VIDEOS (ADULT)	-309.98
Bill	92350401	12/03/2014		6417A · VIDEOS (ADULT)	-172.94
Bill	92350400	12/03/2014		6417A · VIDEOS (ADULT)	-1,179.54
Bill	92364577	12/03/2014		6417A · VIDEOS (ADULT)	-355.11

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Type	Num	Date	Name	Account	Paid Amount
Bill	92353271	12/03/2014		6417A · VIDEOS (ADULT)	-119.36
Bill	92319163	12/03/2014		6417A · VIDEOS (ADULT)	-169.59
Bill	92344026	12/03/2014		6417A · VIDEOS (ADULT)	-183.71
Bill	92337067	12/03/2014		6417A · VIDEOS (ADULT)	-51.78
Bill	92341372	12/03/2014		6417A · VIDEOS (ADULT)	-132.93
Bill	92330951	12/03/2014		6417A · VIDEOS (ADULT)	-315.11
Bill	92334839	12/03/2014		6417A · VIDEOS (ADULT)	-68.67
Bill	92330889	12/03/2014		6417A · VIDEOS (ADULT)	-1,144.97
Bill	92330952	12/03/2014		6417C · VIDEOS (C&P)	-267.60
Bill	92319166	12/03/2014		6417C · VIDEOS (C&P)	-125.91
Bill	92319165	12/03/2014		6417C · VIDEOS (C&P)	-208.62
Bill	92307028	12/03/2014		6417C · VIDEOS (C&P)	-204.51
Bill	92307371	12/03/2014		6417C · VIDEOS (C&P)	-15.84
Bill	92302316	12/03/2014		6417C · VIDEOS (C&P)	-185.96
Bill	92302317	12/03/2014		6417C · VIDEOS (C&P)	-141.56
Bill	92368498	12/03/2014		6412A · RECORDINGS (ADULT)	-189.95
Bill	92368497	12/03/2014		6412A · RECORDINGS (ADULT)	-76.29
Bill	92368579	12/03/2014		6417A · VIDEOS (ADULT)	-1,093.22
Bill	92371191	12/03/2014		6417A · VIDEOS (ADULT)	-449.46
Bill	92374545	12/03/2014		6417A · VIDEOS (ADULT)	-109.45
Bill	92374543	12/03/2014		6417A · VIDEOS (ADULT)	-316.35
Bill	92354277	12/09/2014		6412A · RECORDINGS (ADULT)	-84.54
				6412N · RECORDINGS (TEEN)	-84.54
				6412C · RECORDINGS (C&P)	-42.27
Bill	92376812	12/09/2014		6412A · RECORDINGS (ADULT)	-74.61
				6412N · RECORDINGS (TEEN)	-74.61
				6412C · RECORDINGS (C&P)	-37.32
TOTAL					-9,199.82

Bill Pmt -Check 52828

12/15/2014 Mikkleson, Harry

L0225 · EMPIRE NAT'L - OPERATING

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Type	Num	Date	Name	Account	Paid Amount
Bill	11122014	12/02/2014		6437A · PROGRAMS (ADULT)	-60.00
TOTAL					-60.00
<b>Bill Pmt -Check</b>	<b>52829</b>	<b>12/15/2014</b>	<b>Modernfold/Styles, Inc</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	28785	12/02/2014		6452G · BLDG ALTERATION AND MAINT	-459.00
TOTAL					-459.00
<b>Bill Pmt -Check</b>	<b>52830</b>	<b>12/15/2014</b>	<b>Montalto, James</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	1212014	12/09/2014		643765 · PROMOTION AND PUBLICITY	-770.00
TOTAL					-770.00
<b>Bill Pmt -Check</b>	<b>52831</b>	<b>12/15/2014</b>	<b>Munoz, Rosalinda</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10/28,29,30 12/3/14	12/08/2014		6437L · PROGRAMS (LIT)	-156.00
TOTAL					-156.00
<b>Bill Pmt -Check</b>	<b>52832</b>	<b>12/15/2014</b>	<b>Muralles, Raquel L.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11/10,13,17,19,24	12/08/2014		6437L · PROGRAMS (LIT)	-273.00
TOTAL					-273.00
<b>Bill Pmt -Check</b>	<b>52833</b>	<b>12/15/2014</b>	<b>National Learning Corporation</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	0045700	12/02/2014		6410A · BOOKS (ADULT)	-119.82

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**December 15, 2014**

Type	Num	Date	Name	Account	Paid Amount
TOTAL					-119.82
<b>Bill Pmt -Check</b>	<b>52834</b>	<b>12/15/2014</b>	<b>Navarro-Gao, Carmen (vendor)</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10/18/14 11/1,22/14	12/08/2014		6437L · PROGRAMS (LIT)	-180.00
TOTAL					-180.00
<b>Bill Pmt -Check</b>	<b>52835</b>	<b>12/15/2014</b>	<b>Negron, Senia</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11/13,18,20,25/14	12/08/2014		6437L · PROGRAMS (LIT)	-237.00
TOTAL					-237.00
<b>Bill Pmt -Check</b>	<b>52836</b>	<b>12/15/2014</b>	<b>NY State Association of Municipal Purchas</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	2015 Renewal	12/02/2014		6438 · DUES	-50.00
TOTAL					-50.00
<b>Bill Pmt -Check</b>	<b>52837</b>	<b>12/15/2014</b>	<b>NYLA</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	5116	12/02/2014		6435R · CED, CONF & TRAVEL (CIRC)	-105.00
Bill	5129	12/03/2014		6435L · CED, CONF & TRAVEL (LIT)	-80.00
Bill	4760	12/09/2014		6438 · DUES	-50.00
Bill	2015 Membership	12/09/2014		6438 · DUES	-125.00
TOTAL					-360.00
<b>Bill Pmt -Check</b>	<b>52838</b>	<b>12/15/2014</b>	<b>O'Connell, Linda</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**December 15, 2014**

Type	Num	Date	Name	Account	Paid Amount
Bill	1172014	12/02/2014		6437A · PROGRAMS (ADULT)	-175.00
Bill	11182014	12/03/2014		6437A · PROGRAMS (ADULT)	-285.00
Bill	1242014	12/08/2014		6437A · PROGRAMS (ADULT)	-175.00
TOTAL					<u>-635.00</u>

<b>Bill Pmt -Check</b>	<b>52839</b>	<b>12/15/2014</b>	<b>Oriental Trading Company, Inc</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	668506768-01	12/02/2014		6437C · PROGRAMS (C&P)	-627.93
				6437N · PROGRAMS (TEEN)	-64.26
Bill	668341372-01	12/02/2014		6437N · PROGRAMS (TEEN)	-111.55
TOTAL					<u>-803.74</u>

<b>Bill Pmt -Check</b>	<b>52840</b>	<b>12/15/2014</b>	<b>Paychex</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	12340064	12/09/2014		6437P12 · PAYROLL SERVICES	-601.35
TOTAL					<u>-601.35</u>

<b>Bill Pmt -Check</b>	<b>52841</b>	<b>12/15/2014</b>	<b>Paychex, Inc</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	391454	12/02/2014		6437P12 · PAYROLL SERVICES	-461.50
Bill	393451	12/05/2014		6437P12 · PAYROLL SERVICES	-462.21
TOTAL					<u>-923.71</u>

<b>Bill Pmt -Check</b>	<b>52842</b>	<b>12/15/2014</b>	<b>Perez, Jose</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11/7,21,28/2014	12/08/2014		6437N · PROGRAMS (TEEN)	-90.00
TOTAL					<u>-90.00</u>

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**December 15, 2014**

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>52843</b>	<b>12/15/2014</b>	<b>Petty Cash</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	PC 122014 CIRC	12/02/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-22.81
Bill	PC 122014-2 CIRC	12/03/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-13.04
Bill	PC 122014 LIT	12/05/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-26.20
				6435L · CED, CONF & TRAVEL (LIT)	-13.44
				6437L · PROGRAMS (LIT)	-56.93
Bill	PC 122014-3 CIRC	12/05/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-8.69
Bill	PC 122014 CPSD	12/09/2014		6437C · PROGRAMS (C&P)	-30.00
Bill	PC 122014 RASD	12/09/2014		6437A · PROGRAMS (ADULT)	-16.25
				6435A · CED, CONF & TRAVEL (ADULT)	-12.66
				6430G · OFFICE AND LIBRARY SUPPLIES	-20.00
TOTAL					-220.02
<b>Bill Pmt -Check</b>	<b>52844</b>	<b>12/15/2014</b>	<b>PLDA</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	Membership 2015	12/05/2014		6438 · DUES	-40.00
TOTAL					-40.00
<b>Bill Pmt -Check</b>	<b>52845</b>	<b>12/15/2014</b>	<b>Poland Spring</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	14K8211383149	12/02/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-104.72
TOTAL					-104.72
<b>Bill Pmt -Check</b>	<b>52846</b>	<b>12/15/2014</b>	<b>Quill</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	7755937	12/02/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-83.97

# MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

## Payables Warrant #2

December 15, 2014

Type	Num	Date	Name	Account	Paid Amount
Bill	7635497	12/02/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-15.99
Bill	7632967	12/02/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-151.20
TOTAL					-251.16

<b>Bill Pmt -Check</b>	<b>52847</b>	<b>12/15/2014</b>	<b>Radio Shack Corporation</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	011135	12/09/2014		7203W · EQUIPMENT WIRE	-9.99
Bill	010832	12/09/2014		7203W · EQUIPMENT WIRE	-14.99
Bill	020940	12/09/2014		7203W · EQUIPMENT WIRE	-9.99
TOTAL					-34.97

<b>Bill Pmt -Check</b>	<b>52848</b>	<b>12/15/2014</b>	<b>Raimondo, Joyce</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11212014	12/03/2014		6437N · PROGRAMS (TEEN)	-240.00
TOTAL					-240.00

<b>Bill Pmt -Check</b>	<b>52849</b>	<b>12/15/2014</b>	<b>Random House, Inc</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	1081889618	12/02/2014		6412A · RECORDINGS (ADULT)	-26.25
Bill	1081900299	12/02/2014		6412A · RECORDINGS (ADULT)	-56.25
Bill	1081850992	12/02/2014		6412C · RECORDINGS (C&P)	-30.00
TOTAL					-112.50

<b>Bill Pmt -Check</b>	<b>52850</b>	<b>12/15/2014</b>	<b>Recorded Books</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	75029945	12/02/2014		6412C · RECORDINGS (C&P)	-272.40
Bill	75028770	12/02/2014		6412C · RECORDINGS (C&P)	-41.20
Bill	75035070	12/02/2014		6412A · RECORDINGS (ADULT)	-140.00

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**December 15, 2014**

Type	Num	Date	Name	Account	Paid Amount
Bill	75033905	12/02/2014		6412A · RECORDINGS (ADULT)	-45.00
Bill	75034969	12/02/2014		6412A · RECORDINGS (ADULT)	-30.00
Bill	75032979	12/02/2014		6412A · RECORDINGS (ADULT)	-35.00
Bill	75040160	12/02/2014		6412A · RECORDINGS (ADULT)	-35.00
Bill	75038931	12/02/2014		6412A · RECORDINGS (ADULT)	-111.60
Bill	75036293	12/02/2014		6412A · RECORDINGS (ADULT)	-36.99
Bill	75042834	12/02/2014		6412A · RECORDINGS (ADULT)	-39.99
Bill	75029860	12/02/2014		6412A · RECORDINGS (ADULT)	-958.75
Bill	75040547	12/02/2014		6417A · VIDEOS (ADULT)	-41.60
TOTAL					-1,787.53

<b>Bill Pmt -Check</b>	<b>52851</b>	<b>12/15/2014</b>	<b>Regent Book Company</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	50005	12/02/2014		6410A · BOOKS (ADULT)	-27.46
TOTAL					-27.46

<b>Bill Pmt -Check</b>	<b>52852</b>	<b>12/15/2014</b>	<b>Rondon, Miriam</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11/10,12,19/14	12/08/2014		6437L · PROGRAMS (LIT)	-150.00
TOTAL					-150.00

<b>Bill Pmt -Check</b>	<b>52853</b>	<b>12/15/2014</b>	<b>Rosalia, Kerri</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	1172014	12/03/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-83.99
Bill	9/16 10/21/14	12/03/2014		6435D · CED, CONF & TRAVEL (ADM)	-77.28
TOTAL					-161.27

<b>Bill Pmt -Check</b>	<b>52854</b>	<b>12/15/2014</b>	<b>Rotary Club of Shirley &amp; the Mastics</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
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**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**December 15, 2014**

Type	Num	Date	Name	Account	Paid Amount
Bill	112015-6302015	12/09/2014		6438 · DUES	-100.00
				6435D · CED, CONF & TRAVEL (ADM)	-390.00
TOTAL					-490.00
<b>Bill Pmt -Check</b>	<b>52855</b>	<b>12/15/2014</b>	<b>Roye, Sarah</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11/12,19,26/14	12/03/2014		6437A · PROGRAMS (ADULT)	-300.00
Bill	1232014	12/08/2014		6437A · PROGRAMS (ADULT)	-100.00
TOTAL					-400.00
<b>Bill Pmt -Check</b>	<b>52856</b>	<b>12/15/2014</b>	<b>Sandpebble Builders Preconstruction Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	1242014	12/09/2014		7500 · BUILDING IMPROVEMENTS	-30,656.96
TOTAL					-30,656.96
<b>Bill Pmt -Check</b>	<b>52857</b>	<b>12/15/2014</b>	<b>Schiano, Joseph, CPA</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	2014-045	12/09/2014		6437P02 · AUDITOR	-500.00
TOTAL					-500.00
<b>Bill Pmt -Check</b>	<b>52858</b>	<b>12/15/2014</b>	<b>SCLS</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	56602	12/02/2014		6410A · BOOKS (ADULT)	-10.00
Bill	56381	12/02/2014		6411A · MICRO/REF CD (ADULT)	-5,400.00
				6411N · MICRO/REF CD (TEEN)	-5,400.00
				6411C · MICRO/REF CD (C&P)	-5,400.00
Bill	56651	12/02/2014		6411A · MICRO/REF CD (ADULT)	-1,320.00

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**December 15, 2014**

Type	Num	Date	Name	Account	Paid Amount
Bill	56624	12/02/2014		6411A · MICRO/REF CD (ADULT)	-2,777.90
Bill	56761	12/05/2014		2082 · FINES AND FEES	-224.48
TOTAL					-20,532.38

<b>Bill Pmt -Check</b>	<b>52859</b>	<b>12/15/2014</b>	<b>Searles Graphics, Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	34319	12/02/2014		6434G · PRINTING (GEN)	-6,581.00
TOTAL					-6,581.00

<b>Bill Pmt -Check</b>	<b>52860</b>	<b>12/15/2014</b>	<b>Seeman, Alana</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11192014	12/09/2014		6437C · PROGRAMS (C&P)	-115.00
TOTAL					-115.00

<b>Bill Pmt -Check</b>	<b>52861</b>	<b>12/15/2014</b>	<b>Sharper Training Solutions, Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11172014	12/04/2014		6437A · PROGRAMS (ADULT)	-200.00
Bill	493	12/08/2014		6437L · PROGRAMS (LIT)	-600.00
TOTAL					-800.00

<b>Bill Pmt -Check</b>	<b>52862</b>	<b>12/15/2014</b>	<b>Sheppard, Clarence</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	102-2	12/09/2014		643765 · PROMOTION AND PUBLICITY	-150.00
Bill	102-3	12/09/2014		643765 · PROMOTION AND PUBLICITY	-350.00
TOTAL					-500.00

<b>Bill Pmt -Check</b>	<b>52863</b>	<b>12/15/2014</b>	<b>Sheppard, Kenya</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
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**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**December 15, 2014**

Type	Num	Date	Name	Account	Paid Amount
Bill	11/7,28/2014	12/08/2014		6437N · PROGRAMS (TEEN)	-200.00
TOTAL					-200.00
<b>Bill Pmt -Check</b>	<b>52864</b>	<b>12/15/2014</b>	<b>Showcases</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	282644	12/05/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-147.74
Bill	282645	12/05/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-536.74
TOTAL					-684.48
<b>Bill Pmt -Check</b>	<b>52865</b>	<b>12/15/2014</b>	<b>Sievers, Sandra</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	1212014	12/08/2014		6437A · PROGRAMS (ADULT)	-75.00
TOTAL					-75.00
<b>Bill Pmt -Check</b>	<b>52866</b>	<b>12/15/2014</b>	<b>South Shore Autoworks</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	8394	12/11/2014		6439G · EQUIPMENT R & M (GEN)	-108.72
TOTAL					-108.72
<b>Bill Pmt -Check</b>	<b>52867</b>	<b>12/15/2014</b>	<b>Tag-It Engravings &amp; Signs</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11209	12/02/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-32.50
TOTAL					-32.50
<b>Bill Pmt -Check</b>	<b>52868</b>	<b>12/15/2014</b>	<b>Thermal Solutions, Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**December 15, 2014**

Type	Num	Date	Name	Account	Paid Amount
Bill	38561	12/09/2014		6452G · BLDG ALTERATION AND MAINT	-744.50
Bill	38564	12/09/2014		6452G · BLDG ALTERATION AND MAINT	-450.00
TOTAL					-1,194.50
<b>Bill Pmt -Check</b>	<b>52869</b>	<b>12/15/2014</b>	<b>True Nature Landscaping Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	12099	12/09/2014		6452G · BLDG ALTERATION AND MAINT	-500.00
TOTAL					-500.00
<b>Bill Pmt -Check</b>	<b>52870</b>	<b>12/15/2014</b>	<b>Unique Management Services, Inc</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	295292	12/02/2014		6437P7 · COLLECTION AGENCY	-241.65
Bill	297287	12/09/2014		6437P7 · COLLECTION AGENCY	-98.45
TOTAL					-340.10
<b>Bill Pmt -Check</b>	<b>52871</b>	<b>12/15/2014</b>	<b>UPS</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	000054YE33464	12/09/2014		6433G · POSTAGE	-19.42
Bill	000054YE33484	12/09/2014		6433G · POSTAGE	-20.31
TOTAL					-39.73
<b>Bill Pmt -Check</b>	<b>52872</b>	<b>12/15/2014</b>	<b>Villegas, Martha (Vendor)</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11/10,12,13,17,18,19	12/08/2014		6437L · PROGRAMS (LIT)	-507.00
Bill	11/13,20/14 12/4/14	12/08/2014		6437C · PROGRAMS (C&P)	-78.00
TOTAL					-585.00

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**December 15, 2014**

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>52873</b>	<b>12/15/2014</b>	<b>Vincent's Pizza of Shirley</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	367066	12/03/2014		6437C · PROGRAMS (C&P)	-66.50
				6437N · PROGRAMS (TEEN)	-190.00
Bill	367067	12/08/2014		6437N · PROGRAMS (TEEN)	-437.00
				6437C · PROGRAMS (C&P)	-47.50
TOTAL					<u>-741.00</u>
<b>Bill Pmt -Check</b>	<b>52874</b>	<b>12/15/2014</b>	<b>W. B. Mason Co., Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	I22010731	12/02/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-88.95
Bill	I21834577	12/02/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-52.95
Bill	I21381003	12/02/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-3,221.76
Bill	I22104532	12/05/2014		6430G · OFFICE AND LIBRARY SUPPLIES	-87.19
TOTAL					<u>-3,450.85</u>
<b>Bill Pmt -Check</b>	<b>52875</b>	<b>12/15/2014</b>	<b>Walters, Lisa</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11/5,12,19/2014	12/03/2014		6437C · PROGRAMS (C&P)	-300.00
Bill	11/3,10,17,24/14	12/03/2014		6437C · PROGRAMS (C&P)	-400.00
TOTAL					<u>-700.00</u>
<b>Bill Pmt -Check</b>	<b>52876</b>	<b>12/15/2014</b>	<b>White, Edna Terry</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11/10,12,13,17,19,	12/08/2014		6437L · PROGRAMS (LIT)	-500.00
TOTAL					<u>-500.00</u>
<b>Bill Pmt -Check</b>	<b>52877</b>	<b>12/15/2014</b>	<b>Wiedersum Associates Architects, PLLC</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**December 15, 2014**

Type	Num	Date	Name	Account	Paid Amount
Bill	11132014 #7	12/09/2014		7500 · BUILDING IMPROVEMENTS	-4,120.00
TOTAL					-4,120.00
<b>Bill Pmt -Check</b>	<b>52878</b>	<b>12/15/2014</b>	<b>Williams, Kim</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11132014	12/02/2014		6437A · PROGRAMS (ADULT)	-200.00
TOTAL					-200.00
<b>Bill Pmt -Check</b>	<b>52879</b>	<b>12/15/2014</b>	<b>Wischhusen, Will</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11/4,7,18,21,28/14	12/08/2014		6437N · PROGRAMS (TEEN)	-400.00
TOTAL					-400.00
<b>Bill Pmt -Check</b>	<b>52880</b>	<b>12/15/2014</b>	<b>Xerox Corporation</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	076967214	12/09/2014		6439G · EQUIPMENT R & M (GEN)	-350.74
Bill	076967215	12/09/2014		6439G · EQUIPMENT R & M (GEN)	-588.35
Bill	076967216	12/09/2014		6439G · EQUIPMENT R & M (GEN)	-493.49
TOTAL					-1,432.58
<b>Bill Pmt -Check</b>	<b>52881</b>	<b>12/15/2014</b>	<b>Zafar, Tanzeela</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11/8,22 12/6/2014	12/08/2014		6437L · PROGRAMS (LIT)	-214.50
TOTAL					-214.50

**GRAND TOTAL: \$ 153,071.58**

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

December 15, 2014

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

Signed: \_\_\_\_\_

Title: Secretary

**Mastics-Moriches-Shirley Community Library**  
**Payroll Benefits Warrant**  
**November 21, 2014**

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt - Bill	EFT 11212014	11/21/14	1106 NYS Employees' Retirement System	L0226 · EMPIRE NAT'L - PAYROLL L0163 · RC ERS CONTRIBUTIONS L0161 · RL - ERS LOAN L0160 · RA - ERS ARREARS (VOLUNTARY) TOTAL	 \$ 2,971.63 \$ 1,506.00 \$ 141.10 <u>\$ 4,618.73</u>
Bill Pmt - Bill	EFT 6956114-0	11/21/14	Hartford Insurance Co.	L0226 · EMPIRE NAT'L - PAYROLL L0196 · LONG TER 9055 · DISABILTY INSURANCE TOTAL	 \$ 189.48 <u>\$ 1,852.71</u> \$ 2,042.19
Bill Pmt -Check Bill	5037 475	11/21/14	1103 State Of NY Dept. of Civil Service	L0226 · EMPIRE NAT'L - PAYROLL 9060 · MEDICAL INSURANCE TOTAL	 <u>\$ 58,575.29</u> \$ 58,575.29
Bill Pmt -Check Bill	5038 11212014	11/21/14	1109 Prudential	L0226 · EMPIRE NAT'L - PAYROLL L0172 · 403B PRUDENTIAL TOTAL	 <u>\$ 1,555.00</u> \$ 1,555.00
Bill Pmt -Check Bill	5039 950767	11/21/14	1110 AFLAC	L0226 · EMPIRE NAT'L - PAYROLL L0625 · AFLAC PRE-TAX L0626 · AFLAC POST-TAX TOTAL	 \$ 1,919.12 <u>\$ 503.64</u> \$ 2,422.76



**Mastics-Moriches-Shirley Community Library**  
**Payroll Benefits Warrant**  
**November 21, 2014**

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check Bill	5040 222366	11/21/14	1112 The NYS Deferred Compensation Group	L0226 · EMPIRE NAT'L - PAYROLL L0173 · 457B NYS DEFERRED COMP TOTAL	 \$ 1,684.12 <u>\$ 1,684.12</u>
Bill Pmt -Check Bill	5041 11212014	11/21/14	2922 Met Life	L0226 · EMPIRE NAT'L - PAYROLL L0171 · 403B MET LIFE TOTAL	 \$ 2,518.00 <u>\$ 2,518.00</u>
Bill Pmt -Check Bill	5042 11212014	11/21/14	CSEA, Inc.	L0226 · EMPIRE NAT'L - PAYROLL L0500 · CSEA UNION DUES TOTAL	 \$ 2,494.99 <u>\$ 2,494.99</u>
GRAND TOTAL					<u>\$ 75,911.08</u>

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

Signed: \_\_\_\_\_  
Title: Secretary

**Mastics-Moriches-Shirley Community Library**  
**Payroll Benefits Warrant**  
**December 5, 2014**

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check Bill	5043 12052014	12/05/14	1096 Denise Boinay	L0226 · EMPIRE NAT'L - PAYROLL 9060 · MEDICAL INSURANCE TOTAL	\$ 104.90 <u>\$ 104.90</u>
Bill Pmt -Check Bill	5044 12052014	12/05/14	1097 Florence Stonish	L0226 · EMPIRE NAT'L - PAYROLL 9060 · MEDICAL INSURANCE TOTAL	\$ 104.90 <u>\$ 104.90</u>
Bill Pmt -Check Bill	5045 12052014	12/05/14	1098 Mary Abruscato	L0226 · EMPIRE NAT'L - PAYROLL 9060 · MEDICAL INSURANCE TOTAL	\$ 104.90 <u>\$ 104.90</u>
Bill Pmt -Check Bill	5046 12052014	12/05/14	1099 Kathleen Irish	L0226 · EMPIRE NAT'L - PAYROLL 9060 · MEDICAL INSURANCE TOTAL	\$ 209.80 <u>\$ 209.80</u>
Bill Pmt -Check Bill	5047 12052014	12/05/14	1100 Madeline Sacco	L0226 · EMPIRE NAT'L - PAYROLL 9060 · MEDICAL INSURANCE TOTAL	\$ 104.90 <u>\$ 104.90</u>
Bill Pmt -Check Bill	5048 12052014	12/05/14	1101 Rose Giehl	L0226 · EMPIRE NAT'L - PAYROLL 9060 · MEDICAL INSURANCE TOTAL	\$ 104.90 <u>\$ 104.90</u>

**Mastics-Moriches-Shirley Community Library**  
**Payroll Benefits Warrant**  
**December 5, 2014**

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check Bill	5049 12052014	12/05/14	1102 John R Verbesey	L0226 · EMPIRE NAT'L - PAYROLL 9060 · MEDICAL INSURANCE	\$ 209.80 \$ 209.80
Bill Pmt -Check Bill	5050 12052014	12/05/14	1109 Prudential	L0226 · EMPIRE NAT'L - PAYROLL L0172 · 403B PRUDENTIAL TOTAL	\$ 1,555.00 \$ 1,555.00
Bill Pmt -Check Bill	5051 12052014	12/05/14	1112 The NYS Deferred Compensation Plan	L0226 · EMPIRE NAT'L - PAYROLL L0173 · 457B NYS DEFERRED COMP TOTAL	\$ 1,629.60 \$ 1,629.60
Bill Pmt -Check Bill	5052 12052014	12/05/14	2922 Met Life	L0226 · EMPIRE NAT'L - PAYROLL L0171 · 403B MET LIFE TOTAL	\$ 2,518.00 \$ 2,518.00
Bill Pmt -Check Bill	5053 12052014	12/05/14	CSEA, Inc.	L0226 · EMPIRE NAT'L - PAYROLL L0500 · CSEA UNION DUES TOTAL	\$ 2,488.84 \$ 2,488.84
GRAND TOTAL					<u>\$ 9,135.54</u>

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

Signed: \_\_\_\_\_  
Title: Secretary

**MASTICS-MORICHES-SHIRLEY COMMUNITY  
LIBRARY**

***OPERATING FUNDS FINANCIAL REPORTS***

**(PROFIT & LOSS OVERVIEW AND OPERATING ACCOUNTS)**

**NOVEMBER 2014**

**PREPARED & SUBMITTED BY:**

**CHRISTOPHER NOWAK  
BUSINESS MANAGER**

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Profit & Loss Budget Overview

July through November 2014

							TOTAL								
							Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Jul - Nov 14	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense															
Income															
2000 · PROPERTY TAX REVENUES							0.00	0.00	0.00	0.00	0.00	0.00	9,025,000.00	-9,025,000.00	0.0%
2082 · FINES AND FEES							7,808.02	5,605.64	7,342.42	5,426.68	5,516.65	31,699.41	105,000.00	-73,300.59	30.19%
2360 · CONTRACTS WITH OTHER LIBR.							623,510.49	0.00	0.00	0.00	0.00	623,510.49	295,000.00	328,510.49	211.36%
2401 · INTEREST							1,974.07	1,938.08	1,590.83	1,327.38	990.68	7,821.04	66,000.00	-58,178.96	11.85%
2650 · SALES OF EXCESS MATERIAL							53.80	40.00	66.00	-229.00	46.00	-23.20			
2670 · SALES OF BOOKS							62.41	0.00	62.80	54.14	0.00	179.35			
2671 · FEDERAL & STATE GRANTS							6,377.00	0.00	0.00	0.00	0.00	6,377.00			
2705 · GIFTS AND DONATIONS							125.00	0.00	0.00	0.00	0.00	125.00			
2760 · SYSTEM & STATE AID							0.00	0.00	11,791.00	1,310.00	0.00	13,101.00	9,000.00	4,101.00	145.57%
2771 · COPIER REVENUE - CONTRACT (R)							341.00	439.80	649.34	956.40	496.50	2,883.04	10,000.00	-7,116.96	28.83%
2771A · COPIER REVENUE - INHOUSE (N)							5.65	3.00	0.00	0.00	0.30	8.95			
2771C · COPIER REVENUE- COLOR							254.00	181.00	149.00	872.45	50.00	1,506.45			
2772A · ADULT-ADULT PRINTER							259.00	405.96	868.55	923.71	432.80	2,890.02			
2800 · Program Receipts															
2805 · Program Receipts - Adult							800.75	431.50	700.00	1,875.75	764.75	4,572.75			
2810 · Program Receipts - Teen							49.00	1,372.00	0.00	721.00	825.00	2,967.00			
Total 2800 · Program Receipts							849.75	1,803.50	700.00	2,596.75	1,589.75	7,539.75			
2999 · Lost Books							239.79	18.95	0.00	0.00	0.00	258.74			
Total Income							641,859.98	10,435.93	23,219.94	13,238.51	9,122.68	697,877.04	9,510,000.00	-8,812,122.96	7.34%
Gross Profit							641,859.98	10,435.93	23,219.94	13,238.51	9,122.68	697,877.04	9,510,000.00	-8,812,122.96	7.34%
Expense															
6000 · SALARIES AND WAGES															

# MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

## Profit & Loss Budget Overview

### July through November 2014

							TOTAL		
	Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Jul - Nov 14	Budget	\$ Over Budget	% of Budget
<b>6141 - PROFESSIONAL SALARIES</b>									
<b>6141A - PROFESSIONAL (ADULT)</b>	47,311.66	71,972.32	47,544.22	49,176.67	50,835.29	266,840.16	717,512.00	-450,671.84	37.19%
<b>6141C - PROFESSIONAL (C&amp;P)</b>	48,033.43	75,330.95	47,988.59	47,548.53	49,965.12	268,866.62	681,801.00	-412,934.38	39.44%
<b>6141D - PROFESSIONAL (DIGITAL)</b>	9,421.33	14,271.93	9,514.62	9,514.62	9,514.62	52,237.12	230,954.00	-178,716.88	22.62%
<b>6141N - PROFESSIONAL (TEEN)</b>	27,250.17	41,436.28	26,521.64	28,944.35	29,634.23	153,786.67	421,658.00	-267,871.33	36.47%
<b>6141S - COMM SERV LIBR (SVC)</b>	13,764.89	20,851.77	13,901.18	13,901.18	13,901.18	76,320.20	213,475.00	-137,154.80	35.75%
<b>6141T - PROFESSIONAL (TECH)</b>	14,246.41	21,596.01	7,903.48	11,235.82	15,155.57	70,137.29	188,704.00	-118,566.71	37.17%
<b>Total 6141 - PROFESSIONAL SALARIES</b>	160,027.89	245,459.26	153,373.73	160,321.17	169,006.01	888,188.06	2,454,104.00	-1,565,915.94	36.19%
<b>6142 - CLERICAL SALARIES</b>									
<b>6142A - CLERICAL (ADULT)</b>	25,330.69	35,822.93	24,869.98	25,673.01	27,222.03	138,918.64	366,874.00	-227,955.36	37.87%
<b>6142C - CLERICAL (C&amp;P)</b>	14,636.15	23,457.96	14,684.84	15,364.08	16,132.17	84,275.20	229,322.00	-145,046.80	36.75%
<b>6142D - CLERICAL (DIGITAL)</b>	3,056.65	4,630.38	4,200.07	4,213.65	4,175.19	20,275.94			
<b>6142G - CLERICAL (GEN)</b>	12,798.71	19,388.16	12,925.44	12,925.44	12,925.44	70,963.19	168,030.00	-97,066.81	42.23%
<b>6142L - CLERICAL (LIT)</b>	13,509.19	22,004.16	14,423.20	15,602.60	14,996.78	80,535.93	212,686.00	-132,150.07	37.87%
<b>6142N - CLERICAL (TEEN)</b>	5,411.52	8,694.89	5,063.45	6,040.97	5,895.89	31,106.72	82,845.00	-51,738.28	37.55%
<b>6142R - CLERICAL (CIRC)</b>	25,803.84	38,926.30	24,399.22	24,239.58	24,261.97	137,630.91	330,473.00	-192,842.09	41.65%
<b>6142S - CLERICAL (SVC)</b>	1,464.75	2,131.90	568.40	625.24	714.05	5,504.34			
<b>6142T - CLERICAL (TECH)</b>	12,016.89	17,364.05	11,835.58	11,641.31	12,064.52	64,922.35	163,743.00	-98,820.65	39.65%
<b>6142X - CLERICAL (WIRES)</b>	854.82	1,376.25	928.88	908.40	935.71	5,004.06	12,554.00	-7,549.94	39.86%
<b>Total 6142 - CLERICAL SALARIES</b>	114,883.21	173,796.98	113,899.06	117,234.28	119,323.75	639,137.28	1,566,527.00	-927,389.72	40.8%
<b>6143 - PAGE SALARIES</b>									
<b>6143A - PAGE (ADULT)</b>	11,301.13	17,931.74	12,117.35	13,476.33	13,395.19	68,221.74	199,444.00	-131,222.26	34.21%
<b>6143C - PAGE (C&amp;P)</b>	11,805.11	17,421.32	10,932.42	12,279.90	12,159.70	64,598.45	125,974.00	-61,375.55	51.28%
<b>6143L - PAGE (LIT)</b>	498.08	747.79	396.52	349.11	506.43	2,497.93			
<b>6143N - PAGE (TEEN)</b>	1,482.75	2,294.27	1,639.60	2,059.28	2,096.32	9,572.22	19,431.00	-9,858.78	49.26%

# MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

## Profit & Loss Budget Overview

July through November 2014

	TOTAL								
	Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Jul - Nov 14	Budget	\$ Over Budget	% of Budget
6143R · PAGE (CIRC)	1,683.09	2,803.69	1,667.16	1,956.66	2,159.39	10,269.99	39,072.00	-28,802.01	26.29%
6143T · PAGE (TECH)	2,905.45	4,818.92	3,225.73	3,098.94	2,923.58	16,972.62	46,531.00	-29,558.38	36.48%
Total 6143 · PAGE SALARIES	29,675.61	46,017.73	29,978.78	33,220.22	33,240.61	172,132.95	430,452.00	-258,319.05	39.99%
6144 · CUSTODIAL									
6144G · CUSTODIAL	15,422.50	23,239.86	15,850.92	17,540.38	17,889.87	89,943.53	237,371.00	-147,427.47	37.89%
Total 6144 · CUSTODIAL	15,422.50	23,239.86	15,850.92	17,540.38	17,889.87	89,943.53	237,371.00	-147,427.47	37.89%
6145 · SECURITY									
6145G · SECURITY	14,290.34	22,139.82	15,426.13	16,085.81	17,018.56	84,960.66	199,869.00	-114,908.34	42.51%
Total 6145 · SECURITY	14,290.34	22,139.82	15,426.13	16,085.81	17,018.56	84,960.66	199,869.00	-114,908.34	42.51%
6146 · TECHNICIAN									
6146W · TECHNICAL (WIRES)	14,005.19	21,201.01	14,218.48	13,424.25	14,185.46	77,034.39	186,312.00	-109,277.61	41.35%
Total 6146 · TECHNICIAN	14,005.19	21,201.01	14,218.48	13,424.25	14,185.46	77,034.39	186,312.00	-109,277.61	41.35%
6147 · ADMINISTRATIVE									
Total 6147 · ADMINISTRATIVE	37,457.81	29,475.69	19,650.46	19,650.46	19,650.46	125,884.88	255,456.00	-129,571.12	49.28%
Total 6000 · SALARIES AND WAGES	385,762.55	561,330.35	362,397.56	377,476.57	390,314.72	2,077,281.75	5,330,091.00	-3,252,809.25	38.97%
6200 · EMPLOYEE BENEFITS									
9010 · RETIREMENT	0.00	0.00	0.00	0.00	0.00	0.00	744,576.00	-744,576.00	0.0%
9030 · SOCIAL SECURITY	28,898.40	41,612.41	26,399.85	27,555.63	28,537.28	153,003.57	370,000.00	-216,996.43	41.35%
9040 · WORKERS' COMPENSATION	563.00	0.00	0.00	0.00	0.00	563.00	80,000.00	-79,437.00	0.7%
9050 · UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	109.45	0.00	109.45	7,500.00	-7,390.55	1.46%
9055 · DISABILTY INSURANCE	1,625.86	3,518.08	1,803.54	1,858.71	1,852.71	10,658.90	20,500.00	-9,841.10	52.0%

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**  
**Profit & Loss Budget Overview**  
July through November 2014

	TOTAL								
	Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Jul - Nov 14	Budget	\$ Over Budget	% of Budget
<b>9060 · MEDICAL INSURANCE</b>	55,083.03	52,907.63	55,083.03	55,083.03	54,311.49	272,468.21	656,100.00	-383,631.79	41.53%
<b>9065 · MTA TRANSIT TAX</b>	1,284.38	1,867.69	1,205.22	1,256.59	1,300.22	6,914.10	18,122.00	-11,207.90	38.15%
<b>Total 6200 · EMPLOYEE BENEFITS</b>	87,454.67	99,905.81	84,491.64	85,863.41	86,001.70	443,717.23	1,896,798.00	-1,453,080.77	23.39%
<b>6410A · BOOKS (ADULT)</b>	8,092.24	13,279.49	10,907.91	10,340.49	20,405.40	63,025.53	185,000.00	-121,974.47	34.07%
<b>6410C · BOOKS (C&amp;P)</b>	5,671.53	3,257.64	5,337.23	7,824.58	4,562.60	26,653.58	119,500.00	-92,846.42	22.3%
<b>6410L · BOOKS (LIT)</b>	0.00	0.00	0.00	0.00	0.00	0.00	4,250.00	-4,250.00	0.0%
<b>6410N · BOOKS (TEEN)</b>	954.12	967.89	3,861.20	2,112.71	1,042.95	8,938.87	30,000.00	-21,061.13	29.8%
<b>6410T · BOOKS (TECH)</b>	0.00	0.00	0.00	0.00	0.00	0.00	900.00	-900.00	0.0%
<b>6411A · MICRO/REF CD (ADULT)</b>	0.00	7,625.00	2,140.10	525.00	4,931.00	15,221.10	45,000.00	-29,778.90	33.83%
<b>6411C · MICRO/REF CD (C&amp;P)</b>	0.00	0.00	0.00	0.00	3,501.50	3,501.50	18,250.00	-14,748.50	19.19%
<b>6411N · MICRO/REF CD (TEEN)</b>	0.00	0.00	0.00	525.00	3,501.50	4,026.50	20,000.00	-15,973.50	20.13%
<b>6412A · RECORDINGS (ADULT)</b>	1,125.67	3,985.74	2,626.81	2,931.42	1,857.71	12,527.35	47,200.00	-34,672.65	26.54%
<b>6412C · RECORDINGS (C&amp;P)</b>	0.00	594.43	564.27	1,532.75	147.05	2,838.50	10,000.00	-7,161.50	28.39%
<b>6412N · RECORDINGS (TEEN)</b>	0.00	765.57	861.86	527.63	1,077.17	3,232.23	10,000.00	-6,767.77	32.32%
<b>6413A · PERIODICALS (ADULT)</b>	0.00	0.00	16.61	8,403.86	2,297.41	10,717.88	33,000.00	-22,282.12	32.48%
<b>6413C · PERIODICALS (C&amp;P)</b>	0.00	0.00	0.00	263.38	0.00	263.38	6,325.00	-6,061.62	4.16%
<b>6413D · PERIODICALS (ADM)</b>	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	-1,000.00	0.0%
<b>6413G · PERIODICALS (GEN)</b>	0.00	0.00	0.00	0.00	0.00	0.00	1,200.00	-1,200.00	0.0%
<b>6413N · PERIODICALS (TEEN)</b>	0.00	0.00	0.00	317.64	0.00	317.64	3,700.00	-3,382.36	8.59%
<b>6413T · PERIODICALS (TECH)</b>	0.00	0.00	0.00	0.00	0.00	0.00	250.00	-250.00	0.0%
<b>6413W · PERIODICALS (WIRES)</b>	0.00	0.00	0.00	0.00	0.00	0.00	150.00	-150.00	0.0%
<b>6417A · VIDEOS (ADULT)</b>	4,704.75	7,877.21	10,401.15	9,033.34	6,791.41	38,807.86	135,000.00	-96,192.14	28.75%
<b>6417C · VIDEOS (C&amp;P)</b>	1,400.19	966.96	763.04	1,387.85	752.96	5,271.00	53,000.00	-47,729.00	9.95%
<b>6417L · VIDEOS (LIT)</b>	0.00	0.00	0.00	0.00	0.00	0.00	500.00	-500.00	0.0%
<b>6417N · VIDEOS (TEEN)</b>	377.50	0.00	538.77	836.62	24.98	1,777.87	12,000.00	-10,222.13	14.82%
<b>6419G · SOFTWARE (GEN)</b>	5,495.00	0.00	0.00	0.00	0.00	5,495.00	1,200.00	4,295.00	457.92%



**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**  
**Profit & Loss Budget Overview**  
 July through November 2014

							TOTAL		
	Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Jul - Nov 14	Budget	\$ Over Budget	% of Budget
6419N · SOFTWARE (TEEN)	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00	-1,500.00	0.0%
6419T · SOFTWARE (TECH)	0.00	0.00	0.00	0.00	681.00	681.00	3,000.00	-2,319.00	22.7%
6419W · SOFTWARE (WIRES)	793.27	0.00	0.00	0.00	0.00	793.27	16,000.00	-15,206.73	4.96%
6428D · MISCELLANEOUS	4,672.71	0.00	636.71	1,191.00	94.74	6,595.16	2,500.00	4,095.16	263.81%
6429C · REALIA (C&P)	136.87	0.00	299.34	526.84	0.00	963.05	4,500.00	-3,536.95	21.4%
6430G · OFFICE AND LIBRARY SUPPLIES	2,722.12	5,102.82	7,633.13	9,827.97	6,605.81	31,891.85	95,000.00	-63,108.15	33.57%
6431D · TELECOMMUNICATIONS	3,637.25	3,541.13	3,863.88	3,491.92	3,562.29	18,096.47	50,000.00	-31,903.53	36.19%
6432G · CARTAGE	250.38	250.38	250.38	250.38	250.38	1,251.90	3,000.00	-1,748.10	41.73%
6433G · POSTAGE	4,763.47	4,763.47	6,271.65	4,763.47	4,263.47	24,825.53	51,000.00	-26,174.47	48.68%
6434A · PRINTING (ADULT)	-317.00	-247.00	0.00	0.00	0.00	-564.00	4,275.00	-4,839.00	-13.19%
6434C · PRINTING (C&P)	0.00	0.00	1,250.00	0.00	190.00	1,440.00	7,000.00	-5,560.00	20.57%
6434G · PRINTING (GEN)	0.00	6,597.50	6,581.00	6,998.05	6,581.00	26,757.55	102,000.00	-75,242.45	26.23%
6434L · PRINTING (LIT)	0.00	0.00	0.00	0.00	0.00	0.00	500.00	-500.00	0.0%
6434N · PRINTING (TEEN)	0.00	0.00	0.00	0.00	0.00	0.00	6,000.00	-6,000.00	0.0%
6434R · PRINTING (CIRC)	0.00	0.00	4,650.89	852.46	0.00	5,503.35	5,500.00	3.35	100.06%
6434S · PRINTING (COMM SRV)	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	-5,000.00	0.0%
6435A · CED, CONF & TRAVEL (ADULT)	361.04	113.26	110.00	311.91	30.69	926.90	4,000.00	-3,073.10	23.17%
6435C · CED, CONF & TRAVEL (C&P)	328.00	95.08	2,273.57	132.57	1,475.15	4,304.37	5,250.00	-945.63	81.99%
6435D · CED, CONF & TRAVEL (ADM)	774.00	2,691.84	-2,584.96	387.56	21.62	1,290.06	7,500.00	-6,209.94	17.2%
6435G · CED, CONF & TRAVEL (GEN)	328.00	25.65	0.00	0.00	0.00	353.65	3,000.00	-2,646.35	11.79%
6435L · CED, CONF & TRAVEL (LIT)	328.00	87.96	36.72	648.38	502.76	1,603.82	7,000.00	-5,396.18	22.91%
6435N · CED, CONF & TRAVEL (TEEN)	328.00	856.51	136.08	146.81	0.00	1,467.40	5,000.00	-3,532.60	29.35%
6435R · CED, CONF & TRAVEL (CIRC)	328.00	0.00	0.00	388.00	505.11	1,221.11	2,500.00	-1,278.89	48.84%
6435S · CED, CONF & TRAV (COMM SRV)	395.54	85.00	2,329.60	60.00	0.00	2,870.14	3,000.00	-129.86	95.67%
6435T · CED, CONF & TRAVEL (TECH)	328.00	0.00	0.00	0.00	0.00	328.00	2,950.00	-2,622.00	11.12%
6435W · CED, CONF & TRAVEL (WIRES)	328.00	0.00	0.00	0.00	0.00	328.00	4,000.00	-3,672.00	8.2%
6436 · CONTRACTS	0.00	0.00	0.00	0.00	0.00	0.00	96,500.00	-96,500.00	0.0%

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**  
**Profit & Loss Budget Overview**  
 July through November 2014

	TOTAL								
	Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Jul - Nov 14	Budget	\$ Over Budget	% of Budget
<b>6437A · PROGRAMS (ADULT)</b>	1,666.06	3,683.11	4,382.81	6,007.00	5,642.82	21,381.80	61,120.00	-39,738.20	34.98%
<b>6437C · PROGRAMS (C&amp;P)</b>	3,023.45	6,622.50	6,564.23	4,626.92	5,705.08	26,542.18	75,000.00	-48,457.82	35.39%
<b>6437D · PROGRAMS (DIGITAL)</b>	4,516.90	74.80	0.00	132.60	89.01	4,813.31	7,500.00	-2,686.69	64.18%
<b>6437L · PROGRAMS (LIT)</b>	1,448.50	2,405.64	2,233.20	8,501.17	8,938.35	23,526.86	75,000.00	-51,473.14	31.37%
<b>6437N · PROGRAMS (TEEN)</b>	1,756.88	9,333.79	5,185.71	5,552.71	4,471.89	26,300.98	50,000.00	-23,699.02	52.6%
<b>6437P · PROFESSIONAL FEES</b>									
<b>643760 · PLANTINGS</b>	150.00	150.00	150.00	150.00	150.00	750.00	2,500.00	-1,750.00	30.0%
<b>643765 · PROMOTION AND PUBLICITY</b>	60.00	3,000.00	120.00	1,800.00	10,660.09	15,640.09	30,000.00	-14,359.91	52.13%
<b>643770 · CONTINGENCY</b>	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00	-2,500.00	0.0%
<b>6437P01 · ACCOUNTANT/AUDITOR</b>	0.00	0.00	0.00	0.00	0.00	0.00	17,000.00	-17,000.00	0.0%
<b>6437P02 · AUDITOR</b>	1,000.00	0.00	1,000.00	500.00	500.00	3,000.00	6,000.00	-3,000.00	50.0%
<b>6437P10 · ELECTION</b>	0.00	0.00	0.00	0.00	0.00	0.00	4,700.00	-4,700.00	0.0%
<b>6437P11 · FSA ADMINISTRATION</b>	133.75	133.75	133.75	133.75	133.75	668.75	1,600.00	-931.25	41.8%
<b>6437P12 · PAYROLL SERVICES</b>	1,596.90	1,543.78	1,548.75	1,519.07	943.72	7,152.22	22,000.00	-14,847.78	32.51%
<b>6437P13 · ARMORED CAR SERVICE</b>	136.52	182.02	182.02	182.02	182.02	864.60	2,050.00	-1,185.40	42.18%
<b>6437P15 · DOCUMENT MANAGEMENT/DESTRUCTION</b>	0.00	144.00	0.00	144.00	0.00	288.00			
<b>6437P16 · STAFF BACKGROUND SCREEN</b>	0.00	568.15	227.26	1,012.52	588.90	2,396.83	5,500.00	-3,103.17	43.58%
<b>6437P17 · TRANSLATION SERVICES</b>	0.00	13.00	84.00	0.00	119.00	216.00	500.00	-284.00	43.2%
<b>6437P3 · APPRAISAL SERVICES</b>	1,161.00	0.00	0.00	0.00	0.00	1,161.00			
<b>6437P4 · ATTORNEY</b>	8,056.25	0.00	-3,366.32	4,937.30	0.00	9,627.23	25,000.00	-15,372.77	38.51%
<b>6437P5 · BACKFLOW INSPECTION</b>	0.00	0.00	0.00	0.00	0.00	0.00	100.00	-100.00	0.0%
<b>6437P6 · BOARD SECRETARY</b>	0.00	0.00	0.00	0.00	0.00	0.00	500.00	-500.00	0.0%
<b>6437P7 · COLLECTION AGENCY</b>	295.35	98.45	161.10	116.35	0.00	671.25	3,350.00	-2,678.75	20.04%
<b>6437P8 · DENITE SYSTEMS ANALYSIS</b>	0.00	0.00	300.00	0.00	0.00	300.00	750.00	-450.00	40.0%
<b>6437P9 · EAP</b>	0.00	0.00	0.00	7,290.00	0.00	7,290.00	6,950.00	340.00	104.89%
<b>Total 6437P · PROFESSIONAL FEES</b>	12,589.77	5,833.15	540.56	17,785.01	13,277.48	50,025.97	131,000.00	-80,974.03	38.19%

# MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

## Profit & Loss Budget Overview

July through November 2014

							TOTAL		
	Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Jul - Nov 14	Budget	\$ Over Budget	% of Budget
6438 · DUES	100.00	0.00	240.00	760.00	0.00	1,100.00	5,000.00	-3,900.00	22.0%
6439A · EQUIPMENT R & M (ADULT)	197.50	4.15	4.15	4.15	0.00	209.95	3,500.00	-3,290.05	6.0%
6439C · EQUIPMENT R & M (C&P)	0.00	0.00	0.00	0.00	0.00	0.00	3,500.00	-3,500.00	0.0%
6439G · EQUIPMENT R & M (GEN)	628.80	2,935.46	3,735.40	3,542.73	2,743.58	13,585.97	35,000.00	-21,414.03	38.82%
6439N · EQUIPMENT R & M (TEEN)	4.15	4.15	4.15	4.15	8.30	24.90	400.00	-375.10	6.23%
6439R · EQUIPMENT R & M (CIRC)	0.00	11,425.39	0.00	11,425.39	0.00	22,850.78	55,000.00	-32,149.22	41.55%
6439T · EQUIPMENT R & M (TECH)	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	-1,000.00	0.0%
6439W · EQUIPMENT R & M (WIRES)	378.81	378.81	378.81	713.81	378.81	2,229.05	26,000.00	-23,770.95	8.57%
6450E · ELECTRICITY	13,841.60	16,773.57	14,477.14	10,367.58	0.00	55,459.89	130,000.00	-74,540.11	42.66%
6450F · FUEL/GAS	-2,190.25	45.55	233.56	157.42	424.77	-1,328.95	20,000.00	-21,328.95	-6.65%
6450W · WATER	0.00	344.59	0.00	0.00	494.47	839.06	1,600.00	-760.94	52.44%
6451G · CUSTODIAL SUPPLIES	1,604.07	1,153.95	583.07	2,337.07	1,188.62	6,866.78	20,000.00	-13,133.22	34.33%
6452G · BLDG ALTERATION AND MAINT	2,731.15	5,714.85	1,739.49	10,816.43	2,249.98	23,251.90	93,591.00	-70,339.10	24.84%
6454 · INSURANCE	58,133.80	0.00	25.00	0.00	-6,353.70	51,805.10	56,000.00	-4,194.90	92.51%
6485G · Bank Fees	190.98	189.54	216.10	189.90	207.05	993.57			
66900 · Reconciliation Discrepancies	0.00	10.35	-49.00	0.00	0.00	-38.65			
6700 · TAN INTEREST	0.00	0.00	0.00	0.00	0.00	0.00	40,000.00	-40,000.00	0.0%
7203 · EQUIPMENT - Capital Purchases									
7203A · EQUIPMENT ADULT	0.00	0.00	606.63	623.44	0.00	1,230.07	3,500.00	-2,269.93	35.15%
7203C · EQUIPMENT C & P	0.00	0.00	189.99	0.00	0.00	189.99	3,000.00	-2,810.01	6.33%
7203D · EQUIPMENT ADMIN	504.78	0.00	0.00	0.00	0.00	504.78	2,500.00	-1,995.22	20.19%
7203G · EQUIPMENT BUS OFF	0.00	0.00	0.00	0.00	0.00	0.00	4,500.00	-4,500.00	0.0%
7203L · EQUIPMENT LITERACY	0.00	0.00	403.06	593.28	0.00	996.34			
7203N · EQUIPMENT TEEN	94.65	49.99	0.00	80.78	248.53	473.95	1,500.00	-1,026.05	31.6%
7203R · EQUIPMENT CIRC	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	-1,000.00	0.0%
7203T · EQUIPMENT TECH	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	-2,000.00	0.0%

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Profit & Loss Budget Overview

July through November 2014

							TOTAL								
							Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Jul - Nov 14	Budget	\$ Over Budget	% of Budget
7203W · EQUIPMENT WIRE							0.00	635.84	65,006.29	615.80	309.00	66,566.93	140,000.00	-73,433.07	47.55%
Total 7203 · EQUIPMENT - Capital Purchases							599.43	685.83	66,205.97	1,913.30	557.53	69,962.06	158,000.00	-88,037.94	44.28%
Total Expense							622,745.47	792,138.87	625,346.49	624,716.91	591,998.12	3,256,945.86	9,510,000.00	-6,253,054.14	34.25%
Net Ordinary Income							19,114.51	-781,702.94	-602,126.55	-611,478.40	-582,875.44	-2,559,068.82	0.00	-2,559,068.82	100.0%
Other Income/Expense															
Other Expense															
7500 · BUILDING IMPROVEMENTS							25,173.75	82,045.56	87,440.42	54,135.48	27,886.78	276,681.99			
Total Other Expense							25,173.75	82,045.56	87,440.42	54,135.48	27,886.78	276,681.99			
Net Other Income							-25,173.75	-82,045.56	-87,440.42	-54,135.48	-27,886.78	-276,681.99	0.00	-276,681.99	100.0%
Net Income							-6,059.24	-863,748.50	-689,566.97	-665,613.88	-610,762.22	-2,835,750.81	0.00	-2,835,750.81	100.0%

MMSCL  
Operating Funds Monthly Report  
**November 2014**

INSTITUTION	PURPOSE	BALANCE FORWARD	DEPOSITS	DISBURSEMENTS	INTEREST	ENDING BALANCE
Empire Nat'l Bank	MONEY MARKET	\$ 2,128,496.28	\$ 12,192.69	\$ 626,379.31	\$ 736.51	\$ 1,515,046.17
Empire Nat'l Bank	CREDIT CARD M.M.	\$ 383,369.59	\$ 4,241.37	\$ 242.44	\$ 158.45	\$ 387,526.97
Empire Nat'l Bank	OPERATING	\$ 309,463.63	\$ 150,509.88	\$ 270,323.35	\$ 95.72	\$ 189,745.88
Empire Nat'l Bank	PAYROLL	\$ 21,708.40	\$ 476,475.44	\$ 476,724.41	\$ -	\$ 21,459.43
						<b>\$ 2,113,778.45</b>

INSTITUTION	PURPOSE	MATURITY DATE	TERM	RATE	BALANCE
Capital One Bank	Denitrification System	November 1, 2015	12 Months	0.05%	\$ 15,000.00
TOTAL INVESTMENTS:					<b>\$ 15,000.00</b>
TOTAL CASH & INVESTMENTS:					<b><u>\$ 2,128,778.45</u></b>

**MASTICS-MORICHES-SHIRLEY COMMUNITY  
LIBRARY**

***CAPITAL FUND FINANCIAL REPORT***

**NOVEMBER 2014**

**PREPARED & SUBMITTED BY:**

**CHRISTOPHER NOWAK  
BUSINESS MANAGER**

MMSCL  
CAPITAL FUND MONTHLY REPORT

Month	Account #	Balance Forward	Deposits	Withdrawals	Balance
Empire Nat'l Bank	XXXXXX082				
July-14		\$ 4,526,395.44	\$ 1,922.17	\$ -	\$ 4,528,317.61
August-14		\$ 4,528,317.61	\$ 1,922.98	\$ -	\$ 4,530,240.59
September-14		\$ 4,530,240.59	\$ 1,861.74	\$ -	\$ 4,532,102.33
October-14		\$ 4,532,102.33	\$ 1,924.59	\$ -	\$ 4,534,026.92
November-14		\$ 4,534,026.92	\$ 1,863.30	\$ -	\$ 4,535,890.22
Grand Total :					\$ 4,535,890.22

# COMMUNITY CAPITAL ASSISTANCE PROGRAM PRELIMINARY APPLICATION

## SECTION 1: DATA SHEET / GENERAL INFORMATION

A. Project Name: STEEB LANE PROJECT

Project Location: 407 WILLIAM FLOYD PKWY, SHIRLEY NY 11967

B. Applicant Organization: MASTICS MORICHES SHIRLEY COMMUNITY LIBRARY

Legally Incorporated Name:

Street (not P.O. Box): 407 WILLIAM FLOYD PKWY, SHIRLEY NY 11967

City: SHIRLEY NY

Zip: 11967

County: SUFFOLK

Phone: 631-399-1511 Ext: 200 Fax: 399-1518 E-mail: MMSCDIRECTOR@GMAIL.COM

Contact Name & Title: KERRI ROSALIA, LIBRARY DIRECTOR

Federal Taxpayer I.D./Charity Reg.# (Non-profits Only): 11 234 3981

1. Type of Organization:

☐ Municipality

☐ Local Development Corporation or Industrial Dev. Agency

☐ Not-for-Profit

☐ University/Educational Org.

☐ Business Corporation

☐ Other (please describe) PUBLIC LIBRARY

2. Is the organization currently seeking or receiving any other New York State assistance for this project?

☒ No ☐ Yes

If your answer is "yes", please provide a detailed explanation on an attached separate sheet.

3. Name of project beneficiary if not applicant:

## SECTION 2: PROJECT DESCRIPTION

A. Project Description and Amount

1. Please attach a detailed description of the specific capital project that will be undertaken and funded pursuant to this application. SEE TDM ENGINEER REPORT

2. Please list the amount of funding anticipated to be received from the Community Capital Assistance Program for this project.

\$ 125,000.00

3. Project Start Date: 7/1/14

Anticipated Date of Project Completion: 7/1/15

## SECTION 3: PROJECT BUDGET, DISBURSEMENT SCHEDULE, & OPERATING COSTS

A. Use of Funds

Complete the following Project Budget detailing the proposed sources and uses of funds (attach additional sheets if necessary).



USE OF FUNDS	SOURCES			TOTAL
	State	In-Kind/ Equity/Sponsor Contribution	Other sources	
Direct Costs:	\$	\$	\$	\$ 115,735
SEE ATTACHED BUDGET SCHEDULE				
Indirect/Soft Costs:				\$ 57,080
Total:	\$	\$	\$	\$ 172,815

B. Please describe other sources of funds and if they have been secured.

CAPITAL RESERVE FUND

C. Does the project require environmental or other regulatory permits? ☒ No ☐ Yes  
Have they been secured? ☐ No ☐ Yes ☐ NA

D. Has any State or local government agency reviewed the project under the State Environmental Quality Review Act (SEQRA) or is such review necessary to obtain any governmental approvals? ☐ No ☒ Yes ☐ NA

E. Please describe the ongoing operating costs required to maintain the proposed project and the sources of these funds:

N/A

#### SECTION 4: ELIGIBILITY FOR TAX-EXEMPT FINANCING

1. Do you believe your project is eligible for tax-exempt financing under the Federal Internal Revenue Service code? ☒ No ☐ Yes

2. Has the applicant or proposed recipient of funds previously received financing from the sale of tax-exempt bonds? If yes, attach a schedule describing the details of such financing. ☒ No ☐ Yes

3. Does the applicant or proposed recipient of funds anticipate applying for financing for this project from the sale of other tax-exempt bonds? ☒ No ☐ Yes

4. Have any funds been expended or obligations incurred to date on that portion of the project for which this application is made? If yes, attach a schedule showing details of such disbursements (date, purpose, payee, etc.). ☒ No ☐ Yes

5. Does the applicant or proposed recipient of funds plan to occupy 100% of the project facility? If no, attach a schedule explaining the planned occupancy ☐ No ☒ Yes

Signature of Applicant:

*Keri Rosales*

Date: 11/30/14

# TDM

## CONSULTING ENGINEER, P.C.

STRUCTURAL ENGINEER  
550 North Country Road  
Suite F  
St. James, NY 11780  
(631) 686-5234 Fax: 631-590-1927  
Email: tdmpe@optonline.net

May 25, 2013

Mr. Rick Wiedersum  
Wiedersum Associates Architects  
140 Adams Ave.  
Suite B-14  
Hauppauge, NY 11788

Re: Investigation of Structural Probes at  
Mastic Moriches Shirley Community Library

As previously recommended by our office, probes have been performed at the Moriches Shirley Community Library to expose the existing structural steel at select locations. The probes were done to assist our office in assessing the condition of the steel and make recommendations for the repair, if necessary. The following is a summary of our observations:

1. North Corner of Front Overhang:  
The existing steel supporting the canopy structure was found to be in good condition with no repairs necessary.
2. High Windows at South Wall & West Wall of Clearstory:  
The existing steel lintel angle was inspected and found to be in good condition with only minor surface rust along the outside edge of the horizontal leg. We recommend cleaning and repainting exposed areas of existing lintel.
3. Overhanging Steel at Southwest & Southeast Corners and at Front Entrance:  
The lintel detail in these areas consists of a continuous steel plate, approximately 11" wide hung from the structural steel beams above. The plate was welded to a continuous 4" deep steel channel placed on the side. The channel was supported by a double angle hanger at approximately 2'-6" on center.

In each of these areas, the steel plate was in very poor condition and in need of replacement. The severe rusting has caused the steel to delaminate, compromising the overall strength of the plate. In addition, many of the welds connecting the plate to the channel have completely rusted, causing the plate to be unsupported. The steel channel above the plate was also rusting, however, the extent of the damage was difficult to assess with the steel plate in place.

In order to repair this condition, we recommend the complete removal and replacement of the steel plate. The new plate shall either be galvanized or primed and painted with a system approved for exterior applications and shall be re-welded to the support channel. This procedure may have to be performed in sections to ensure the stability of the brick.

In addition, once the steel plate is removed, the condition of the 4" channels shall be reassessed to ensure their structural integrity. At a minimum, the channels shall be cleaned of all rust and repainted. However, if they are found to be in poor condition they may have to be replaced along with the steel plate.

It appears that this same detail was used in the rear of the building at the new addition. Although this area is in good condition at this point, there appears to be a few spots of very minor rusting on the underside of the plate. This should be periodically monitored and may need to be repainted every few years to avoid the excessive damage that has occurred in the original building.

Please call me should you have any questions or require additional information.

Very truly yours,

TDM Consulting Engineer, P.C.

A handwritten signature in black ink, appearing to read "T. Mirabile", written in a cursive style.

Thomas Mirabile, P.E.

MASTICS MORICHES COMMUNITY LIBRARY		
November 24,2014		
<b>LINTEL REPAIR WORK</b>		
Prepared by: Sandpebble		
Labor & Material		
<b>NOTE: PROJECTED PRICING IS BASED ON THE ASSUMPTION THAT EACH SERVICE WOULD BE BID AND CONTRACTED FOR FOLLOWING THE LIBRARY'S PROCUREMENT POLICY AND PAYMENTS WOULD BE MADE BY THE LIBRARY DIRECTLY TO EACH VENDOR</b>		
TRADE AND COST CODES		AMOUNT
<b><u>PROJECT SOFT COSTS</u></b>		
<b><u>Scaffolding and Bridging-1.145</u></b>		<b>25,025</b>
<b><u>Fencing- 1.040</u></b>		<b>7,500</b>
Protection fencing for scaffolding and public safety		
<b><u>Masonry- 4.200</u></b>		<b>30,000</b>
Removal of existing brick to expose steel. Reinstall brick upon steel remediation.		
<b><u>Steel- 5.100</u></b>		<b>25,000</b>
Based on 540 lbs of steel. Final cost of material and labor to be determined upon masonry removal and inspection of existing steel.		
<b><u>Painting- 9.200</u></b>		<b>15,760</b>
Scape and prime all exposed lintels. Paint upon completion of all steel remediation work.		
<b><u>Electrical-16.100</u></b>		
Incidental electrical work related to removing and re-installing fixtures and conduits that are in the construction area.		<b>6,000</b>
<b><u>Miscellaneous</u></b>		
Fabricate temporary ramp for Handicap Access from parking spaces.		<b>2,500</b>
Move Book Drops from front of the library and place in parking lot. Provide Jersey barriers -approx 4, for vehicular safety.		<b>3,000</b>
Provide site signage and temporary signage for project		<b>750</b>
Provide Porta- San		<b>200</b>
<b><u>Subtotal</u></b>		<b>115,735</b>
<b><u>PROJECT SOFT COSTS</u></b>		
Supervision- 40 days x 10 hr/day @\$105/ hr		<b>42,000</b>
PM/ APM Record keeping- 40 days x 4 hours/ day@ \$88/ hr		<b>14,080</b>
Copies/ Fed EX Allowance		<b>1,000</b>
Project Budget Total		<b>172,815</b>
Construction Management Fee- 56,080 x .06		<b>33,648</b>



# COMMUNITY LIBRARY

407 William Floyd Parkway, Shirley, New York 11967-3492 • Tel: 631-399-1511 • Fax: 631-281-4442

December 4, 2014

Mr. Victor Franco  
Ways & Means Committee  
Capitol Building Room 409  
Albany, NY 12248

Dear Mr. Franco:

Enclosed please find the Community Capital Assistance Program Preliminary Application which has been completed on behalf of the Mastics Moriches Shirley Community Library. Please review the application and if you have any questions or comments please feel free to contact me.

Thank you for your assistance in this matter.

Sincerely,

Kerri Rosalia  
Director

cc: Honorable Fred W. Thiele, Jr.

	July	August	September	October	November	December	January	February	March	April	May	June	YTD Total	Last YTD Total
Patron Visits	26,523	22,568	23,396	28,391	25,906								126,784	129,034
Website Visits	56,080	48,752	49,013	54,218	45,699								253,762	237,644
Adult	4,888	4,703	5,170	5,214	4,006								23,981	33,303
Children's	2,031	1,827	1,577	1,669	1,624								8,728	6,496
Teen	1,260	1,245	1,101	1,267	1,070								5,943	6,869
Program Calendar	5,789	4,084	4,415	4,821	3,917								23,026	17,819
Library Link	319	293	345	375	263								1,595	1,633
CommunityLibrary.org	25,037	22,860	21,814	27,127	22,400								119,238	88,848
Facebook	19,092												19,092	105,793
Circulation	65,774	58,828	46,202	61,674	56,709	-	-	-	-	-	-	-	289,187	319,724
Staff assisted checkouts & renewals	32,582	27,864	22,125	30,943	28,689								142,203	160,104
Express Lane Checkouts & renewals	23,473	21,311	16,122	20,940	19,215								101,061	120,233
Renewals by patrons (web)	6,922	6,690	5,175	7,130	6,266								32,183	29,326
Overdrive Digital Checkouts	2,797	2,963	2,780	2,661	2,539								13,740	10,061
Freelag Downloads													-	2,962
ILLs out	1,435	1,392	999	1,397	2,273								7,496	15,576
ILLs in	1,485	1,448	990	1,344	1,965								7,232	7,495
Holds	6,716	6,497	4,955	6,366	5,809								30,343	31,951
Filled Holds	5,401	5,148	3,933	5,178	4,911								24,571	27,077
New Library Cards	354	238	474	334									1,400	1,434
New/Renewed Contract Patrons	309	7	9	12									337	1,401
Computer Usage	5,644	5,844	5,605	5,937	4,546	-	-	-	-	-	-	-	27,576	27,929
Adult	3,868	3,806	4,088	4,284	3,746								19,792	19,527
Children's	905	1,040	721	794									3,460	4,283
Teen	871	998	796	859	800								4,324	4,119
Reference Questions	2,442	1,981	2,348	2,329	1,960	-	-	-	-	-	-	-	11,060	12,473
Adult	1,423	1,001	890	970	946								5,230	5,274
Children's	882	818	1,251	1,130	788								4,869	6,270
Teen	137	162	207	229	226								961	929
Chat Reference													-	-
Other Questions	4,995	4,680	4,935	5,626	4,387	-	-	-	-	-	-	-	24,623	25,802
Adult	2,790	2,268	2,805	3,043	2,543								13,449	12,939
Children's	1,836	2,128	1,843	2,165	1,447								9,419	9,879
Teen	369	284	287	418	397								1,755	2,984
Programs, In-House Attendance	9,196	7,905	3,007	4,247	2,229	-	-	-	-	-	-	-	26,584	15,406
Programs, In-House Sessions	287	286	256	330	201	-	-	-	-	-	-	-	1,360	1,129
Adult	1,282	1,543	675	742	654								4,896	4,491
Adult # of Sessions	56	71	75	63	55								320	346
Children's	5,684	4,252	367	1,192	1,088								12,583	6,096
Children's # of Sessions	59	62	29	67	83								300	185
Teen	666	614	352	543	487								2,662	2,394
Teen # of Sessions	83	68	40	71	63								325	262
Community Services													-	-
Community Services # of Sessions													-	-
Outside Organizations	1,564	1,496	1,613	1,770									6,443	2,425
Outside Organizations # of Sessions	89	85	112	129									415	336
Programs, Offsite Attendance	767	391	779	895	649	-	-	-	-	-	-	-	3,481	4,392
Programs, Offsite Sessions	34	25	27	35	35	-	-	-	-	-	-	-	156	115
Adult	99	96	73	164	217								649	326
Adult # of Sessions	4	4	3	7	10								28	10

[illegible]

## Workshop #1 Report Alignment



**Mastics Moriches Shirley Community Library  
Shirley, NY**

08 November 2014



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Project Summary

Mastics Moriches Shirley Community Library

The Mastics Moriches Shirley Community Library (MMSCL) was created by the voters of the William Floyd School District in 1974. On December 12, 1979, a bond issue was approved to build a permanent Library on donated land and opened in March of 1982. A 24,000 sq. ft. addition was dedicated in 1995. As a community resource, MMSCL is currently at a crossroads, and the Board of Trustees is looking for the community’s help to make a decision on how best to proceed, given the facility’s need for renovation, repairs, and asbestos abatement. Sandpebble was hired as the Owner’s Representative and Project Managers to help the Board and the community determine the best course of action.



7group was subsequently contracted to facilitate a series of six workshops with the project team and community in order to solicit community participation for engaging an integrative process for engaging a building renovation or pursuing a new library building. The project Architect will be selected after the third workshop.

The first of these workshops, the Alignment Workshop, was held on 08 November, 2014. This workshop was designed around a series of exercises with community members, the project team, library staff, and Board members aimed at: 1) familiarizing community participants with the integrative process required to realize high performance goals and the importance of this approach for co-creating a community library; and 2) aligning community members around the project Purpose and the idea of delivering Value Adding Processes (VAPs) to key stakeholders, along with Principles for doing so. This report summarizes the key essentialized outcomes from the Alignment Workshop.

## **Workshop #1 Purpose and Agenda**

Mastics Moriches Shirley Community Library

08 November 2014

### **Workshop Purpose:**

To develop and align around the Purpose of the MMS Community Library project and the Principles for guiding its development,

In a way that bonds residents together through a fulfilling co-creative transparent process that values the role of all stakeholders,

So that the process energizes community participation in creating a library that transforms the quality of life in our unique community indefinitely.

### **Targeted Outcomes (Workshop Products):**

#### *Functional*

1. Develop and align around project Purpose
2. Understand project potential and parameters
  - Primary options
  - Current conditions and restraints
3. Understand the integrative process required to familiarize participants with the importance of this approach for co-creating a community library
  - Arc of proposed 3 Workshops
  - Benefits of an integrative process
4. Develop and align around value-adding processes to be delivered to stakeholders
  - Identify and develop an understanding of core stakeholders
  - Develop Principles for delivering value-adding processes in balance to each core stakeholder group

#### *Being*

1. Experience a collaborative spirit that genuinely respects and values each participant's role.
2. Engage transparent co-exploration and collective discovery of unrealized potential that is sourced from what is unique about this particular community and this particular place.

#### *Will*

Experience that working on this project will help each of us manifest what we really care about in a meaningful way for ourselves, our community, and the larger world.

## **Agenda:**

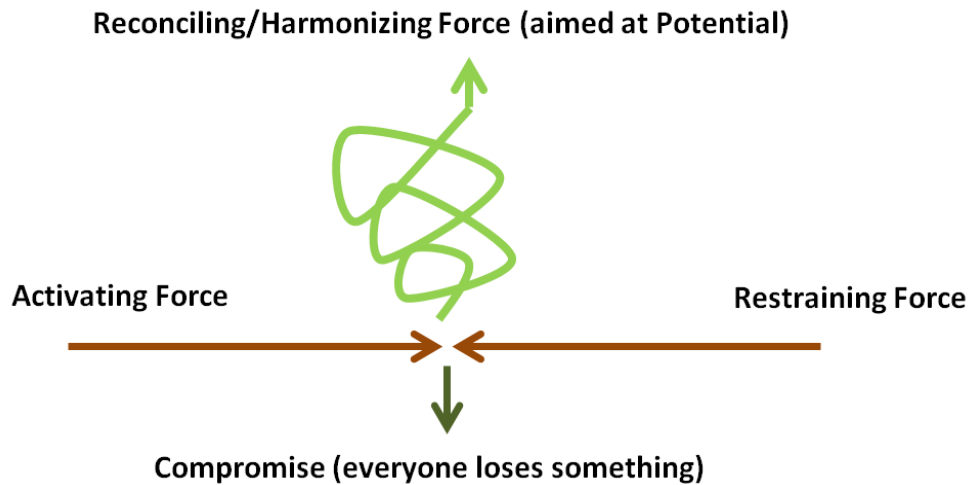
- 8:30 Continental breakfast
- 9:00 Welcome and Opening Remarks – Jim Mazzearella, Board President
  - Why are we here?
- 9:20 Open with Context Questions and Exercises
  - Introduce aim and arc of Integrative Process: 3 Community Workshops
  - Review current Workshop Purpose – discussion
  - Context questions and opening exercises – Introduce key frameworks
  - Image: what is the single greatest affect I want to make manifest in our community with our work on this library?
  - Reflections
- 10:40 Exercise 1: Break-out group work to identify what we really care about in our work with the MMS Community Library
  - Bio Break, as necessary
  - Identify potential of this unique institution: what is special & unique about this place?
  - Group discussion
- 11:40 Introduce five groups of Core Stakeholders
  - Group discussion to identify key stakeholders
  - Introduce Living System framework (pentad)
  - Assign break-out group activities for work during lunch
- 12:00 Lunch Break – working lunch
- 12:15 Exercise 2: Develop Principles for delivering value-adding processes to Core Stakeholders
  - Break-out group work to Identify on 1 or 2 potential value-adding processes (VAPs) that the library must deliver to each of 5 core stakeholder groups
  - Identify 1 or 2 Principles for delivering VAPs to your core stakeholder group that should guide our work on this project
  - Large group discussion
- 1:45 Exercise 3: Develop first iteration of project Purpose statement
  - Review structure of Workshop Purpose statement
  - Break-out group work to develop first iteration of Project Purpose Statement
    - Function, Being, Will
  - Pin-up and review (with Bio Break)
  - Align around project Purpose with large group
- 3:20 Reflections
- 3:30 Adjourn

## Frameworks

The following frameworks were introduced in the morning and were employed as instruments for developing an integrative process and alignment throughout the day:

### Law of Three:

This framework images the necessity of restraints to engage and develop creative outcomes through discovery of reconciling (or harmonizing) processes by focusing on Potential: *(from Charles Krone)*

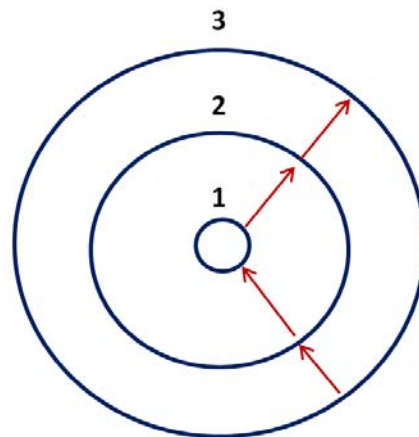


Graphic by Sarah Klinetob

### Three Lines of Work:

This framework images an instrument for building Will and positively affecting whole systems by holding simultaneously that we are serving there nested living entities: *(from Carol Sanford)*

- 1 Individual . . . *Work on ourselves*
- 2 Community . . . *Benefitting the group with which we are working or are in relationship*
- 3 Larger Whole . . . *Adding value to all of humanity and the world*



Graphic by Sarah Klinetob

### Levels of Thought:

This framework images an instrument for developing an integrative process that significantly increases the likelihood that the resultant effects on the whole will align with our values when we take the time to align around our collective beliefs, philosophies, and principles before design: *(from Carol Sanford)*

**Beliefs  
Philosophies  
Principles**

**Concept  
Strategies  
Design** (most projects start here)

**Audit  
Evaluate  
Maintain**

- **Belief** – How we believe “things work”
- **Philosophy** – Our approach
- **Principles** – Guides to action



### **Exercise #1: What is special and unique about this Place?**

Break-out group work aimed at unpacking what we (community members) really care about in our work with the Mastics Moriches Shirley Community Library identified areas of potential in this unique institution by asking and discussing what is special about this place; the following consolidated list summarizes aspects that were identified:

- **Affordability**
  - Stability
  - Family oriented – place for family growth and connections
  - Choices and freedom
  - Value & convenience of beach access
  - Free public access to cultural resources
- **Water**
  - Proximity to beaches/ocean – sense of pride, brings people to the community
  - Recreational value
  - Wetlands that support diverse wildlife
  - Tourism
  - Fishing

- Commerce associated with water & boating
  - Forge and Carmans rivers
  - Town of Brookhaven Aquatic Center
  - National seashore
  - Smith Point Park
  - Proximity to Fire Island
- Connection with Nature
  - Scenic beauty and aesthetics
  - Habitat – endangered species/biodiversity
  - Local produce
  - Parks & Wertheim National Wildlife Refuge
  - Scenic trails
  - Camping (6,000 visitors per year)
  - m
- Diversity
  - Diverse in culture & ethnicity – large Hispanic community
  - Talented musicians
  - 37 languages spoken in school
- Proximity to higher education
  - Access to NYC
  - Scientific community (Brookhaven Lab)
- History
  - Tourism
  - Perspective on the past – good & bad, i.e., slavery
  - Native American Reservation: Poospatuck (Shinnecock) can share historic/cultural relationship with the land
  - Sites such as Manor of St. George, William Floyd Estate
- Civic mindedness
  - Pride . . . of place and community
  - Three communities in one: disconnected – need for community center
- Gateway to the Hamptons
- Hardworking town – working class community
- Good Schools

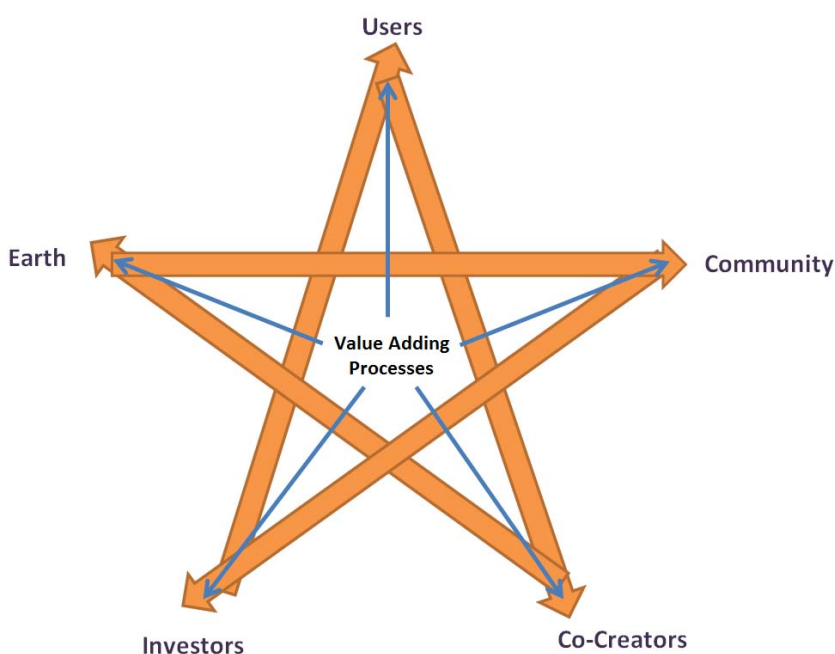




## Exercise #2: Core Stakeholders and Value-Adding Processes

Break-out group work session groups identified key stakeholders and the project's potential for developing value-adding processes that will benefit each of the library's major stakeholders. It was discussed that for an organization, institution, entity, or business to be sustained and evolve into greater levels of health, capability, and vitality over time, five stakeholder groups need to be served, and they are interrelated in the ways they also serve each other. The key stakeholders for the Mastics Moriches Shirley Community Library are: (framework from Carol Sanford, The Responsible Business)

- The Customers (library users)
- The Co-creators (staff and administration)
- The Community (community members within which the library operates)
- The Earth's value-adding processes (soil health, clean water, clean air, healthy habitat, etc.)
- The Investors (the Board – and others, including taxpayers)



Graphic by Sarah Klinetob

If any one of these five groups does not receive a continual stream of added value, the business (or library, in this case) is not viable, or sustainable, for the long term; therefore, it is essential to understand the purpose (functions, interrelationships, and deep reasons we are engaged with each key stakeholder group) in order to offer the best levels of performance and effectiveness in terms of achieving long-term benefits for the library.

The attendees engaged an initial discussion about serving key stakeholders by working in break-out groups, followed by discussion with the larger group to identify value-adding processes (VAPs) and benefits that the library provides for each of these stakeholder groups; the following consolidated list of VAPs and associated Principles for delivering these VAPs were identified:

### Users:

#### VAPs:

- Personal and professional development through meeting, collaborating, gaining knowledge
- Engagement that creates meaningful connections
- Pride in Library building, services, and longevity

#### Principles for delivering VAPs:

- Focus on educational opportunities for personal and community growth
- Create and operate a green smart building

#### Co-creators:

##### VAPs:

- Meaningful engagement as a co-creator
- Collaboration that fosters human development

#### Principles for delivering VAPs:

- Strengthen community collaboration through clear 2-way communication/constant feedback
- Focus on creation of a healthful environment

#### Community:

##### VAPs:

- Community center that all members (people, businesses etc.) consider the “go-to” entity and the gathering place for gaining sense of community
- Nurturing and nourishing epicenter for developing community continuity/vitality – building and maintaining community values
- Meeting place for multi-generational cultural events, educational opportunities, and municipal services

#### Principles for delivering VAPs:

- Welcome and anticipate present and future needs for community development
- Constantly improve flexibility (adaptability to change) and versatility
- Improve accessibility with location and proximity in relation to population
- Evolve the principle of equality through education, empowerment (empowers you), and enrichment (enriches your life)

#### Earth Systems:

##### VAPs:

- Restorative to the local ecology of the community – develop site to be further restorative to the larger community through education/demonstration
- Re-establish a positive relationship between people and the land in a way that learns from the native people
- Model an educational example of regenerative practices for others

#### Principles for delivering VAPs:

- Contribute to the improvement of living systems (the lifeshed) cost-effectively
- Aim for net-positive energy, water, nutrients
- Supply all energy needs with renewable, non-polluting, locally available energy sources

#### Investors:

##### VAPs:

- Continually improving services
- Affordable value
- Pride of Place as a leader

#### Principles for delivering VAPs:

- Develop through collaborative strategies with Community (input/outreach)
- Provide return on investment





### Exercise #3: Project Purpose

A large group discussion about the Project Purpose identified the following aspects of what the project is aiming to achieve in terms of Function, Being, and Will outcomes. Break-out work session groups then developed a first iteration of a draft Project Purpose Statement. The following nine statements resulted:

- 1) **To** create a community centered library,  
**In a way that** engages, educates, entertains and empowers the people of our community,  
**So that** the quality of life foreveryone is improved.
- 2) **To** develop a library that provides a diverse community with professional and educational benefits,  
**In a way that** incorporates community thought and input,  
**So that** through enrichment, we improve our community's quality of life.
- 3) **To** create a safe, accessible and welcoming center for the community,  
**In a way that** promotes lifelong learning and community collaboration,  
**So that** the library grows with the community and improves the quality of life with its residents.
- 4) **To** co-create the MMS Community Library,  
**In a way that** meets the needs of a diverse community with respect for the environment now and in the future,  
**So that** its patrons are educated, empowered and enriched.
- 5) **To** create a warm and inviting epicenter for the community,  
**In a way that** fosters community engagement and adaptability to change in a cost effective manner that builds and maintains community values and restores and improves life systems,  
**So that** we enrich lives.
- 6) **To** create a community center that is a beacon of knowledge, innovation and pride,  
**In a way that** fosters community involvement and maintains fiscal and environmental integrity,  
**So that** we can thrive and grow professionally and personally for generations to come.
- 7) **To** develop the library to be a center for learning and living,  
**In a way that** capitalizes upon the diversity of the community, serves long into the future, preserves and expresses the rich local history and is restorative to the ecology and people of the area,  
**So that** residents transcend their potential as essential members of the community.

- 8) **To** re-conceptualize the library of the MMS Community,  
**In a way that** is collaborative and inclusive of the values and interests of the stakeholders,  
**So that** ultimately we create a library that is accessible to all and meets the needs of the community while remaining fiscally responsible.
- 9) **To** develop a planning guide to present to the community,  
**In a way that** reflects its diversity, development and needs,  
**So that** the library embraces and encourages community interaction, ecology, bonding and growth.



After the workshop, the following Project Purpose Statement was developed by trying to consolidate the above statements onto a single draft of an essentialized version:

**To** re-conceptualize and develop the MMS Library to serve as an epicenter for community collaboration, professional development and personal growth,

**In a way that** fosters community involvement in a co-creative process that leverages diversity and regenerates living systems cost-effectively,

**So that** residents are enriched and engaged as essential members of an interconnected community improving their quality of life indefinitely.

### Next Steps

- Workshop #2: Goal-Setting with the community and project team: 31 January 2015
- Workshop #3: Concept with the community and project team: 21 March 2015



# **CIRCULATION SERVICES DEPARTMENT**

**THE SMARTEST CARD**  
*Get it. Use It.*  
@ your library

**MMSCL December 2014 Board Report by DH Anne Marie Hofmann**

**STATISTICAL INFORMATION FOR THE MONTH OF November 2014**

**TOTAL Circulation Activity:**  
**56,709**

## **Activity Breakdown**

Staff Assisted Checkouts:

**28,689**

Self Checkouts:

**19,215**

Online Renewals:

**6,266**

Digital Checkouts:

**2,539**



## **Physical Visitors:**

**25,906**

## **Current Card Holders:**

**39,917**

### **NEW Library Cards Issued:**

District Patrons: **234**

Contract Patrons: **13**

**SMS Alerts - Text Notifications: Currently 813**  
**Online Temporary Self Registration: Currently 3**

## **Meeting Room Usage:**

**Rooms booked by district organizations including Tutors: 100**

**Community residents including students in attendance: 1529**



## **STAFF:**

The Sierra migration was successful and the Circulation Services staff is navigating the interface without a hitch. As we move forward with Sierra Circulation Services will request some upgrades to make Sierra our own. Currently some of the functions are a little clumsy and with time we hope to customize the interface to enhance speed and accuracy.

### **Some Fun Facts:**

Circulation Services processed 1293 off line transactions on the 8th and stored 12 carts of items which were returned on the 9th.



## **OUTREACH:**

Two Circulation Services pages Aodhan Browning and Jennifer Palmer helped make the Christmas parade a success. Both Aodhan and Jen greeted parade watchers with books and smiles. Jennifer Palmer also helped the community greet Santa at the William Floyd Middle School by assisting with family activities. A big thank you to them both.

## **DEPARTMENT HEAD NOTE:**

During the month of December most of my time was spent in anticipation of the Sierra migration and now that it is here and running successfully I'm glad the wait is over. I would like to take this opportunity to thank the Circulation Services staff for their ability to seamlessly adapt to the new interface and also the efforts displayed while being off line and then having to return 12 carts of items in record time.



# Adults

December 2014

Josephine Wuthenow  
Department Head

## DEPARTMENTAL SNAPSHOT NOVEMBER

### PROGRAMS

- 654 patrons attended in-house programs
- 217 patrons attended off-site programs

### COPIES & FAXES

- We helped patrons 1,636 times with copies, faxes, and scanning

### COMPUTERS

- Patrons used our computers 3,746 times

### REFERENCE & INFORMATION

- We answered 3,489 patron questions

## READERS' CORNER BLOG ADVISORY UPDATE

### NOVEMBER

#### PAGEVIEWS: 978

- Total # of Pages viewed during the month. Repeated views of a single page are counted

#### USERS: 160

- # of unduplicated visitors

#### SESSIONS: 277

- # of visits to the Blog

#### PUBLISHED POST:

- 24



## CHECK OUT OUR NEW LOCAL AUTHOR COLLECTION!



In an effort to highlight our local talent we established this new collection. All the authors featured in this collection either live or lived in our community. Many of these authors have presented programs at our Library.

## NEW LEARNING EXPRESS BROCHURE AVAILABLE TO OUR PATRONS

### Learning Express Library

Provides a comprehensive online learning tool that features career resources and a variety of practice tests and tutorial courses especially designed to help students and adults achieve their academic and career goals.

December 2014

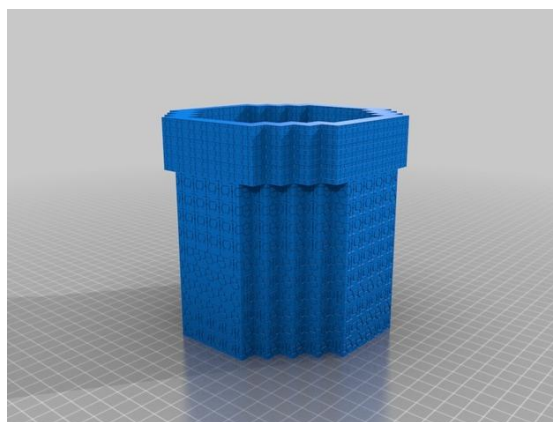
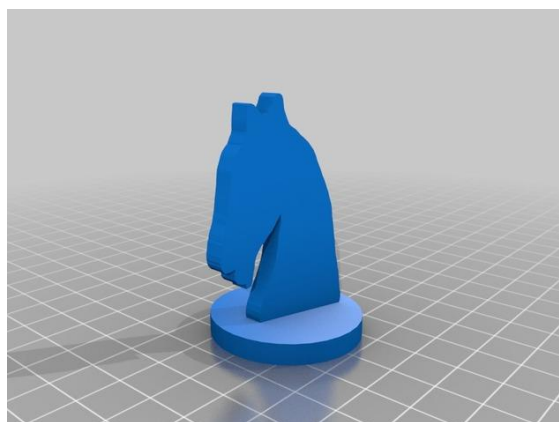
Compiled by: Nick Tanzi

## 3D Printing At the Library

In October, we offered our first class on 3D printing at the library. Since that time, we **have conducted 10 classes** for children, teens and adults. These programs have proven to be very popular (our **“Introduction to 3D Printing” for adults filled in just 2 hours!**)! During this time, patrons have created nameplates, vases, chess pieces and most recently, holiday ornaments.

Initially, we structured classes as stand-alone design sessions, utilizing simple apps for the iPad. We are now beginning to move towards multi-session programs using more complex software. Beginning in February, we will run a “3D Print Club” for our teen patrons, using a suite of apps and computer software, including AutoDesk and Tinkercad. **Many patrons have expressed interest in being able to reserve a 3D printer** so they can print their own files. Half Hollow Hills Library currently has a structure for this that we are investigating. Given the current use of our Makerbot, this would likely require the purchase of a second printer.

There has been substantial interest in our classes from other Suffolk County Libraries. We have been asked to speak at the Electronic Resources Committee meetings, and conduct several workshops at the Suffolk Cooperative Library System in January.



### Increased Program Offerings

With the addition of part-time staff, we are **looking to double our technology based programs for the coming year**. Starting in February, there will be a marked increase in beginner and intermediate classes focused on tablets, operating systems, social media, eCommerce and cloud-based software applications. **One-on-one tech appointments will see a reduction in wait time** as we have expanded our evening coverage, allowing us to offer more personalized help—particularly pertaining to our digital collection. This increased level of assistance is very timely as the holiday season brings in a slew of technology related questions!

REPORT OF PERSONNEL CHANGES SUFFOLK COUNTY DEPARTMENT OF CIVIL SERVICE						DATE PREPARED: 12/15/14	
JURISDICTION: MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY							PAGE 1 OF 1
NATURE OF CHANGE	NAME AND ADDRESS POSITION CONTROL #	SOCIAL SECURITY NUMBER	TITLE	SALARY	IF PT, INCL # OF HRS/WK & PROJECTED ANNUAL SAL.	EFFECTIVE DATE	DUTIES STATEMENT # OR NAME OF PREVIOUS INCUMBENT
LA/EXT	Corso, Judith		Librarian III	\$82,806.06		03/01/15	06/27/14-03/01/15
TRS	Fichtner, Kyle		Library Clerk	\$13.13/hr		11/23/14	
TRS	Donohue, Michaela		Page	\$8.29/hr		11/29/14	
LA	Wyneken, Rachel		Librarian III	\$99,813.46		11/24/14	11/24/14-02/15/15
APT	Foster, Jillian		Librarian I	\$24.72/hr	Under 17.5	12/05/14	
LA	Ragona, Tara		Librarian I Children's Services	\$26.76/hr		12/12/14	12/12/14-03/10/15
AT/SN	Reed, Sara		Librarian I Children's Services	\$24.72/hr	25 hours	12/17/14	
TM/SN	Reed, Sara		Librarian I Children's Services	\$24.72/hr	25 hours	03/10/15	
RE/APT	Reed, Sara		Librarian I Children's Services	\$24.72/hr	17.5 hours	03/11/15	
RE/APT	Brand, Krystal		Librarian I	\$25.72/hr	17.5 hours	12/11/14	8/22/14-12/10/14
TM	Lugo, Elma		Librarian I	\$24.72/hr		12/10/14	
AT/CI	Lugo, Elma		Librarian I	\$24.72/hr	Under 17.5	12/11/14	

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 canvas an eligible list for all competitive positions?
3. Submit Application for Employment (CS-205) on all provisional, temp & non-competitive appointments? Fill in jurisdiction and appointment date at bottom of application
4. Submit a personnel change on the previous incumbent shown above?

☐ **APPROVED**
☐ **DISAPPROVED**

☐ **APPROVED AS NOTED**

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

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Signature of Appointing Authority





## Conservation Design Forum

Ecological Design Services • Landscape Architecture • Planning • Civil / Water Resources Engineering  
Sustainable Urbanism • Ecosystem Sciences

December 9<sup>th</sup>, 2014

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

Re: Proposal UPDATE for Professional Services – Mastics Moriches Shirley Community Library,

Dear Ms. Rosalia,

I understand from speaking with Victor that there is now the possibility of co-planning a potential library site collaboratively with the town on a portion of the property they own/control adjacent to the new residential development, which is a fantastic opportunity. Victor asked me to outline a suggested approach to co-develop a conceptual plan with the town in synchronicity with the community visioning process in order to facilitate a decision about pursuing the new site (vs. re-building on the existing site).

I recommend doing a detailed analysis of the town property, looking at access, natural and cultural resources, and general suitability for building/construction as would occur for the library. We will visit the site, and also visit the Waldheim National Wildlife Preserve as a reference site. Then we would participate in two planning sessions with the town, with the goal of programming the site and developing a conceptual layout for a community center/hub and whatever general vision (if any) that the town has for the entire property. We would quickly sketch out various arrangements of uses and supporting infrastructure to help illustrate alternative scenarios. There may be one or several concepts that come out of this process.

Our fixed fees had assumed a defined site, and therefore this effort would basically be an additional service to our contract, which could be performed on a Time and Materials basis as outlined in the contract language. I would suggest the following general sub-tasks and estimated fee for budgeting purposes for this effort:

### **Task 3a (concurrent with Tasks 1-3, Pre-Design Workshop)**

- Site Analysis- review existing plans, surveys, other existing site data
- Site Visit #1- Review existing site and surrounding area; planning meeting with library and town (DY, JL and GW)
- Refine concepts from planning meeting
- Site Visit #2- Review concepts with library and town (DY)
- Further refine concept(s); final conceptual plan (to have available at Conceptual Design Workshop in March)

CDF Staff Members:

David Yocca- Project Principal	38 hrs
Gerould Wilhelm, PhD- Principal Ecologist	12 hrs

Tom Price- Principal Water Resources Engineer	4 hrs
Jonathan Lawrence- Project Manager	48 hrs

The fee for this effort is approximately \$14,250 plus direct costs (est. \$3,600) for a total of approximately \$17,850.

Regarding schedule, we are prepared to fast-track this effort in January in order to have concepts available for the concept planning workshop in January if the town is able to move that quickly, or alternatively for the March workshop. We are available for the first site visit the week of January 12<sup>th</sup>.

I have included the fee summary from the original contract below for your reference. Should you have any questions or need any further clarification, please do not hesitate to contact me directly at (630)559-2002. Thanks so much-

Sincerely,



**David Yocca, FASLA, AICP, LEED AP**  
Principal Landscape Architect/Planner  
dyocca@cdfinc.com

## Fee Proposal

Consultant agrees to provide the services described in this Agreement for the following lump sum amounts. These fees include all reasonable expenses including travel and printing. Mail and delivery charges, using FedEx, will be charged separately as a reimbursable expense with a 1.1 multiplier.

### BASIC SCOPE OF SERVICES: PRE-REFERENDUM PHASE

#### Pre-Design Workshop

- |   |          |
|---|----------|
| 1. Purpose Statement & Goal Setting Workshop (2 full day workshops) | \$ 6,100 |
| 2. Preliminary Analysis at Both Sites                               | \$ 8,000 |
| 3. Conceptual Design Workshop (1 full day workshop)                 | \$ 3,050 |

#### Post-Design Workshop (Alternate #1 - Modify Existing Building and Site)

- |  |           |
|--|-----------|
| 4. Design Team Workshops (3 full day and 1 half day) | \$ 11,700 |
| 5. Site Design Services Time and Material            | TBD       |

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### Post-Design Workshop (Alternate #2 - New Facility at another Location)

4. Design Team Workshops (3 full day and 1 half day)	\$ 11,700
5. Schematic Plans and Outline Specifications	\$ 22,400

### TOTAL

Pre-Design Workshop Tasks and Post-Design Workshop Tasks with Alternate #1	<b>\$ 28,850 plus T&amp;M</b>
Pre-Design Workshop Tasks and Post-Design Workshop Tasks with Alternate #2	<b>\$ 51,250</b>

### ADDITIONAL SERVICES

#### Attendance at on-site job meeting (4 hours)

For meetings with the design team and/or Owner over and above the workshops listed above. This cost includes attendance by one (1) CDF Principal and all reasonable expenses including airfare from Chicago, car rental and per diem expenses.

\$ 2,550

#### Attendance at all day Charrette (8 hours)

For meetings with the design team and/or Owner over and above the workshops listed above. This cost includes attendance by one (1) CDF Principal and all reasonable expenses including airfare from Chicago, car rental and per diem expenses.

\$ 3,050

### EXPENSES

Costs for most project expenses including internal photography, printing, reproduction, reproducible, travel, internal plotting, and supplies are included in the lump sum fee. Printing of plan sets (other than for internal design team use, or stamped and sealed permit drawing sets), permit fees, overnight delivery and messenger fees and any other expenses not specifically listed are not included in the lump sum and will be invoiced at cost. FedEx charges will be second day and reimbursed with a 1.1 multiplier.

### HOURLY RATES

The following hourly rates are the basis of CDF professional fees and will be charged for all work authorized by the Client and not included in the basic scope of services. These rates are subject to semi-annual review and revision.

Director, President	\$175.00 /hour
Principal	\$135.00/hour
Senior Associate	\$115.00 /hour
Associate	\$105.00 /hour
Engineer Project Manager	\$115.00 /hour
Project Manager	\$90.00 /hour
Professional Staff	\$80.00 /hour
Technical Staff	\$50.00 /hour