

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

**November 16, 2015**

**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
  - 2. LEAVE OF ABSENCE
- C. CONTRACTS / RENEWALS
- D. CONTINUING EDUCATION
- E. CORRESPONDENCE
- F. FINANCIAL REPORT
  - 1. FAMILY LITERACY PROJECT

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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:

**December 21, 2015 @ 7:00PM**

**DRAFT - UNAPPROVED**

**MASTICS-MORICHES-SHIRLEY  
COMMUNITY LIBRARY**

**MINUTES OF OCTOBER 26, 2015 BOARD MEETING**

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

Present were Trustees Mazzarella, Maiorana, Gross, Simmons, Director Rosalia, Assistant Director D'Amato, Secretary Prevete and Victor Canseco of SandPebble Builders, Inc.

**PRESENT**

Motion by Gross, second by Simmons to accept the minutes of the September 28, 2015 meeting of the Board of Trustees. 4-0.

**MINUTES**

Motion by Gross, second by Maiorana to approve the Operating Fund Schedule of Claims dated 10/26/15; Prepay Payables Warrant #1 \$26,289.43; Payables Warrant #2 \$302,678.95; Payroll Warrant W. E. 9/25/2015 \$194,536.73; Payroll Benefits Warrant \$82,650.94; Payroll Warrant W. E. 10/08/15 \$200,250.53; Payroll Benefits Warrant \$28,322.20. Carried 4-0.

**SCHEDULE  
OF CLAIMS**

Motion by Simmons, second by Maiorana to approve the Operating Financial Report for September 2015. Carried 4-0.

**FINANCIAL  
REPORTS**

Motion by Gross, second by Maiorana to approve the Capital Fund Financial Report for September 2015. Carried 4-0.

The Director discussed the proposed carpet and paint projects. Past Envision participants will be invited to see the site sometime during November. She mentioned that it was a good idea to start the development of a Foundation Board to raise monies for the project.

**DIRECTOR'S  
REPORT**

## **DRAFT - UNAPPROVED**

The Assistant Director also stated that she has been very busy assisting the Director with the building projects. The Friends of the Arts will again help support the School District's theater program; upcoming dates for the productions are as follows: William Paca M.S. - November 20th & 21st, William Floyd M.S. - December 4th & 5th, and H.S. musical - April 2nd and 3rd. The Library hosted a Citizen Preparedness Training with 60-70 residents in attendance ( public officials spoke to disaster planning and handed out survival backpacks.

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

Victor Canseco of SandPebble Builders, Inc. discussed the phases of the proposed interior painting & carpeting.

### **UNFINISHED BUSINESS**

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

### **RECOMMENDED PERSONNEL CHANGES**

### **CONTRACTS / RENEWALS**

Motion by Simmons, second by Gross to authorize the approval of Parsons' estimate number 6773 at a cost of \$13,350.00. Carried 4-0.

### **PARSONS COMMERCIAL LLC**

Motion by Gross, second by Maiorana to authorize the contract with Torino Industrial, Inc. at a cost of \$18,076.00. Carried 4-0.

### **TORINO INDUSTRIAL, INC.**

### **CONTINUING EDUCATION**

Motion by Gross, second by Maiorana to authorize the Director to attend the American Library Association Midwinter meeting January 8th - 12th 2016 in Boston, MA. The Director is required to attend this meeting as a stipulation of serving on the ALA Committee on Literacy and Outreach. The cost of the conference will not exceed \$1,900.00 plus travel reimbursement. Carried 4-0.

### **AMERICAN LIBRARY ASSOC. - MIDWINTER CONFERENCE**

**PERIOD FOR PUBLIC EXPRESSION**

Motion by Maiorana, second by Simmons to move into Executive Session at 8:29 pm to discuss a contractual matter. Carried 4-0.

**EXECUTIVE  
SESSION**

Motion by Gross, second by Simmons to leave Executive Session at 9:02 pm. Carried 4-0.

Motion by Simmons, second by Maiorana to adjourn the meeting at 9:04 pm. Carried 4-0.

**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 NOVEMBER 16, 2015**

PREPAY PAYABLES WARRANT #1	\$18,970.11
PAYABLES WARRANT #2	\$190,661.90
PAYROLL WARRANT W.E. 10/23/2015	\$191,027.32
PAYROLL BENEFITS WARRANT	\$81,020.11
PAYROLL WARRANT W.E. 11/6/2015	\$190,544.63
PAYROLL BENEFITS WARRANT	\$9,203.67

TOTAL	<b><u>\$681,427.74</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**  
**November 16, 2015**

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>54362</b>	<b>10/23/2015</b>	<b>Long Island Rail Road</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	*Tickets 11212015	10/22/2015		6437A · PROGRAMS (ADULT)	-380.00
TOTAL					-380.00
<b>Bill Pmt -Check</b>	<b>54363</b>	<b>10/23/2015</b>	<b>Postmaster</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	*NL 112015	10/22/2015		6433G · POSTAGE	-3,865.19
TOTAL					-3,865.19
<b>Bill Pmt -Check</b>	<b>54364</b>	<b>10/29/2015</b>	<b>Amazon.com</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	*101015	10/27/2015		6410A · BOOKS (ADULT)	-1,332.11
				6410C · BOOKS (C&P)	-223.20
				6417A · VIDEOS (ADULT)	-828.34
				6417C · VIDEOS (C&P)	-138.08
				6410N · BOOKS (TEEN)	-226.26
				6417N · VIDEOS (TEEN)	-573.50
				6429C · REALIA (C&P)	-323.14
				6412A · RECORDINGS (ADULT)	-180.53
				6412C · RECORDINGS (C&P)	-17.27
TOTAL					-3,842.43
<b>Bill Pmt -Check</b>	<b>54365</b>	<b>10/29/2015</b>	<b>American Express</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	*101415	10/28/2015		6430G · OFFICE AND LIBRARY SUPPLIES	-119.25
				6435D · CED, CONF & TRAVEL (ADM)	-1,137.86
				6434G · PRINTING (GEN)	-179.47
				6437C · PROGRAMS (C&P)	-241.87



**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**  
**Prepay Payables Warrant #1**  
**November 16, 2015**

Type	Num	Date	Name	Account	Paid Amount
				6428D · MISCELLANEOUS	-2,519.18
				6437N · PROGRAMS (TEEN)	-198.80
				6435N · CED, CONF & TRAVEL (TEEN)	-319.00
				6431D · TELECOMMUNICATIONS	-552.36
				2771 · COPIER REVENUE - CONTRACT (R)	-35.00
				6437C · PROGRAMS (C&P)	-1,473.00
				6428D · MISCELLANEOUS	-132.31
				6428D · MISCELLANEOUS	-1,192.40
				643765 · PROMOTION AND PUBLICITY	-962.63
				6450F · FUEL/GAS	-67.00
				6410C · BOOKS (C&P)	-756.00
TOTAL					<u>-9,886.13</u>
Bill Pmt -Check	54366	11/06/2015	AT&T	L0225 · EMPIRE NAT'L - OPERATING	
Bill	*101015	11/06/2015		6431D · TELECOMMUNICATIONS	-40.62
TOTAL					<u>-40.62</u>
Bill Pmt -Check	54367	11/06/2015	Home Depot Credit Services	L0225 · EMPIRE NAT'L - OPERATING	
Bill	*102015	11/06/2015		6430G · OFFICE AND LIBRARY SUPPLIES	-41.91
				6451G · CUSTODIAL SUPPLIES	-357.96
TOTAL					<u>-399.87</u>
Bill Pmt -Check	54368	11/06/2015	Suffolk County Water Authority	L0225 · EMPIRE NAT'L - OPERATING	
Bill	*7282015-10272015	11/06/2015		6450W · WATER	-538.17
TOTAL					<u>-538.17</u>

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**  
**Prepay Payables Warrant #1**  
**November 16, 2015**

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	54369	11/06/2015	Verizon	L0225 · EMPIRE NAT'L - OPERATING	
Bill	*101415	11/06/2015		6431D · TELECOMMUNICATIONS	-17.70
TOTAL					-17.70

**GRAND TOTAL: \$ 18,970.11**

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**

**November 16, 2015**

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	54371	11/16/2015	Abramowitz, Kelly	L0225 · EMPIRE NAT'L - OPERATING	
Bill	10/1,8,15,29/15	11/10/2015		6437N · PROGRAMS (TEEN)	-480.00
TOTAL					-480.00
Bill Pmt -Check	54372	11/16/2015	Academic Associates	L0225 · EMPIRE NAT'L - OPERATING	
Bill	10/2,5,7,9,12,14,16	11/09/2015		6437L · PROGRAMS (LIT)	-315.00
TOTAL					-315.00
Bill Pmt -Check	54373	11/16/2015	Advanced Plant Care, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	22987	11/06/2015		643760 · PLANTINGS	-150.00
TOTAL					-150.00
Bill Pmt -Check	54374	11/16/2015	ALA Conference	L0225 · EMPIRE NAT'L - OPERATING	
Bill	Reg #219908	11/04/2015		6435D · CED, CONF & TRAVEL (ADM)	-440.00
TOTAL					-440.00
Bill Pmt -Check	54375	11/16/2015	Ashton, Ruth	L0225 · EMPIRE NAT'L - OPERATING	
Bill	10/13,20,22,27,29/15	11/09/2015		6437L · PROGRAMS (LIT)	-263.50
TOTAL					-263.50
Bill Pmt -Check	54376	11/16/2015	Baker & Taylor	L0225 · EMPIRE NAT'L - OPERATING	

# MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

## Payables Warrant #2

November 16, 2015

Type	Num	Date	Name	Account	Paid Amount
Bill	3020602653	10/29/2015		6410A · BOOKS (ADULT)	-360.01
Bill	3020566980	10/29/2015		6410A · BOOKS (ADULT)	-523.26
Bill	3020607037	10/29/2015		6410A · BOOKS (ADULT)	-288.46
Bill	3020599158	10/29/2015		6410A · BOOKS (ADULT)	-501.92
Bill	3020601108	11/04/2015		6410A · BOOKS (ADULT)	-740.27
Bill	3020580590	11/04/2015		6410A · BOOKS (ADULT)	-314.74
Bill	3020595765	11/04/2015		6410A · BOOKS (ADULT)	-405.39
Bill	3020615179	11/04/2015		6410A · BOOKS (ADULT)	-267.11
Bill	3020579577	11/04/2015		6410A · BOOKS (ADULT)	-530.31
Bill	3020624630	11/04/2015		6410A · BOOKS (ADULT)	-208.82
Bill	3020591156	11/04/2015		6410A · BOOKS (ADULT)	-1,337.32
Bill	3020590694	11/04/2015		6410A · BOOKS (ADULT)	-435.77
Bill	3020576083	11/04/2015		6410C · BOOKS (C&P)	-671.78
Bill	3020586092	11/04/2015		6410C · BOOKS (C&P)	-157.12
Bill	3020593720	11/04/2015		6410C · BOOKS (C&P)	-392.90
Bill	3020590789	11/04/2015		6410C · BOOKS (C&P)	-64.70
Bill	3020535089	11/04/2015		6410C · BOOKS (C&P)	-1,118.09
Bill	3020614102	11/04/2015		6410C · BOOKS (C&P)	-285.12
Bill	3020618394	11/04/2015		6410C · BOOKS (C&P)	-136.15
Bill	3020608075	11/06/2015		6410A · BOOKS (ADULT)	-372.74
Bill	3020620388	11/10/2015		6410A · BOOKS (ADULT)	-590.45
Bill	3020616149	11/10/2015		6410A · BOOKS (ADULT)	-896.05
Bill	3020629148	11/10/2015		6410A · BOOKS (ADULT)	-265.83
Bill	3020636452	11/10/2015		6410C · BOOKS (C&P)	-35.45
Bill	3020587333	11/10/2015		6410C · BOOKS (C&P)	-814.66
Bill	3020562786	11/10/2015		6410N · BOOKS (TEEN)	-266.20
Bill	3020618760	11/10/2015		6410N · BOOKS (TEEN)	-23.82
Bill	3020614100	11/10/2015		6410N · BOOKS (TEEN)	-6.05
Bill	3020585277	11/10/2015		6410N · BOOKS (TEEN)	-6.05
Bill	3020590607	11/10/2015		6410N · BOOKS (TEEN)	-203.15
Bill	3020590243	11/10/2015		6410N · BOOKS (TEEN)	-113.50

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**November 16, 2015**

Type	Num	Date	Name	Account	Paid Amount
Bill	3020532567	11/10/2015		6410N · BOOKS (TEEN)	-431.69
Bill	3020564710	11/10/2015		6410N · BOOKS (TEEN)	-57.97
Bill	3020545683	11/10/2015		6410N · BOOKS (TEEN)	-464.76
Bill	3020559388	11/10/2015		6410N · BOOKS (TEEN)	-12.10
Bill	3020547668	11/10/2015		6410N · BOOKS (TEEN)	-65.42
Bill	3020514874	11/10/2015		6410N · BOOKS (TEEN)	-94.94
Bill	3020521542	11/10/2015		6410N · BOOKS (TEEN)	-178.83
Bill	3020574412	11/10/2015		6410N · BOOKS (TEEN)	-134.52
Bill	3020623403	11/10/2015		6410N · BOOKS (TEEN)	-223.09
Bill	3020638447	11/10/2015		6410N · BOOKS (TEEN)	-15.76
Bill	3020613570	11/10/2015		6410N · BOOKS (TEEN)	-62.98
TOTAL					-14,075.25

<b>Bill Pmt -Check</b>	<b>54377</b>	<b>11/16/2015</b>	<b>Barrett Bonacci &amp; VanWeele, PC</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	58709	11/10/2015		7500 · BUILDING IMPROVEMENTS	-3,076.00
TOTAL					-3,076.00

<b>Bill Pmt -Check</b>	<b>54378</b>	<b>11/16/2015</b>	<b>Bishop, Viviana G.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10/13,19,22,26,27,29	11/09/2015		6437L · PROGRAMS (LIT)	-360.00
TOTAL					-360.00

<b>Bill Pmt -Check</b>	<b>54379</b>	<b>11/16/2015</b>	<b>Bleidner, Gloria</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	1122015	11/06/2015		6437A · PROGRAMS (ADULT)	-100.00
TOTAL					-100.00

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**November 16, 2015**

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>54380</b>	<b>11/16/2015</b>	<b>Boecker Consulting Services LLC</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	BCS 15-4405	11/10/2015		7500 · BUILDING IMPROVEMENTS	-4,640.00
TOTAL					<u>-4,640.00</u>
<b>Bill Pmt -Check</b>	<b>54381</b>	<b>11/16/2015</b>	<b>Brodart Co.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	413977	10/29/2015		6430G · OFFICE AND LIBRARY SUPPLIES	-56.85
TOTAL					<u>-56.85</u>
<b>Bill Pmt -Check</b>	<b>54382</b>	<b>11/16/2015</b>	<b>Burg, Stephen (staff)</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	Reimburse 10/18-21	11/05/2015		6435D · CED, CONF & TRAVEL (ADM)	-153.96
TOTAL					<u>-153.96</u>
<b>Bill Pmt -Check</b>	<b>54383</b>	<b>11/16/2015</b>	<b>Carco Group, Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	00803928	11/10/2015		6437P16 · STAFF BACKGROUND SCREEN	-974.50
TOTAL					<u>-974.50</u>
<b>Bill Pmt -Check</b>	<b>54384</b>	<b>11/16/2015</b>	<b>Carter, Kathleen</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10212015	11/04/2015		6437A · PROGRAMS (ADULT)	-100.00
TOTAL					<u>-100.00</u>
<b>Bill Pmt -Check</b>	<b>54385</b>	<b>11/16/2015</b>	<b>Casper, Thomas</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	

# MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

## Payables Warrant #2

November 16, 2015

Type	Num	Date	Name	Account	Paid Amount
Bill	Mileage/10272015	11/06/2015		6435N · CED, CONF & TRAVEL (TEEN)	-25.52
				6437N · PROGRAMS (TEEN)	-50.00
TOTAL					-75.52
<b>Bill Pmt -Check</b>	<b>54386</b>	<b>11/16/2015</b>	<b>Catanese, Catherine</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10202015	11/04/2015		6437C · PROGRAMS (C&P)	-125.00
TOTAL					-125.00
<b>Bill Pmt -Check</b>	<b>54387</b>	<b>11/16/2015</b>	<b>Children's Plus Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	116396	11/10/2015		6410C · BOOKS (C&P)	-135.90
Bill	116298	11/10/2015		6410C · BOOKS (C&P)	-8,537.68
TOTAL					-8,673.58
<b>Bill Pmt -Check</b>	<b>54388</b>	<b>11/16/2015</b>	<b>Ciccotto, William</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10/5,6,12,13,19,20	11/10/2015		6437N · PROGRAMS (TEEN)	-200.00
TOTAL					-200.00
<b>Bill Pmt -Check</b>	<b>54389</b>	<b>11/16/2015</b>	<b>CJ2 Communication Strategies, LLC</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	1248	11/06/2015		643765 · PROMOTION AND PUBLICITY	-750.00
TOTAL					-750.00
<b>Bill Pmt -Check</b>	<b>54390</b>	<b>11/16/2015</b>	<b>Cleanco Distributors, Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**November 16, 2015**

Type	Num	Date	Name	Account	Paid Amount
Bill	018949	10/29/2015		6451G · CUSTODIAL SUPPLIES	-480.00
Bill	015229A	11/05/2015		6451G · CUSTODIAL SUPPLIES	-48.50
Bill	019424	11/10/2015		6451G · CUSTODIAL SUPPLIES	-176.00
TOTAL					-704.50

<b>Bill Pmt -Check</b>	<b>54391</b>	<b>11/16/2015</b>	<b>Coffee Solutions</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	823695	11/12/2015		6430G · OFFICE AND LIBRARY SUPPLIES	-249.00
TOTAL					-249.00

<b>Bill Pmt -Check</b>	<b>54392</b>	<b>11/16/2015</b>	<b>Colonial Youth &amp; Family Services</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10202015	11/04/2015		6437A · PROGRAMS (ADULT)	-45.00
				6437C · PROGRAMS (C&P)	-45.00
Bill	1132015	11/06/2015		6437A · PROGRAMS (ADULT)	-45.00
				6437C · PROGRAMS (C&P)	-45.00
TOTAL					-180.00

<b>Bill Pmt -Check</b>	<b>54393</b>	<b>11/16/2015</b>	<b>Conservation Design Forum</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	8745	11/10/2015		7500 · BUILDING IMPROVEMENTS	-13,948.96
Bill	8746	11/10/2015		7500 · BUILDING IMPROVEMENTS	-9,149.95
TOTAL					-23,098.91

<b>Bill Pmt -Check</b>	<b>54394</b>	<b>11/16/2015</b>	<b>Corella, Ronald</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10/14,19,21,26,28/15	11/09/2015		6437L · PROGRAMS (LIT)	-400.00
TOTAL					-400.00



**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**November 16, 2015**

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>54395</b>	<b>11/16/2015</b>	<b>Cornell Cooperative Extension</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10272015	11/05/2015		6435C · CED, CONF & TRAVEL (C&P)	<u>-140.00</u>
TOTAL					-140.00
<b>Bill Pmt -Check</b>	<b>54396</b>	<b>11/16/2015</b>	<b>Cueva, Daniel S.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10/13,14,21,22,27,28	11/09/2015		6437L · PROGRAMS (LIT)	<u>-450.00</u>
TOTAL					-450.00
<b>Bill Pmt -Check</b>	<b>54397</b>	<b>11/16/2015</b>	<b>Daily News</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	52 weeks 1162015	11/10/2015		6413A · PERIODICALS (ADULT)	<u>-270.40</u>
TOTAL					-270.40
<b>Bill Pmt -Check</b>	<b>54398</b>	<b>11/16/2015</b>	<b>David J. S. Emilita,AICP</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	1122015	11/10/2015		7500 · BUILDING IMPROVEMENTS	<u>-2,493.75</u>
TOTAL					-2,493.75
<b>Bill Pmt -Check</b>	<b>54399</b>	<b>11/16/2015</b>	<b>Davis, Lindsay</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10242015	11/09/2015		6437L · PROGRAMS (LIT)	<u>-50.00</u>
TOTAL					-50.00

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**November 16, 2015**

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>54400</b>	<b>11/16/2015</b>	<b>Detail Carting Co. Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	1901871335	11/12/2015		6432G · CARTAGE	-250.38
TOTAL					<u>-250.38</u>
<b>Bill Pmt -Check</b>	<b>54401</b>	<b>11/16/2015</b>	<b>Dieguez, Richard P.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10272015	11/05/2015		6437A · PROGRAMS (ADULT)	-150.00
TOTAL					<u>-150.00</u>
<b>Bill Pmt -Check</b>	<b>54402</b>	<b>11/16/2015</b>	<b>Discount School Supply</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	D21752700101	11/04/2015		6430G · OFFICE AND LIBRARY SUPPLIES	-147.64
TOTAL					<u>-147.64</u>
<b>Bill Pmt -Check</b>	<b>54403</b>	<b>11/16/2015</b>	<b>DJJ Technologies</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	2061607	11/10/2015		6439W · EQUIPMENT R & M (WIRES)	-378.81
TOTAL					<u>-378.81</u>
<b>Bill Pmt -Check</b>	<b>54404</b>	<b>11/16/2015</b>	<b>Donovan, Elizabeth</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	NYLA/SCLS	11/05/2015		6435L · CED, CONF & TRAVEL (LIT)	-1,044.02
TOTAL					<u>-1,044.02</u>
<b>Bill Pmt -Check</b>	<b>54405</b>	<b>11/16/2015</b>	<b>Earle, April L.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**November 16, 2015**

Type	Num	Date	Name	Account	Paid Amount
Bill	10102015	11/04/2015		6437A · PROGRAMS (ADULT)	-200.00
Bill	10102015-2	11/04/2015		6437A · PROGRAMS (ADULT)	-60.00
TOTAL					-260.00

<b>Bill Pmt -Check</b>	<b>54406</b>	<b>11/16/2015</b>	<b>Emerald Island</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	281130	11/04/2015		6451G · CUSTODIAL SUPPLIES	-109.50
Bill	281279	11/06/2015		6451G · CUSTODIAL SUPPLIES	-129.00
TOTAL					-238.50

<b>Bill Pmt -Check</b>	<b>54407</b>	<b>11/16/2015</b>	<b>Esteves, Maryanne</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10132015	11/04/2015		6437A · PROGRAMS (ADULT)	-75.00
TOTAL					-75.00

<b>Bill Pmt -Check</b>	<b>54408</b>	<b>11/16/2015</b>	<b>Foerderer, Linda</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10/14,19,21,23,26,28	11/09/2015		6437L · PROGRAMS (LIT)	-450.00
TOTAL					-450.00

<b>Bill Pmt -Check</b>	<b>54409</b>	<b>11/16/2015</b>	<b>Franzone, Denise</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10/13,22,27,29/15	11/09/2015		6437L · PROGRAMS (LIT)	-250.00
TOTAL					-250.00

<b>Bill Pmt -Check</b>	<b>54410</b>	<b>11/16/2015</b>	<b>Frisina, Megan</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
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**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**November 16, 2015**

Type	Num	Date	Name	Account	Paid Amount
Bill	10162015	11/04/2015		6437A · PROGRAMS (ADULT)	-50.00
Bill	1092015	11/04/2015		6437A · PROGRAMS (ADULT)	-50.00
Bill	10232015	11/05/2015		6437A · PROGRAMS (ADULT)	-50.00
Bill	10302015	11/05/2015		6437A · PROGRAMS (ADULT)	-50.00
Bill	1162015	11/10/2015		6437A · PROGRAMS (ADULT)	-50.00
TOTAL					<u>-250.00</u>

<b>Bill Pmt -Check</b>	<b>54411</b>	<b>11/16/2015</b>	<b>George, Ivette</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10/14,19,21,26,28	11/09/2015		6437L · PROGRAMS (LIT)	-357.00
TOTAL					<u>-357.00</u>

<b>Bill Pmt -Check</b>	<b>54412</b>	<b>11/16/2015</b>	<b>Hannibal, Julia Ann</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	9/24 10/1,8,15,22	11/10/2015		6437N · PROGRAMS (TEEN)	-600.00
TOTAL					<u>-600.00</u>

<b>Bill Pmt -Check</b>	<b>54413</b>	<b>11/16/2015</b>	<b>Henn, JoAnn</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	1082015	11/04/2015		6437A · PROGRAMS (ADULT)	-80.00
Bill	10/19,22,26,29/15	11/05/2015		6437A · PROGRAMS (ADULT)	-320.00
Bill	1122015	11/09/2015		6437A · PROGRAMS (ADULT)	-80.00
TOTAL					<u>-480.00</u>

<b>Bill Pmt -Check</b>	<b>54414</b>	<b>11/16/2015</b>	<b>Hernandez, Loreta Zuniga</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10/8,15,22,29/15	11/05/2015		6437C · PROGRAMS (C&P)	-78.00
TOTAL					<u>-78.00</u>

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**November 16, 2015**

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>54415</b>	<b>11/16/2015</b>	<b>Hofmann, Anne Marie</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	NYLA 10/2015	11/06/2015		6435R · CED, CONF & TRAVEL (CIRC)	<u>-243.41</u>
TOTAL					-243.41
<b>Bill Pmt -Check</b>	<b>54416</b>	<b>11/16/2015</b>	<b>Imagine That! Art Education</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	1162015	11/10/2015		6437N · PROGRAMS (TEEN)	<u>-240.00</u>
TOTAL					-240.00
<b>Bill Pmt -Check</b>	<b>54417</b>	<b>11/16/2015</b>	<b>Industrial Appraisal Company</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	4699425-2015	11/04/2015		6437P3 · APPRAISAL SERVICES	<u>-210.00</u>
TOTAL					-210.00
<b>Bill Pmt -Check</b>	<b>54418</b>	<b>11/16/2015</b>	<b>Information Today, Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	1578119-B	10/29/2015		6410A · BOOKS (ADULT)	<u>-332.55</u>
TOTAL					-332.55
<b>Bill Pmt -Check</b>	<b>54419</b>	<b>11/16/2015</b>	<b>Island Elevator Services</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	18217	11/04/2015		6452G · BLDG ALTERATION AND MAINT	<u>-370.00</u>
TOTAL					-370.00

# MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

## Payables Warrant #2

November 16, 2015

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	54420	11/16/2015	Island School & Art Supply	L0225 · EMPIRE NAT'L - OPERATING	
Bill	456704	11/05/2015		6437N · PROGRAMS (TEEN)	-68.64
TOTAL					-68.64
Bill Pmt -Check	54421	11/16/2015	Janowitz, Laurie	L0225 · EMPIRE NAT'L - OPERATING	
Bill	10192015	11/04/2015		6437A · PROGRAMS (ADULT)	-270.00
Bill	1122015	11/06/2015		6437A · PROGRAMS (ADULT)	-270.00
TOTAL					-540.00
Bill Pmt -Check	54422	11/16/2015	Jeff Dennys Music Station	L0225 · EMPIRE NAT'L - OPERATING	
Bill	10142015	11/04/2015		6437A · PROGRAMS (ADULT)	-75.00
Bill	10212015	11/04/2015		6437A · PROGRAMS (ADULT)	-75.00
Bill	10282015	11/05/2015		6437A · PROGRAMS (ADULT)	-75.00
TOTAL					-225.00
Bill Pmt -Check	54423	11/16/2015	Joya, Denise	L0225 · EMPIRE NAT'L - OPERATING	
Bill	10/13,19,26,27/15	11/09/2015		6437L · PROGRAMS (LIT)	-300.00
TOTAL					-300.00
Bill Pmt -Check	54424	11/16/2015	King Kullen	L0225 · EMPIRE NAT'L - OPERATING	
Bill	152951301991	10/29/2015		6430G · OFFICE AND LIBRARY SUPPLIES	-4.19
Bill	152981305621	10/29/2015		6430G · OFFICE AND LIBRARY SUPPLIES	-4.13
Bill	152981305711	10/29/2015		6430G · OFFICE AND LIBRARY SUPPLIES	-16.65

# MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

## Payables Warrant #2

November 16, 2015

Type	Num	Date	Name	Account	Paid Amount
Bill	153000700161	10/29/2015		6430G · OFFICE AND LIBRARY SUPPLIES	-9.58
Bill	152981305521	10/29/2015		6413A · PERIODICALS (ADULT)	-6.50
Bill	152941300171	10/29/2015		6437A · PROGRAMS (ADULT)	-9.58
Bill	152991218101	10/29/2015		6437L · PROGRAMS (LIT)	-58.57
Bill	152931399791	10/29/2015		6437L · PROGRAMS (LIT)	-24.91
Bill	152941301061	10/29/2015		6437L · PROGRAMS (LIT)	-11.46
Bill	153070722251	11/06/2015		6430G · OFFICE AND LIBRARY SUPPLIES	-13.58
Bill	153010704801	11/06/2015		6437C · PROGRAMS (C&P)	-28.36
Bill	153030711111	11/06/2015		6451G · CUSTODIAL SUPPLIES	-9.96
				6437D · PROGRAMS (DIGITAL)	-101.38
Bill	153041312601	11/06/2015		6437L · PROGRAMS (LIT)	-16.24
Bill	153061315491	11/06/2015		6437L · PROGRAMS (LIT)	-14.85
Bill	153021222561	11/06/2015		6437N · PROGRAMS (TEEN)	-44.97
Bill	152941301121	11/06/2015		6437N · PROGRAMS (TEEN)	-44.97
Bill	153000507571	11/06/2015		6437N · PROGRAMS (TEEN)	-97.59
Bill	152931207971	11/06/2015		643765 · PROMOTION AND PUBLICITY	-26.75
Bill	153121322751	11/10/2015		6430G · OFFICE AND LIBRARY SUPPLIES	-14.86
TOTAL					-559.08

<b>Bill Pmt -Check</b>	<b>54425</b>	<b>11/16/2015</b>	<b>Lakeshore Learning Materials</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	5457771015	11/04/2015		6429C · REALIA (C&P)	-802.13
TOTAL					-802.13

<b>Bill Pmt -Check</b>	<b>54426</b>	<b>11/16/2015</b>	<b>Language Line Services</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	3706763	11/10/2015		6437P17 · TRANSLATION SERVICES	-45.50
TOTAL					-45.50

# MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

## Payables Warrant #2

November 16, 2015

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>54427</b>	<b>11/16/2015</b>	<b>Lebron, Crystal</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	9/14,16,18,21,28,30	11/10/2015		6437N · PROGRAMS (TEEN)	-1,323.74
TOTAL					-1,323.74
<b>Bill Pmt -Check</b>	<b>54428</b>	<b>11/16/2015</b>	<b>Lighttower Fiber Networks</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	MASTIC-20151107544	11/10/2015		6431D · TELECOMMUNICATIONS	-2,495.00
TOTAL					-2,495.00
<b>Bill Pmt -Check</b>	<b>54429</b>	<b>11/16/2015</b>	<b>LILRC</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	14287	11/04/2015		6435R · CED, CONF & TRAVEL (CIRC)	-60.00
TOTAL					-60.00
<b>Bill Pmt -Check</b>	<b>54430</b>	<b>11/16/2015</b>	<b>Long Island Aquarium Service LLC</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	18106	11/05/2015		6452G · BLDG ALTERATION AND MAINT	-455.93
TOTAL					-455.93
<b>Bill Pmt -Check</b>	<b>54431</b>	<b>11/16/2015</b>	<b>Mahler, Judith</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10/13,14,19,20,21,22	11/09/2015		6437L · PROGRAMS (LIT)	-654.50
TOTAL					-654.50
<b>Bill Pmt -Check</b>	<b>54432</b>	<b>11/16/2015</b>	<b>MakerBot</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	



# MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

## Payables Warrant #2

November 16, 2015

Type	Num	Date	Name	Account	Paid Amount
Bill	INV075558	10/29/2015		6437D · PROGRAMS (DIGITAL)	-205.53
TOTAL					-205.53
<b>Bill Pmt -Check</b>	<b>54433</b>	<b>11/16/2015</b>	<b>Middle Country Public Library</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11/30-12/3/15	11/09/2015		6435D · CED, CONF & TRAVEL (ADM)	-375.00
				6435C · CED, CONF & TRAVEL (C&P)	-375.00
TOTAL					-750.00
<b>Bill Pmt -Check</b>	<b>54434</b>	<b>11/16/2015</b>	<b>Midwest Tape</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	93326546	10/29/2015		6412A · RECORDINGS (ADULT)	-232.59
Bill	93319194	10/29/2015		6417A · VIDEOS (ADULT)	-115.56
Bill	93319192	10/29/2015		6417A · VIDEOS (ADULT)	-333.66
Bill	93312943	10/29/2015		6417A · VIDEOS (ADULT)	-461.39
Bill	93312944	10/29/2015		6417A · VIDEOS (ADULT)	-173.04
Bill	93331027	10/29/2015		6417A · VIDEOS (ADULT)	-83.59
Bill	93328282	10/29/2015		6417A · VIDEOS (ADULT)	-156.21
Bill	93331026	10/29/2015		6417A · VIDEOS (ADULT)	-332.02
Bill	93323303	10/29/2015		6412A · RECORDINGS (ADULT)	-65.28
				6412N · RECORDINGS (TEEN)	-65.28
				6412C · RECORDINGS (C&P)	-32.65
Bill	93341999	10/29/2015		6430G · OFFICE AND LIBRARY SUPPLIES	-299.97
Bill	93355946	11/04/2015		6417A · VIDEOS (ADULT)	-65.67
Bill	93355947	11/04/2015		6417A · VIDEOS (ADULT)	-61.17
Bill	93345884	11/04/2015		6417A · VIDEOS (ADULT)	-554.57
Bill	93345886	11/04/2015		6417A · VIDEOS (ADULT)	-245.23
Bill	93350943	11/04/2015		6417A · VIDEOS (ADULT)	-221.97
Bill	93350299	11/04/2015		6412A · RECORDINGS (ADULT)	-256.76
Bill	93355949	11/04/2015		6417C · VIDEOS (C&P)	-54.83

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**November 16, 2015**

Type	Num	Date	Name	Account	Paid Amount
Bill	93350945	11/04/2015		6417C · VIDEOS (C&P)	-14.44
Bill	93345887	11/04/2015		6417C · VIDEOS (C&P)	-46.82
Bill	93331670	11/04/2015		6417C · VIDEOS (C&P)	-151.96
Bill	93331028	11/04/2015		6417C · VIDEOS (C&P)	-486.82
Bill	93328284	11/04/2015		6417C · VIDEOS (C&P)	-94.18
Bill	93319312	11/04/2015		6412C · RECORDINGS (C&P)	-648.54
Bill	93350571	11/04/2015		6412C · RECORDINGS (C&P)	-431.22
Bill	93346978	11/04/2015		6412A · RECORDINGS (ADULT)	-76.43
				6412N · RECORDINGS (TEEN)	-76.43
				6412C · RECORDINGS (C&P)	-38.21
Bill	93363807	11/06/2015		6412A · RECORDINGS (ADULT)	-170.12
Bill	93369678	11/06/2015		6412A · RECORDINGS (ADULT)	-73.41
				6412N · RECORDINGS (TEEN)	-73.41
				6412C · RECORDINGS (C&P)	-36.71
Bill	93371926	11/10/2015		6417A · VIDEOS (ADULT)	-812.40
Bill	93371928	11/10/2015		6417A · VIDEOS (ADULT)	-375.88
Bill	93363809	11/10/2015		6412C · RECORDINGS (C&P)	-109.98
Bill	93389858	11/12/2015		6430G · OFFICE AND LIBRARY SUPPLIES	-194.97
TOTAL					<u>-7,723.37</u>
<b>Bill Pmt -Check</b>	<b>54435</b>	<b>11/16/2015</b>	<b>Mininni, Patricia</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	Mileage 10/2015	11/10/2015		6435C · CED, CONF & TRAVEL (C&P)	-72.86
TOTAL					<u>-72.86</u>
<b>Bill Pmt -Check</b>	<b>54436</b>	<b>11/16/2015</b>	<b>Munoz, Rosalinda</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10/14,15,16,19,20,	11/09/2015		6437L · PROGRAMS (LIT)	-578.50
TOTAL					<u>-578.50</u>

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**November 16, 2015**

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>54437</b>	<b>11/16/2015</b>	<b>Muszynski, Margaret</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10/14,21,28 11/4/15	11/09/2015		6437L · PROGRAMS (LIT)	<u>-200.00</u>
TOTAL					-200.00
<b>Bill Pmt -Check</b>	<b>54438</b>	<b>11/16/2015</b>	<b>National Learning Corporation</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	0048183	11/04/2015		6410A · BOOKS (ADULT)	<u>-325.14</u>
TOTAL					-325.14
<b>Bill Pmt -Check</b>	<b>54439</b>	<b>11/16/2015</b>	<b>Navarro-Gao, Carmen</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	NYLA 10/2015	11/06/2015		6435L · CED, CONF & TRAVEL (LIT)	<u>-140.54</u>
TOTAL					-140.54
<b>Bill Pmt -Check</b>	<b>54440</b>	<b>11/16/2015</b>	<b>Navarro-Gao, Carmen (vendor)</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10/15,29/15	11/09/2015		6437L · PROGRAMS (LIT)	<u>-90.00</u>
TOTAL					-90.00
<b>Bill Pmt -Check</b>	<b>54441</b>	<b>11/16/2015</b>	<b>New York Times</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	101815-101516	11/04/2015		6413A · PERIODICALS (ADULT)	<u>-2,145.80</u>
TOTAL					-2,145.80

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**November 16, 2015**

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>54442</b>	<b>11/16/2015</b>	<b>NYLA</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	5961	11/06/2015		6435G · CED, CONF & TRAVEL (GEN)	-45.00
TOTAL					<u>-45.00</u>
<b>Bill Pmt -Check</b>	<b>54443</b>	<b>11/16/2015</b>	<b>O'Connell, Linda</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10192015	11/04/2015		6437A · PROGRAMS (ADULT)	-370.00
TOTAL					<u>-370.00</u>
<b>Bill Pmt -Check</b>	<b>54444</b>	<b>11/16/2015</b>	<b>Paychex</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	13759459	11/06/2015		6437P12 · PAYROLL SERVICES	-91.50
TOTAL					<u>-91.50</u>
<b>Bill Pmt -Check</b>	<b>54445</b>	<b>11/16/2015</b>	<b>Paychex, Inc</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	435878	10/29/2015		6437P12 · PAYROLL SERVICES	-664.61
Bill	437612	11/06/2015		6437P12 · PAYROLL SERVICES	-651.36
TOTAL					<u>-1,315.97</u>
<b>Bill Pmt -Check</b>	<b>54446</b>	<b>11/16/2015</b>	<b>Penguin Random House</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	1085177472	10/29/2015		6412A · RECORDINGS (ADULT)	-30.00
Bill	1085341763	11/04/2015		6412A · RECORDINGS (ADULT)	-60.00
Bill	1085348679	11/04/2015		6412A · RECORDINGS (ADULT)	-33.75
Bill	1085304107 A	11/04/2015		6412A · RECORDINGS (ADULT)	-26.25
Bill	1085304107 B	11/04/2015		6412A · RECORDINGS (ADULT)	-26.25

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**November 16, 2015**

Type	Num	Date	Name	Account	Paid Amount
Bill	1085293558	11/04/2015		6412A · RECORDINGS (ADULT)	-153.75
Bill	1085253070	11/04/2015		6412A · RECORDINGS (ADULT)	-33.75
TOTAL					-363.75
<b>Bill Pmt -Check</b>	<b>54447</b>	<b>11/16/2015</b>	<b>Petty Cash</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	PC 112015 RASD	11/05/2015		6430G · OFFICE AND LIBRARY SUPPLIES	-1.00
				6435A · CED, CONF & TRAVEL (ADULT)	-17.18
				6437A · PROGRAMS (ADULT)	-8.00
				2650 · SALES OF EXCESS MATERIAL	-4.00
Bill	PC 112015 CPSD	11/10/2015		6437C · PROGRAMS (C&P)	-28.00
				6435C · CED, CONF & TRAVEL (C&P)	-7.47
TOTAL					-65.65
<b>Bill Pmt -Check</b>	<b>54448</b>	<b>11/16/2015</b>	<b>Piper-Gebhard, Randi</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10/13,14,20,21,22,27	11/09/2015		6437L · PROGRAMS (LIT)	-780.00
TOTAL					-780.00
<b>Bill Pmt -Check</b>	<b>54449</b>	<b>11/16/2015</b>	<b>Polanco Abreu, Yudith</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10/13,14,19,20,21,22	11/09/2015		6437L · PROGRAMS (LIT)	-422.50
TOTAL					-422.50
<b>Bill Pmt -Check</b>	<b>54450</b>	<b>11/16/2015</b>	<b>Quill</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	8481741	10/29/2015		6430G · OFFICE AND LIBRARY SUPPLIES	-96.85
Bill	8689165	10/29/2015		6430G · OFFICE AND LIBRARY SUPPLIES	-76.89

# MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

## Payables Warrant #2

November 16, 2015

Type	Num	Date	Name	Account	Paid Amount
Bill	8709092	10/29/2015		6430G · OFFICE AND LIBRARY SUPPLIES	-18.99
Bill	8846328	10/29/2015		6430G · OFFICE AND LIBRARY SUPPLIES	-341.50
Bill	8932036	10/29/2015		6430G · OFFICE AND LIBRARY SUPPLIES	-19.28
TOTAL					-553.51

**Bill Pmt -Check 54451 11/16/2015 Quintanilla, Marvin (Staff) L0225 · EMPIRE NAT'L - OPERATING**

Bill	Mileage Aug-Oct	11/10/2015		6435L · CED, CONF & TRAVEL (LIT)	-40.84
TOTAL					-40.84

**Bill Pmt -Check 54452 11/16/2015 ReadyRefresh L0225 · EMPIRE NAT'L - OPERATING**

Bill	15J8211383149	11/10/2015		6430G · OFFICE AND LIBRARY SUPPLIES	-104.11
TOTAL					-104.11

**Bill Pmt -Check 54453 11/16/2015 Recorded Books L0225 · EMPIRE NAT'L - OPERATING**

Bill	75223921	10/29/2015		6412A · RECORDINGS (ADULT)	-39.99
Bill	75227596	10/29/2015		6412A · RECORDINGS (ADULT)	-49.99
Bill	75227505	10/29/2015		6412A · RECORDINGS (ADULT)	-29.99
Bill	75225381	10/29/2015		6412A · RECORDINGS (ADULT)	-35.00
Bill	75225088	10/29/2015		6412A · RECORDINGS (ADULT)	-29.99
Bill	75224762	10/29/2015		6412A · RECORDINGS (ADULT)	-30.00
Bill	75219014	10/29/2015		6417A · VIDEOS (ADULT)	-41.60
Bill	75230814	11/04/2015		6412A · RECORDINGS (ADULT)	-34.99
Bill	75229977	11/04/2015		6412A · RECORDINGS (ADULT)	-44.99
Bill	75230808	11/04/2015		6412A · RECORDINGS (ADULT)	-34.99
Bill	75220162	11/04/2015		6413A · PERIODICALS (ADULT)	-7,628.80
				6413N · PERIODICALS (TEEN)	-296.79

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**November 16, 2015**

Type	Num	Date	Name	Account	Paid Amount
Bill	75230560	11/04/2015		6412C · RECORDINGS (C&P)	-173.60
Bill	75236234	11/06/2015		6412A · RECORDINGS (ADULT)	-34.95
Bill	75233954	11/06/2015		6412A · RECORDINGS (ADULT)	-39.99
Bill	75234936	11/10/2015		6412A · RECORDINGS (ADULT)	-470.20
Bill	75236827	11/10/2015		6412A · RECORDINGS (ADULT)	-19.99
TOTAL					<u>-9,035.85</u>
<b>Bill Pmt -Check</b>	<b>54454</b>	<b>11/16/2015</b>	<b>Riverhead Free Library</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10302015	11/04/2015		6410A · BOOKS (ADULT)	-36.95
TOTAL					<u>-36.95</u>
<b>Bill Pmt -Check</b>	<b>54455</b>	<b>11/16/2015</b>	<b>Roeder, Kathy</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10/6,13,20,27/15	11/05/2015		6437C · PROGRAMS (C&P)	-400.00
TOTAL					<u>-400.00</u>
<b>Bill Pmt -Check</b>	<b>54456</b>	<b>11/16/2015</b>	<b>Rojo Angeles, Erika</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10,19,20,21,26,27	11/09/2015		6437L · PROGRAMS (LIT)	-351.00
TOTAL					<u>-351.00</u>
<b>Bill Pmt -Check</b>	<b>54457</b>	<b>11/16/2015</b>	<b>Rosalia, Kerri</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10242015	11/04/2015		6438 · DUES	-65.00
TOTAL					<u>-65.00</u>

# MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

## Payables Warrant #2

November 16, 2015

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>54458</b>	<b>11/16/2015</b>	<b>Rotary Club of Shirley &amp; the Mastics</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	712015-123115 KR	11/05/2015		6435D · CED, CONF & TRAVEL (ADM)	-440.00
				6438 · DUES	-100.00
TOTAL					-540.00
<b>Bill Pmt -Check</b>	<b>54459</b>	<b>11/16/2015</b>	<b>Roye, Sara</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10142015	11/04/2015		6437A · PROGRAMS (ADULT)	-100.00
Bill	10212015	11/04/2015		6437A · PROGRAMS (ADULT)	-100.00
Bill	10282015	11/05/2015		6437A · PROGRAMS (ADULT)	-100.00
Bill	1142015	11/06/2015		6437A · PROGRAMS (ADULT)	-100.00
TOTAL					-400.00
<b>Bill Pmt -Check</b>	<b>54460</b>	<b>11/16/2015</b>	<b>S&amp;S Worldwide Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	8796581	10/29/2015		6437C · PROGRAMS (C&P)	-43.37
TOTAL					-43.37
<b>Bill Pmt -Check</b>	<b>54461</b>	<b>11/16/2015</b>	<b>Sandpebble Builders, Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	#54 Herkimer 1122015	11/10/2015		7500 · BUILDING IMPROVEMENTS	-3,120.00
Bill	#54 Lintel 1122015	11/10/2015		7500 · BUILDING IMPROVEMENTS	-1,276.00
TOTAL					-4,396.00
<b>Bill Pmt -Check</b>	<b>54462</b>	<b>11/16/2015</b>	<b>Sandpebble Preconstruction Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	#54 Painting 1122015	11/10/2015		7500 · BUILDING IMPROVEMENTS	-6,292.00



**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**November 16, 2015**

Type	Num	Date	Name	Account	Paid Amount
Bill	#54 NewLibrary 11215	11/10/2015		7500 · BUILDING IMPROVEMENTS	-26,723.27
TOTAL					-33,015.27
<b>Bill Pmt -Check</b>	<b>54463</b>	<b>11/16/2015</b>	<b>Scholastic Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	11961303	11/10/2015		6410C · BOOKS (C&P)	-74.50
Bill	11957942	11/10/2015		6410C · BOOKS (C&P)	-564.50
TOTAL					-639.00
<b>Bill Pmt -Check</b>	<b>54464</b>	<b>11/16/2015</b>	<b>Scott, Rob</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10232015	11/05/2015		6437C · PROGRAMS (C&P)	-250.00
Bill	10312015	11/05/2015		6437A · PROGRAMS (ADULT)	-375.00
TOTAL					-625.00
<b>Bill Pmt -Check</b>	<b>54465</b>	<b>11/16/2015</b>	<b>Searles Graphics, Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	35318	10/29/2015		6434G · PRINTING (GEN)	-6,581.00
TOTAL					-6,581.00
<b>Bill Pmt -Check</b>	<b>54466</b>	<b>11/16/2015</b>	<b>Sears, Susan</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10222015	11/05/2015		6437C · PROGRAMS (C&P)	-175.00
TOTAL					-175.00
<b>Bill Pmt -Check</b>	<b>54467</b>	<b>11/16/2015</b>	<b>Setteducati, Dave</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**November 16, 2015**

Type	Num	Date	Name	Account	Paid Amount
Bill	10242015	11/05/2015		6437A · PROGRAMS (ADULT)	-575.00
TOTAL					-575.00
<b>Bill Pmt -Check</b>	<b>54468</b>	<b>11/16/2015</b>	<b>Sharper Training Solutions, Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	1152015	11/10/2015		6437A · PROGRAMS (ADULT)	-200.00
TOTAL					-200.00
<b>Bill Pmt -Check</b>	<b>54469</b>	<b>11/16/2015</b>	<b>Sievers, Sandra</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	1122015	11/06/2015		6437A · PROGRAMS (ADULT)	-100.00
TOTAL					-100.00
<b>Bill Pmt -Check</b>	<b>54470</b>	<b>11/16/2015</b>	<b>Soto, Esmeralda</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10/19,21,26,28/15	11/09/2015		6437L · PROGRAMS (LIT)	-300.00
TOTAL					-300.00
<b>Bill Pmt -Check</b>	<b>54471</b>	<b>11/16/2015</b>	<b>South Shore Press, Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	L7538	10/29/2015		6434G · PRINTING (GEN)	-154.00
TOTAL					-154.00
<b>Bill Pmt -Check</b>	<b>54472</b>	<b>11/16/2015</b>	<b>Sparling, Nicole</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10262015	11/05/2015		6437C · PROGRAMS (C&P)	-275.00

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**November 16, 2015**

Type	Num	Date	Name	Account	Paid Amount
TOTAL					-275.00
<b>Bill Pmt -Check</b>	<b>54473</b>	<b>11/16/2015</b>	<b>Stalzer, Diane</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10/14,21,28/15	11/05/2015		6437C · PROGRAMS (C&P)	-375.00
TOTAL					-375.00
<b>Bill Pmt -Check</b>	<b>54474</b>	<b>11/16/2015</b>	<b>Strunk-Albert Engineering</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	6180	11/10/2015		7500 · BUILDING IMPROVEMENTS	-12,500.00
TOTAL					-12,500.00
<b>Bill Pmt -Check</b>	<b>54475</b>	<b>11/16/2015</b>	<b>Suffolk County Locksmith, Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	74416	11/06/2015		6451G · CUSTODIAL SUPPLIES	-13.75
TOTAL					-13.75
<b>Bill Pmt -Check</b>	<b>54476</b>	<b>11/16/2015</b>	<b>Tanzi, Nicholas</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	Reimburse 10/18-21	11/05/2015		6435D · CED, CONF & TRAVEL (ADM)	-170.08
Bill	NYLA 10/2015/Dues	11/09/2015		6438 · DUES	-156.00
				6435D · CED, CONF & TRAVEL (ADM)	-135.00
TOTAL					-461.08
<b>Bill Pmt -Check</b>	<b>54477</b>	<b>11/16/2015</b>	<b>Thermal Solutions, Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	39973	10/29/2015		6452G · BLDG ALTERATION AND MAINT	-1,131.96

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**November 16, 2015**

Type	Num	Date	Name	Account	Paid Amount
Bill	A40093	10/29/2015		6452G · BLDG ALTERATION AND MAINT	-275.00
TOTAL					-1,406.96
<b>Bill Pmt -Check</b>	<b>54478</b>	<b>11/16/2015</b>	<b>Torino Industrial Fabrication</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	TIF15-831	11/10/2015		7500 · BUILDING IMPROVEMENTS	-18,076.00
TOTAL					-18,076.00
<b>Bill Pmt -Check</b>	<b>54479</b>	<b>11/16/2015</b>	<b>True Nature Landscaping Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	12789	11/06/2015		6452G · BLDG ALTERATION AND MAINT	-360.00
TOTAL					-360.00
<b>Bill Pmt -Check</b>	<b>54480</b>	<b>11/16/2015</b>	<b>Tyler, Edwina Lee</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	1142015	11/06/2015		6437A · PROGRAMS (ADULT)	-200.00
TOTAL					-200.00
<b>Bill Pmt -Check</b>	<b>54481</b>	<b>11/16/2015</b>	<b>Unique Management Services, Inc</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	316167	11/10/2015		6437P7 · COLLECTION AGENCY	-295.35
TOTAL					-295.35
<b>Bill Pmt -Check</b>	<b>54482</b>	<b>11/16/2015</b>	<b>UPS</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	000054YE33415	11/04/2015		6433G · POSTAGE	-20.02

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**November 16, 2015**

Type	Num	Date	Name	Account	Paid Amount
TOTAL					-20.02
<b>Bill Pmt -Check</b>	<b>54483</b>	<b>11/16/2015</b>	<b>Villegas, Martha (Vendor)</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10/8,15,22,29/15	11/05/2015		6437C · PROGRAMS (C&P)	-91.00
Bill	10/13,14,19,20,21,22	11/09/2015		6437L · PROGRAMS (LIT)	-422.50
TOTAL					<u>-513.50</u>
<b>Bill Pmt -Check</b>	<b>54484</b>	<b>11/16/2015</b>	<b>Vincent's Pizza of Shirley</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	367078	11/10/2015		6437N · PROGRAMS (TEEN)	-361.00
				6437C · PROGRAMS (C&P)	-95.00
TOTAL					<u>-456.00</u>
<b>Bill Pmt -Check</b>	<b>54485</b>	<b>11/16/2015</b>	<b>W. B. Mason Co., Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	I29138000	10/29/2015		6430G · OFFICE AND LIBRARY SUPPLIES	-95.12
Bill	I29293555	10/29/2015		6430G · OFFICE AND LIBRARY SUPPLIES	-49.79
Bill	I29630076	11/06/2015		6430G · OFFICE AND LIBRARY SUPPLIES	-42.40
Bill	I29717115	11/10/2015		6430G · OFFICE AND LIBRARY SUPPLIES	-26.76
TOTAL					<u>-214.07</u>
<b>Bill Pmt -Check</b>	<b>54486</b>	<b>11/16/2015</b>	<b>White, Edna Terry</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10/14,21,28 11/4/15	11/09/2015		6437L · PROGRAMS (LIT)	-200.00
TOTAL					<u>-200.00</u>

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY**

**Payables Warrant #2**

**November 16, 2015**

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>54487</b>	<b>11/16/2015</b>	<b>Wischhusen, Will</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10/2,16,23/15	11/10/2015		6437N · PROGRAMS (TEEN)	-240.00
TOTAL					<u>-240.00</u>
<b>Bill Pmt -Check</b>	<b>54488</b>	<b>11/16/2015</b>	<b>Worthington Direct</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	617520-MAS139	10/29/2015		7203C · EQUIPMENT C & P	-498.15
TOTAL					<u>-498.15</u>
<b>Bill Pmt -Check</b>	<b>54489</b>	<b>11/16/2015</b>	<b>Xerox Corporation (Chicago)</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	300301174	11/10/2015		6439G · EQUIPMENT R & M (GEN)	-2,004.06
TOTAL					<u>-2,004.06</u>
<b>Bill Pmt -Check</b>	<b>54490</b>	<b>11/16/2015</b>	<b>Xerox Corporation (PA)</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	230023470	10/29/2015		6439G · EQUIPMENT R & M (GEN)	-1,516.40
TOTAL					<u>-1,516.40</u>
<b>Bill Pmt -Check</b>	<b>54491</b>	<b>11/16/2015</b>	<b>Zafar, Tanzeela</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	10242015	11/09/2015		6437L · PROGRAMS (LIT)	-39.00
TOTAL					<u>-39.00</u>

**Grand Total: \$ 190,661.90**

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Payables Warrant #2

November 16, 2015

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

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

**Mastics-Moriches-Shirley Community Library**  
**Payroll Benefits Warrant**  
**October 23, 2015**

<b>Type</b>	<b>Num</b>	<b>Date</b>	<b>Name</b>	<b>Account</b>	<b>Paid Amount</b>
<b>Bill Pmt</b>	<b>EFT</b>	<b>10/23/15</b>	<b>1106 NYS Employees'</b>	<b>L0226 · EMPIRE NAT'L - PAYROLL</b>	
Bill	10232015		<b>Retirement System</b>	L0163 · RC ERS CONTRIBUTIONS	\$ 2,541.11
				L0161 · RL - ERS LOAN	\$ 1,222.00
				L0160 · RA - ERS ARREARS (VOLUNTARY)	\$ 95.82
				<b>TOTAL</b>	<b>\$ 3,858.93</b>
<b>Bill Pmt</b>	<b>EFT</b>	<b>10/23/15</b>	<b>Hartford Insurance Co</b>	<b>L0226 · EMPIRE NAT'L - PAYROLL</b>	
	10232015			L0196 · LONG TERM	\$ 187.66
				9055 · DISABILTY INSURANCE	\$ 1,790.94
				<b>TOTAL</b>	<b>\$ 1,978.60</b>
<b>Bill Pmt -Check</b>	<b>5251</b>	<b>10/23/15</b>	<b>1103 State Of NY Dept</b>	<b>L0226 · EMPIRE NAT'L - PAYROLL</b>	
Bill	490		<b>of Civil Service</b>	9060 · MEDICAL INSURANCE	\$ 64,434.20
				<b>TOTAL</b>	<b>\$ 64,434.20</b>
<b>Bill Pmt -Check</b>	<b>5252</b>	<b>10/23/15</b>	<b>1109 Prudential</b>	<b>L0226 · EMPIRE NAT'L - PAYROLL</b>	
Bill	10232015			L0172 · 403B PRUDENTIAL	\$ 1,500.00
				<b>TOTAL</b>	<b>\$ 1,500.00</b>
<b>Bill Pmt -Check</b>	<b>5253</b>	<b>10/23/15</b>	<b>1110 AFLAC</b>	<b>L0226 · EMPIRE NAT'L - PAYROLL</b>	
Bill	206221			L0625 · AFLAC PRE-TAX	\$ 2,155.09
				L0626 · AFLAC POST-TAX	\$ 429.76
				<b>TOTAL</b>	<b>\$ 2,584.85</b>



**Mastics-Moriches-Shirley Community Library**  
**Payroll Benefits Warrant**  
**October 23, 2015**

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	5254	10/23/15	1112 The NYS Deferred Compensation Plan	L0226 · EMPIRE NAT'L - PAYROLL L0173 · 457B NYS DEFERRED COMP TOTAL	\$ 1,282.65 <u>\$ 1,282.65</u>
Bill Pmt -Check	5255	10/23/15	2922 Met Life	L0226 · EMPIRE NAT'L - PAYROLL L0171 · 403B MET LIFE TOTAL	\$ 2,688.00 <u>\$ 2,688.00</u>
Bill Pmt -Check	5256	10/23/15	CSEA Employee Benefit Fund	L0226 · EMPIRE NAT'L - PAYROLL L0510 · CSEA POST TAX DENTAL L0520 · CSEA POST TAX VISION TOTAL	\$ 73.84 \$ 14.13 <u>\$ 87.97</u>
Bill Pmt -Check	5257	10/23/15	CSEA, Inc.	L0226 · EMPIRE NAT'L - PAYROLL L0500 · CSEA UNION DUES TOTAL	\$ 2,604.91 <u>\$ 2,604.91</u>
				GRAND TOTAL	<u><u>\$ 81,020.11</u></u>

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

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

**Mastics-Moriches-Shirley Community Library**  
**Payroll Benefits Warrant**  
**November 06, 2015**

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check Bill	5258 11062015	11/06/15	1096 Denise Boinay	L0226 · EMPIRE NAT'L - PAYROLL 9060 · MEDICAL INSURANCE TOTAL	\$ 104.90 <u>104.90</u>
Bill Pmt -Check Bill	5259 11062015	11/06/15	1097 Florence Stonish	L0226 · EMPIRE NAT'L - PAYROLL 9060 · MEDICAL INSURANCE TOTAL	\$ 104.90 <u>104.90</u>
Bill Pmt -Check Bill	5260 11062015	11/06/15	1098 Mary Abruscato	L0226 · EMPIRE NAT'L - PAYROLL 9060 · MEDICAL INSURANCE TOTAL	\$ 104.90 <u>104.90</u>
Bill Pmt -Check Bill	5261 11062015	11/06/15	1099 Kathleen Irish	L0226 · EMPIRE NAT'L - PAYROLL 9060 · MEDICAL INSURANCE TOTAL	\$ 209.80 <u>209.80</u>
Bill Pmt -Check Bill	5262 11062015	11/06/15	1100 Madeline Sacco	L0226 · EMPIRE NAT'L - PAYROLL 9060 · MEDICAL INSURANCE TOTAL	\$ 104.90 <u>104.90</u>
Bill Pmt -Check Bill	5263 11062015	11/06/15	1101 William Cicola	L0226 · EMPIRE NAT'L - PAYROLL 9060 · MEDICAL INSURANCE TOTAL	\$ 104.90 <u>104.90</u>

**Mastics-Moriches-Shirley Community Library**  
**Payroll Benefits Warrant**  
**November 06, 2015**

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check Bill	5264 11062015	11/06/15	1102 John R Verbesey	L0226 · EMPIRE NAT'L - PAYROLL 9060 · MEDICAL INSURANCE TOTAL	\$ 209.80 \$ 209.80
Bill Pmt -Check Bill	5265 11062015	11/06/15	1109 Prudential	L0226 · EMPIRE NAT'L - PAYROLL L0172 · 403B PRUDENTIAL TOTAL	\$ 1,500.00 \$ 1,500.00
Bill Pmt -Check Bill	5266 347132	11/06/15	1112 The NYS Deferred Compensation Plan	L0226 · EMPIRE NAT'L - PAYROLL L0173 · 457B NYS DEFERRED COMP TOTAL	\$ 1,395.21 \$ 1,395.21
Bill Pmt -Check Bill	5267 11062015	11/06/15	2922 Met Life	L0226 · EMPIRE NAT'L - PAYROLL L0171 · 403B MET LIFE TOTAL	\$ 2,688.00 \$ 2,688.00
Bill Pmt -Check Bill	5268 11062015	11/06/15	CSEA Employee Benefit Fund	L0226 · EMPIRE NAT'L - PAYROLL L0510 · CSEA POST TAX DENTAL L0520 · CSEA POST TAX VISION TOTAL	\$ 73.84 \$ 14.13 \$ 87.97

**Mastics-Moriches-Shirley Community Library**  
**Payroll Benefits Warrant**  
**November 06, 2015**

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	5269	11/06/15	CSEA, Inc.	L0226 · EMPIRE NAT'L - PAYROLL	
Bill	11062015			L0500 · CSEA UNION DUES	\$ 2,588.39
				TOTAL	<u>\$ 2,588.39</u>
				GRAND TOTAL	<u><b>\$ 9,203.67</b></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)**

**OCTOBER 2015**

**PREPARED & SUBMITTED BY:**

**CHRISTOPHER NOWAK  
BUSINESS MANAGER**

MMSCL  
Operating Funds Monthly Report  
**October 2015**

INSTITUTION	PURPOSE	BALANCE FORWARD	DEPOSITS	DISBURSEMENTS	INTEREST	ENDING BALANCE
Empire Nat'l Bank	MONEY MARKET	\$ 2,970,750.28	\$ 23,196.77	\$ 829,878.51	\$ 1,127.52	\$ 2,165,196.06
Empire Nat'l Bank	CREDIT CARD M.M.	\$ 418,545.91	\$ 3,551.81	\$ 177.01	\$ 178.53	\$ 422,099.24
Empire Nat'l Bank	OPERATING	\$ 421,440.42	\$ 329,122.35	\$ 495,458.55	\$ 56.85	\$ 255,161.07
Empire Nat'l Bank	PAYROLL	\$ 24,406.66	\$ 500,756.16	\$ 507,441.74	\$ -	\$ 17,721.08
						<b>\$ 2,860,177.45</b>

INSTITUTION	PURPOSE	MATURITY DATE	TERM	RATE	BALANCE
Capital One Bank	Denitrification System	September 28, 2016	12 Months	0.05%	\$ 15,000.00
TOTAL INVESTMENTS:					<b>\$ 15,000.00</b>
TOTAL CASH & INVESTMENTS:					<b><u>\$ 2,875,177.45</u></b>

# MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

## Profit & Loss Budget Overview

July through October 2015

	TOTAL							
	Jul 15	Aug 15	Sep 15	Oct 15	Jul - Oct 15	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>								
<b>Income</b>								
2000 • PROPERTY TAX REVENUES	0.00	0.00	0.00	0.00	0.00	9,214,000.00	-9,214,000.00	0.0%
2082 • FINES AND FEES	6,878.93	7,422.04	5,522.51	6,064.21	25,887.69	75,000.00	-49,112.31	34.52%
2360 • CONTRACTS WITH OTHER LIBR.	487,800.91	0.00	0.00	0.00	487,800.91	340,000.00	147,800.91	143.47%
2401 • INTEREST	2,138.31	2,014.64	1,697.55	1,362.90	7,213.40	30,000.00	-22,786.60	24.05%
2650 • SALES OF EXCESS MATERIAL	50.00	20.00	39.00	42.00	151.00			
2670 • SALES OF BOOKS	0.00	442.22	0.00	0.00	442.22			
2671 • FEDERAL & STATE GRANTS	0.00	0.00	0.00	5,000.00	5,000.00			
2675 • GRANTS - OTHER	700.00	0.00	0.00	0.00	700.00			
2705 • GIFTS AND DONATIONS	75.00	0.00	0.00	0.00	75.00			
2760 • SYSTEM & STATE AID	0.00	0.00	0.00	12,477.60	12,477.60	10,000.00	2,477.60	124.78%
2771 • COPIER REVENUE - CONTRACT (R)	983.11	598.10	803.80	784.00	3,169.01	10,000.00	-6,830.99	31.69%
2771A • COPIER REVENUE - INHOUSE (N)	0.00	0.00	0.00	0.05	0.05			
2772A • ADULT-ADULT PRINTER	487.35	601.80	996.30	1,138.00	3,223.45			
2800 • Program Receipts								
2805 • Program Receipts - Adult	1,080.50	396.50	1,205.00	1,163.00	3,845.00			
2800 • Program Receipts - Other	0.00	0.00	0.00	0.00	0.00	20,000.00	-20,000.00	0.0%
<b>Total 2800 • Program Receipts</b>	<b>1,080.50</b>	<b>396.50</b>	<b>1,205.00</b>	<b>1,163.00</b>	<b>3,845.00</b>	<b>20,000.00</b>	<b>-16,155.00</b>	<b>19.23%</b>
2999 • Lost Books	0.00	23.50	0.00	0.00	23.50			
<b>Total Income</b>	<b>500,194.11</b>	<b>11,518.80</b>	<b>10,264.16</b>	<b>28,031.76</b>	<b>550,008.83</b>	<b>9,699,000.00</b>	<b>-9,148,991.17</b>	<b>5.67%</b>
<b>Gross Profit</b>	<b>500,194.11</b>	<b>11,518.80</b>	<b>10,264.16</b>	<b>28,031.76</b>	<b>550,008.83</b>	<b>9,699,000.00</b>	<b>-9,148,991.17</b>	<b>5.67%</b>
<b>Expense</b>								
6000 • SALARIES AND WAGES								
6141 • PROFESSIONAL SALARIES								

# MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

## Profit & Loss Budget Overview

July through October 2015

	TOTAL							
	Jul 15	Aug 15	Sep 15	Oct 15	Jul - Oct 15	Budget	\$ Over Budget	% of Budget
<b>6141A · PROFESSIONAL (ADULT)</b>	75,069.62	50,590.75	50,449.94	72,367.26	248,477.57	750,700.00	-502,222.43	33.1%
<b>6141C · PROFESSIONAL (C&amp;P)</b>	69,287.70	45,671.25	43,017.93	43,293.12	201,270.00	692,084.00	-490,814.00	29.08%
<b>6141D · PROFESSIONAL (DIGITAL)</b>	18,301.42	12,222.07	12,348.12	12,354.42	55,226.03	192,610.00	-137,383.97	28.67%
<b>6141N · PROFESSIONAL (TEEN)</b>	41,196.17	26,908.74	25,996.98	27,020.90	121,122.79	395,894.00	-274,771.21	30.6%
<b>6141S · COMM SERV LIBR (SVC)</b>	29,415.48	19,844.60	19,844.60	19,844.60	88,949.28	253,820.00	-164,870.72	35.04%
<b>6141T · PROFESSIONAL (TECH)</b>	22,607.56	15,419.48	14,976.06	15,048.62	68,051.72	194,206.00	-126,154.28	35.04%
<b>Total 6141 · PROFESSIONAL SALARIES</b>	<b>255,877.95</b>	<b>170,656.89</b>	<b>166,633.63</b>	<b>189,928.92</b>	<b>783,097.39</b>	<b>2,479,314.00</b>	<b>-1,696,216.61</b>	<b>31.59%</b>
<b>6142 · CLERICAL SALARIES</b>								
<b>6142A · CLERICAL (ADULT)</b>	37,786.02	24,625.19	23,481.34	25,539.84	111,432.39	379,945.00	-268,512.61	29.33%
<b>6142C · CLERICAL (C&amp;P)</b>	23,769.43	15,306.12	15,984.06	16,186.57	71,246.18	239,672.00	-168,425.82	29.73%
<b>6142D · CLERICAL (DIGITAL)</b>	6,045.28	4,090.12	4,127.04	4,122.43	18,384.87	58,557.00	-40,172.13	31.4%
<b>6142G · CLERICAL (GEN)</b>	19,646.64	13,183.92	13,183.92	14,222.37	60,236.85	171,391.00	-111,154.15	35.15%
<b>6142L · CLERICAL (LIT)</b>	21,796.08	15,350.87	14,513.99	16,380.39	68,041.33	224,346.00	-156,304.67	30.33%
<b>6142N · CLERICAL (TEEN)</b>	10,141.80	7,067.03	6,105.11	6,537.55	29,851.49	86,276.00	-56,424.51	34.6%
<b>6142R · CLERICAL (CIRC)</b>	37,142.32	25,170.51	24,888.12	24,088.84	111,289.79	328,172.00	-216,882.21	33.91%
<b>6142S · CLERICAL (SVC)</b>	978.60	579.60	637.56	695.52	2,891.28	13,573.00	-10,681.72	21.3%
<b>6142T · CLERICAL (TECH)</b>	17,958.33	12,299.22	11,871.82	11,997.32	54,126.69	152,443.00	-98,316.31	35.51%
<b>6142X · CLERICAL (WIRES)</b>	1,383.89	853.22	912.41	971.63	4,121.15	12,428.00	-8,306.85	33.16%
<b>Total 6142 · CLERICAL SALARIES</b>	<b>176,648.39</b>	<b>118,525.80</b>	<b>115,705.37</b>	<b>120,742.46</b>	<b>531,622.02</b>	<b>1,666,803.00</b>	<b>-1,135,180.98</b>	<b>31.9%</b>
<b>6143 · PAGE SALARIES</b>								
<b>6143A · PAGE (ADULT)</b>	18,669.99	12,134.14	11,602.84	12,375.03	54,782.00	184,870.00	-130,088.00	29.63%
<b>6143C · PAGE (C&amp;P)</b>	17,478.74	11,435.07	8,987.81	10,079.78	47,981.40	141,530.00	-93,548.60	33.9%
<b>6143L · PAGE (LIT)</b>	898.25	996.98	430.94	506.41	2,832.58	5,565.00	-2,732.42	50.9%
<b>6143N · PAGE (TEEN)</b>	3,079.29	1,902.10	1,446.68	1,605.18	8,033.25	20,405.00	-12,371.75	39.37%
<b>6143R · PAGE (CIRC)</b>	3,160.18	2,328.51	2,249.26	2,580.80	10,318.75	36,524.00	-26,205.25	28.25%
<b>6143T · PAGE (TECH)</b>	4,739.49	3,249.95	3,382.56	3,232.54	14,604.54	47,616.00	-33,011.46	30.67%



# MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

## Profit & Loss Budget Overview

July through October 2015

	TOTAL							
	Jul 15	Aug 15	Sep 15	Oct 15	Jul - Oct 15	Budget	\$ Over Budget	% of Budget
<b>Total 6143 · PAGE SALARIES</b>	48,025.94	32,046.75	28,100.09	30,379.74	138,552.52	436,510.00	-297,957.48	31.74%
<b>6144 · CUSTODIAL</b>								
<b>6144G · CUSTODIAL</b>	25,030.79	17,424.51	16,856.65	17,241.70	76,553.65	241,959.00	-165,405.35	31.64%
<b>Total 6144 · CUSTODIAL</b>	25,030.79	17,424.51	16,856.65	17,241.70	76,553.65	241,959.00	-165,405.35	31.64%
<b>6145 · SECURITY</b>								
<b>6145G · SECURITY</b>	22,823.51	15,341.92	16,173.76	16,349.24	70,688.43	213,678.00	-142,989.57	33.08%
<b>Total 6145 · SECURITY</b>	22,823.51	15,341.92	16,173.76	16,349.24	70,688.43	213,678.00	-142,989.57	33.08%
<b>6146 · TECHNICIAN</b>								
<b>6146W · TECHNICAL (WIRES)</b>	21,020.39	13,779.01	14,030.79	14,081.26	62,911.45	190,389.00	-127,477.55	33.04%
<b>Total 6146 · TECHNICIAN</b>	21,020.39	13,779.01	14,030.79	14,081.26	62,911.45	190,389.00	-127,477.55	33.04%
<b>6147 · ADMINISTRATIVE</b>								
<b>Total 6147 · ADMINISTRATIVE</b>	37,344.56	20,043.48	20,043.48	20,043.48	97,475.00	266,565.00	-169,090.00	36.57%
<b>Total 6000 · SALARIES AND WAGES</b>	586,771.53	387,818.36	377,543.77	408,766.80	1,760,900.46	5,495,218.00	-3,734,317.54	32.04%
<b>6200 · EMPLOYEE BENEFITS</b>								
<b>9010 · RETIREMENT</b>	0.00	0.00	0.00	0.00	0.00	735,918.00	-735,918.00	0.0%
<b>9030 · SOCIAL SECURITY</b>	43,952.66	29,026.17	27,884.04	29,859.24	130,722.11	375,000.00	-244,277.89	34.86%
<b>9040 · WORKERS' COMPENSATION</b>	0.00	0.00	0.00	0.00	0.00	92,000.00	-92,000.00	0.0%
<b>9050 · UNEMPLOYMENT INSURANCE</b>	0.00	0.00	0.00	0.00	0.00	2,500.00	-2,500.00	0.0%
<b>9055 · DISABILITY INSURANCE</b>	3,527.20	1,819.31	1,751.02	1,790.94	8,888.47	21,500.00	-12,611.53	41.34%
<b>9060 · MEDICAL INSURANCE</b>	54,538.21	59,991.39	61,257.74	59,609.43	235,396.77	689,709.00	-454,312.23	34.13%
<b>9065 · MTA TRANSIT TAX</b>	1,953.47	1,290.05	1,254.27	1,359.63	5,857.42	18,684.00	-12,826.58	31.35%
<b>Total 6200 · EMPLOYEE BENEFITS</b>	103,971.54	92,126.92	92,147.07	92,619.24	380,864.77	1,935,311.00	-1,554,446.23	19.68%

# MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

## Profit & Loss Budget Overview

July through October 2015

	TOTAL							
	Jul 15	Aug 15	Sep 15	Oct 15	Jul - Oct 15	Budget	\$ Over Budget	% of Budget
6410A · BOOKS (ADULT)	5,833.58	9,546.20	11,995.30	24,509.19	51,884.27	184,000.00	-132,115.73	28.2%
6410C · BOOKS (C&P)	4,977.77	5,524.21	3,991.69	4,428.96	18,922.63	119,500.00	-100,577.37	15.84%
6410L · BOOKS (LIT)	0.00	117.83	0.00	0.00	117.83	1,500.00	-1,382.17	7.86%
6410N · BOOKS (TEEN)	566.34	1,051.79	862.83	351.00	2,831.96	27,000.00	-24,168.04	10.49%
6410T · BOOKS (TECH)	0.00	0.00	0.00	0.00	0.00	900.00	-900.00	0.0%
6411A · MICRO/REF CD (ADULT)	0.00	0.00	7,242.79	1,500.00	8,742.79	46,000.00	-37,257.21	19.01%
6411C · MICRO/REF CD (C&P)	0.00	0.00	5,432.00	750.00	6,182.00	18,250.00	-12,068.00	33.87%
6411N · MICRO/REF CD (TEEN)	0.00	0.00	5,400.00	750.00	6,150.00	22,000.00	-15,850.00	27.96%
6412A · RECORDINGS (ADULT)	1,516.03	2,035.07	4,093.51	2,416.59	10,061.20	47,200.00	-37,138.80	21.32%
6412C · RECORDINGS (C&P)	190.58	412.31	469.84	370.03	1,442.76	10,000.00	-8,557.24	14.43%
6412N · RECORDINGS (TEEN)	176.15	565.21	770.13	277.40	1,788.89	10,000.00	-8,211.11	17.89%
6413A · PERIODICALS (ADULT)	0.00	46.47	64.00	834.54	945.01	33,000.00	-32,054.99	2.86%
6413C · PERIODICALS (C&P)	0.00	19.99	0.00	0.00	19.99	6,325.00	-6,305.01	0.32%
6413D · PERIODICALS (ADM)	0.00	0.00	0.00	0.00	0.00	1,000.00	-1,000.00	0.0%
6413G · PERIODICALS (GEN)	0.00	0.00	0.00	0.00	0.00	1,200.00	-1,200.00	0.0%
6413N · PERIODICALS (TEEN)	0.00	0.00	59.90	0.00	59.90	2,590.00	-2,530.10	2.31%
6413T · PERIODICALS (TECH)	0.00	0.00	0.00	0.00	0.00	250.00	-250.00	0.0%
6413W · PERIODICALS (WIRES)	0.00	0.00	0.00	0.00	0.00	150.00	-150.00	0.0%
6417A · VIDEOS (ADULT)	5,475.80	5,899.62	8,654.97	8,543.21	28,573.60	135,000.00	-106,426.40	21.17%
6417C · VIDEOS (C&P)	1,831.25	1,005.74	1,028.13	1,634.49	5,499.61	53,000.00	-47,500.39	10.38%
6417L · VIDEOS (LIT)	16.49	0.00	0.00	0.00	16.49	200.00	-183.51	8.25%
6417N · VIDEOS (TEEN)	97.70	276.80	0.00	752.05	1,126.55	6,000.00	-4,873.45	18.78%
6419G · SOFTWARE (GEN)	10,080.00	0.00	0.00	0.00	10,080.00	1,200.00	8,880.00	840.0%
6419N · SOFTWARE (TEEN)	0.00	0.00	0.00	0.00	0.00	1,500.00	-1,500.00	0.0%
6419T · SOFTWARE (TECH)	0.00	0.00	0.00	0.00	0.00	3,000.00	-3,000.00	0.0%
6419W · SOFTWARE (WIRES)	0.00	0.00	0.00	0.00	0.00	16,000.00	-16,000.00	0.0%
6428D · MISCELLANEOUS	2,212.19	3,580.55	285.82	3,843.89	9,922.45	2,500.00	7,422.45	396.9%

# MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

## Profit & Loss Budget Overview

July through October 2015

	TOTAL							
	Jul 15	Aug 15	Sep 15	Oct 15	Jul - Oct 15	Budget	\$ Over Budget	% of Budget
6429C · REALIA (C&P)	451.99	0.00	0.00	323.14	775.13	4,500.00	-3,724.87	17.23%
6430G · OFFICE AND LIBRARY SUPPLIES	1,361.87	4,540.56	6,283.38	5,944.83	18,130.64	95,000.00	-76,869.36	19.09%
6431D · TELECOMMUNICATIONS	3,442.31	3,736.56	3,448.16	3,846.87	14,473.90	50,000.00	-35,526.10	28.95%
6432G · CARTAGE	250.38	250.38	250.38	250.38	1,001.52	3,000.00	-1,998.48	33.38%
6433G · POSTAGE	5,997.72	3,913.91	5,379.42	4,268.94	19,559.99	51,000.00	-31,440.01	38.35%
6434A · PRINTING (ADULT)	-198.00	0.00	192.75	-77.60	-82.85	4,275.00	-4,357.85	-1.94%
6434C · PRINTING (C&P)	0.00	565.00	0.00	0.00	565.00	7,000.00	-6,435.00	8.07%
6434G · PRINTING (GEN)	0.00	14,696.00	808.84	13,795.47	29,300.31	100,000.00	-70,699.69	29.3%
6434L · PRINTING (LIT)	0.00	0.00	0.00	0.00	0.00	500.00	-500.00	0.0%
6434N · PRINTING (TEEN)	0.00	0.00	515.00	0.00	515.00	6,000.00	-5,485.00	8.58%
6434R · PRINTING (CIRC)	0.00	0.00	2,453.64	0.00	2,453.64	6,500.00	-4,046.36	37.75%
6434S · PRINTING (COMM SRV)	0.00	0.00	45.46	0.00	45.46	5,000.00	-4,954.54	0.91%
6435A · CED, CONF & TRAVEL (ADULT)	1,219.77	82.73	352.37	21.05	1,675.92	4,000.00	-2,324.08	41.9%
6435C · CED, CONF & TRAVEL (C&P)	202.01	156.67	396.23	176.18	931.09	5,250.00	-4,318.91	17.74%
6435D · CED, CONF & TRAVEL (ADM)	2,980.14	2,378.28	310.00	1,961.86	7,630.28	7,500.00	130.28	101.74%
6435G · CED, CONF & TRAVEL (GEN)	0.00	0.00	0.00	0.00	0.00	3,000.00	-3,000.00	0.0%
6435L · CED, CONF & TRAVEL (LIT)	0.00	0.00	364.00	0.00	364.00	7,000.00	-6,636.00	5.2%
6435N · CED, CONF & TRAVEL (TEEN)	1,211.36	155.00	141.52	449.20	1,957.08	6,000.00	-4,042.92	32.62%
6435R · CED, CONF & TRAVEL (CIRC)	85.00	120.84	349.39	0.00	555.23	3,000.00	-2,444.77	18.51%
6435S · CED, CONF & TRAV (COMM SRV)	145.00	0.00	0.00	0.00	145.00	3,000.00	-2,855.00	4.83%
6435T · CED, CONF & TRAVEL (TECH)	0.00	0.00	0.00	0.00	0.00	2,950.00	-2,950.00	0.0%
6435W · CED, CONF & TRAVEL (WIRES)	0.00	0.00	0.00	0.00	0.00	4,000.00	-4,000.00	0.0%
6436 · CONTRACTS	0.00	0.00	0.00	0.00	0.00	98,000.00	-98,000.00	0.0%
6437A · PROGRAMS (ADULT)	2,006.50	4,965.80	4,202.53	2,598.96	13,773.79	66,000.00	-52,226.21	20.87%
6437C · PROGRAMS (C&P)	6,462.92	12,388.49	4,691.73	3,922.72	27,465.86	75,000.00	-47,534.14	36.62%
6437D · PROGRAMS (DIGITAL)	0.00	0.00	0.00	205.53	205.53	7,500.00	-7,294.47	2.74%
6437L · PROGRAMS (LIT)	1,712.25	5,451.52	1,734.47	8,512.15	17,410.39	75,000.00	-57,589.61	23.21%
6437N · PROGRAMS (TEEN)	2,660.88	10,093.55	5,059.91	2,320.27	20,134.61	60,000.00	-39,865.39	33.56%

# MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

## Profit & Loss Budget Overview

July through October 2015

	TOTAL							
	Jul 15	Aug 15	Sep 15	Oct 15	Jul - Oct 15	Budget	\$ Over Budget	% of Budget
<b>6437P · PROFESSIONAL FEES</b>								
643760 · PLANTINGS	150.00	150.00	150.00	150.00	600.00	1,800.00	-1,200.00	33.33%
643765 · PROMOTION AND PUBLICITY	738.06	3,695.00	4,882.34	3,291.03	12,606.43	30,000.00	-17,393.57	42.02%
643770 · CONTINGENCY	0.00	0.00	0.00	0.00	0.00	2,500.00	-2,500.00	0.0%
6437P01 · ACCOUNTANT/AUDITOR	0.00	0.00	0.00	0.00	0.00	19,500.00	-19,500.00	0.0%
6437P02 · AUDITOR	500.00	0.00	1,000.00	0.00	1,500.00	6,000.00	-4,500.00	25.0%
6437P10 · ELECTION	0.00	0.00	0.00	0.00	0.00	5,000.00	-5,000.00	0.0%
6437P11 · FSA ADMINISTRATION	136.00	136.00	136.00	136.00	544.00	1,600.00	-1,056.00	34.0%
6437P12 · PAYROLL SERVICES	1,446.06	2,061.81	1,383.17	1,403.77	6,294.81	22,000.00	-15,705.19	28.61%
6437P13 · ARMORED CAR SERVICE	160.58	0.00	319.36	158.78	638.72	2,000.00	-1,361.28	31.94%
6437P15 · DOCUMENT MANAGEMENT/DESTRUCTION	215.20	0.00	0.00	152.24	367.44			
6437P16 · STAFF BACKGROUND SCREEN	0.00	117.95	235.90	235.90	589.75	5,500.00	-4,910.25	10.72%
6437P17 · TRANSLATION SERVICES	0.00	0.00	0.00	0.00	0.00	500.00	-500.00	0.0%
6437P4 · ATTORNEY	0.00	8,666.66	1,416.66	1,416.66	11,499.98	31,000.00	-19,500.02	37.1%
6437P5 · BACKFLOW INSPECTION	0.00	0.00	0.00	0.00	0.00	150.00	-150.00	0.0%
6437P6 · BOARD SECRETARY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
6437P7 · COLLECTION AGENCY	161.10	116.35	98.45	187.95	563.85	2,500.00	-1,936.15	22.55%
6437P8 · DENITE SYSTEMS ANALYSIS	0.00	330.00	0.00	0.00	330.00	450.00	-120.00	73.33%
6437P9 · EAP	0.00	7,470.00	0.00	0.00	7,470.00	7,500.00	-30.00	99.6%
<b>Total 6437P · PROFESSIONAL FEES</b>	<b>3,507.00</b>	<b>22,743.77</b>	<b>9,621.88</b>	<b>7,132.33</b>	<b>43,004.98</b>	<b>138,000.00</b>	<b>-94,995.02</b>	<b>31.16%</b>
<b>6438 · DUES</b>	<b>0.00</b>	<b>0.00</b>	<b>1,140.00</b>	<b>250.00</b>	<b>1,390.00</b>	<b>5,000.00</b>	<b>-3,610.00</b>	<b>27.8%</b>
6439A · EQUIPMENT R & M (ADULT)	0.00	0.00	0.00	0.00	0.00	3,500.00	-3,500.00	0.0%
6439C · EQUIPMENT R & M (C&P)	0.00	0.00	0.00	0.00	0.00	2,000.00	-2,000.00	0.0%
6439G · EQUIPMENT R & M (GEN)	2,126.99	9,601.75	3,699.86	2,145.20	17,573.80	35,000.00	-17,426.20	50.21%
6439N · EQUIPMENT R & M (TEEN)	8.30	8.30	8.30	8.30	33.20	200.00	-166.80	16.6%
6439R · EQUIPMENT R & M (CIRC)	0.00	11,367.25	119.49	0.00	11,486.74	55,000.00	-43,513.26	20.89%
6439T · EQUIPMENT R & M (TECH)	0.00	0.00	0.00	0.00	0.00	500.00	-500.00	0.0%

# MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

## Profit & Loss Budget Overview

July through October 2015

	TOTAL							
	Jul 15	Aug 15	Sep 15	Oct 15	Jul - Oct 15	Budget	\$ Over Budget	% of Budget
6439W · EQUIPMENT R & M (WIRES)	378.81	378.81	378.81	0.00	1,136.43	26,000.00	-24,863.57	4.37%
6450E · ELECTRICITY	14,191.12	15,162.66	14,762.79	13,246.63	57,363.20	150,000.00	-92,636.80	38.24%
6450F · FUEL/GAS	468.10	286.97	293.08	448.68	1,496.83	20,000.00	-18,503.17	7.48%
6450W · WATER	0.00	382.17	0.00	0.00	382.17	1,600.00	-1,217.83	23.89%
6451G · CUSTODIAL SUPPLIES	1,047.59	1,077.28	2,187.75	1,605.36	5,917.98	20,000.00	-14,082.02	29.59%
6452G · BLDG ALTERATION AND MAINT	1,897.20	3,416.96	4,735.22	9,794.43	19,843.81	50,931.00	-31,087.19	38.96%
6454 · INSURANCE	65,133.32	-6,684.60	0.00	25.00	58,473.72	60,000.00	-1,526.28	97.46%
6485G · Bank Fees	153.56	154.87	155.66	181.11	645.20			
6700 · TAN INTEREST	0.00	0.00	0.00	0.00	0.00	30,000.00	-30,000.00	0.0%
7203 · EQUIPMENT - Capital Purchases								
7203A · EQUIPMENT ADULT	199.88	0.00	0.00	0.00	199.88	3,500.00	-3,300.12	5.71%
7203C · EQUIPMENT C & P	0.00	269.99	0.00	1,142.41	1,412.40	5,000.00	-3,587.60	28.25%
7203D · EQUIPMENT ADMIN	19,632.17	0.00	0.00	7,833.84	27,466.01	2,500.00	24,966.01	1,098.64%
7203G · EQUIPMENT BUS OFF	0.00	0.00	0.00	0.00	0.00	4,500.00	-4,500.00	0.0%
7203N · EQUIPMENT TEEN	26.95	258.31	0.00	0.00	285.26	3,000.00	-2,714.74	9.51%
7203R · EQUIPMENT CIRC	0.00	0.00	0.00	0.00	0.00	1,000.00	-1,000.00	0.0%
7203T · EQUIPMENT TECH	0.00	79.99	376.00	0.00	455.99	2,000.00	-1,544.01	22.8%
7203W · EQUIPMENT WIRE	0.00	0.00	721.23	0.00	721.23	140,000.00	-139,278.77	0.52%
Total 7203 · EQUIPMENT - Capital Purchases	19,859.00	608.29	1,097.23	8,976.25	30,540.77	161,500.00	-130,959.23	18.91%
<b>Total Expense</b>	<b>862,480.04</b>	<b>632,026.84</b>	<b>595,221.00</b>	<b>644,680.63</b>	<b>2,734,408.51</b>	<b>9,699,000.00</b>	<b>-6,964,591.49</b>	<b>28.19%</b>
<b>Net Ordinary Income</b>	<b>-362,285.93</b>	<b>-620,508.04</b>	<b>-584,956.84</b>	<b>-616,648.87</b>	<b>-2,184,399.68</b>	<b>0.00</b>	<b>-2,184,399.68</b>	<b>100.0%</b>
<b>Other Income/Expense</b>								
<b>Other Expense</b>								
7500 · BUILDING IMPROVEMENTS	0.00	0.00	247,518.19	200,235.51	447,753.70			
<b>Total Other Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>247,518.19</b>	<b>200,235.51</b>	<b>447,753.70</b>			

# MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

## Profit & Loss Budget Overview

July through October 2015

	TOTAL							
	Jul 15	Aug 15	Sep 15	Oct 15	Jul - Oct 15	Budget	\$ Over Budget	% of Budget
Net Other Income	0.00	0.00	-247,518.19	-200,235.51	-447,753.70	0.00	-447,753.70	100.0%
Net Income	-362,285.93	-620,508.04	-832,475.03	-816,884.38	-2,632,153.38	0.00	-2,632,153.38	100.0%

**MASTICS-MORICHES-SHIRLEY COMMUNITY  
LIBRARY**

***CAPITAL FUND FINANCIAL REPORT***

**OCTOBER 2015**

**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-15		\$ 4,549,079.36	\$ 1,931.80	\$ -	\$ 4,551,011.16
August-15		\$ 4,551,011.16	\$ 1,932.62	\$ -	\$ 4,552,943.78
September-15		\$ 4,552,943.78	\$ 1,871.07	\$ -	\$ 4,554,814.85
October-15		\$ 4,554,814.85	\$ 1,934.24	\$ -	\$ 4,556,749.09
Grand Total :					\$ 4,556,749.09



	July	August	September	October	November	December	January	February	March	April	May	June	YTD Total	Last YTD Total
Patron Visits (new counter as of 8-15)	24,376	33,441	35,069	35,772									128,658	100,878
Website Visits	48,908	41,531	39,727	40,897									171,063	208,063
Adult	3,511	3,721	3,841	4,119									15,192	19,975
Children's	1,868	1,359	955	1,283									5,465	7,104
Teen	945	750	663	603									2,961	4,873
Program Calendar	6,137	4,141	3,825	5,161									19,264	19,109
Library Link	342	265	278	252									1,137	1,332
CommunityLibrary.org	22,743	20,438	18,887	19,294									81,362	96,838
Facebook													-	66,191
Circulation	59,494	55,266	52,539	54,423	-	-	-	-	-	-	-	-	221,722	232,781
Staff assisted checkouts & renewals	29,611	26,793	26,757	28,087									111,248	113,514
Express Lane Checkouts & renewals	18,817	17,641	15,777	15,879									68,114	81,846
Renewals by patrons (web)	7,993	7,615	6,764	7,384									29,756	25,917
Overdrive Digital Checkouts	2,991	3,140	3,212	3,037									12,380	11,201
Museum Pass Checkouts	82	77	29	36									224	
Freegal Downloads													-	303
ILLs out	2,748	2,475	2,302	2,432									9,957	-
ILLs in	2,377	2,129	2,092	1,964									8,562	5,223
Holds	6,123	5,770	5,312	5,488									22,693	5,267
Filled Holds	4,898	4,456	4,229	4,386									17,969	24,534
New Library Cards	354	284	350	292									1,280	19,660
New/Renewed Contract Patrons	339	6	9	16									370	1,400
Computer Usage	5,235	5,456	5,416	5,544	-	-	-	-	-	-	-	-	21,651	23,030
Adult	3,472	3,811	4,080	4,179									15,542	16,046
Children's	1,028	961	690	739									3,418	3,460
Teen	735	684	646	626									2,691	3,524
Reference Questions	2,326	1,836	2,035	2,400	-	-	-	-	-	-	-	-	8,597	9,100
Adult	1,044	996	1,227	1,391									4,658	4,284
Children's	1,201	752	656	920									3,529	4,081
Teen	81	88	152	89									410	735
Chat Reference													-	-
Other Questions	4,658	4,388	4,027	5,900	-	-	-	-	-	-	-	-	18,973	20,236
Adult	1,744	2,187	2,218	2,463									8,612	10,906
Children's	2,301	1,770	1,209	2,919									8,199	7,972
Teen	613	431	600	518									2,162	1,358
Programs, In-House Attendance	6,570	4,619	2,344	3,558	-	-	-	-	-	-	-	-	17,091	24,355
Programs, In-House Sessions	354	311	176	223	-	-	-	-	-	-	-	-	1,064	1,159
Adult	1,043	1,060	699	733									3,535	4,242
Adult # of Sessions	76	64	73	65									278	265
Children's	3,604	1,396	280	1,352									6,632	11,495
Children's # of Sessions	96	66	28	74									264	217
Teen	856	604											1,460	2,175
Teen # of Sessions	89	67											156	262
Community Services													-	-
Community Services # of Sessions													-	-
Outside Organizations	1,067	1,559	1,365	1,473									5,464	6,443
Outside Organizations # of Sessions	93	114	75	84									366	415
Programs, Offsite Attendance	821	790	946	1,202	-	-	-	-	-	-	-	-	3,759	2,832
Programs, Offsite Sessions	42	32	19	20	-	-	-	-	-	-	-	-	113	121
Adult	94	101	80	202									477	432
Adult # of Sessions	3	4	3	9									19	18
Children's	370	458	866	1,000									2,694	2,176

Children's # of Sessions	10	11	16	11									48	64
Teen	357	231											588	224
Teen # of Sessions	29	17											46	39
Community Services													-	-
Community Services # of Sessions													-	-
Outside Organizations													-	-
Outside Organizations # of Sessions													-	-
<b>Programs, Literacy Attendance</b>	<b>1,342</b>	<b>826</b>	<b>1,177</b>	<b>2,172</b>	-	-	-	-	-	-	-	-	<b>5,517</b>	4,963
<b>Programs, Literacy Sessions</b>	<b>30</b>	<b>21</b>	<b>68</b>	<b>140</b>	-	-	-	-	-	-	-	-	<b>259</b>	275
In-house Attendance	634	390	277	717									2,018	1,687
In-house Children's Attendance	708	436	98	112									1,354	927
In-house # of Sessions	30	21	28	60									139	137
Offsite attendance			610	1,022									1,632	1,864
Offsite Child Attendance			192	321									513	485
Offsite # of sessions			40	80									120	138
<b>eBook Checkouts</b>	2,391	2,480										-	4,871	9,402
<b>Movie Streams/Downloads</b>	130	205										-	335	1,363
<b>Music Streams/Downloads</b>	599	2,199										-	2,798	10,984
<b>eAudiobook Checkouts</b>	639	718										-	1,357	1,928
<b>eMagazine Checkouts</b>	316	259										-	575	958



# Children & Parents

Rachel Wyneken  
Department Head

November 2015 Board Report

## Project Outcome

In my September report, I told you about PLA's Project Outcome, which is dedicated to helping public libraries understand and share the true impact of essential library services and programs with simple survey instruments and an easy-to-use process for measuring and analyzing outcomes. I shared the results of our initial survey using this tool, which was given to summer reading club participants. In October, we surveyed those who attended *1-2-3 Play with Me* to measure early literacy outcomes and *3D Print Something Spooky* to measure digital inclusion outcomes. Attached are the summary of the results from these two surveys. We are definitely in the early learning stages of offering these surveys. For example, after using the tool with school-age children, it was obvious from the confused responses that the wording of the questions was not child-friendly. In future surveys of this audience, we will amend the format appropriately. In addition, Eileen Curtin, Barbara McLeod and I took part in a 1-hour conference call with the other 15 libraries in the country who used the summer reading club assessment tool. This call was mediated by PLA Project Outcome staff. It was a great networking opportunity with libraries of all sizes, discussing the tool and various ways of running summer reading clubs around the country.

## Working with the WFSD

I have attended at least one PTO meeting at all the elementary schools thus far in the school year, as well as the first district-wide PTO meeting. As a result, the department has been involved in Tangier's Smith evening Harvest Fest for families (including displaying winners of the pumpkin decorating contest in the community library), served as judge at a pumpkin decorating contest at Woodhull, promoted local school's individual character education programs in the department, and have plans for future cooperation. At the William Floyd Elementary PTO meeting, I offered the PTO the opportunity to adopt a Little Free Library, provided by the Community Library, to be cared for and administered by the PTO (with MMSCL assistance). They were excited about the proposition, and I intend to offer the same opportunity to the other elementary school PTOs.

We already have 21 class visits to the department scheduled for this year, and have completed 16 of them. The number of visits tends to slow down as the weather gets colder, but I'm confident they will pick up again.

## Kiwanis/Key Club

Our first program in cooperation with the Kiwanis and Key clubs of Mastic was well attended and had a wonderful outcome: nearly 2,000 bags of Magic Reindeer Food prepared that will be distributed by the clubs when they march in the annual Chamber of Commerce Christmas Parade. This program is a fine example of what community groups can do when working together: families and children enjoyed a holiday program with books, music, activity and a visit from Santa, teenagers received volunteer credit while having fun and thousands of reindeer will benefit from being fed on Christmas Eve.

## Programs

The department offered a number of *On the Road* programs in October, including pumpkin picking, a showing of *Goosebumps* (the movie) at Island Cinemas, and a family Halloween musical at Patchogue Theatre. These family events seem to be a real hit with our patrons and fit perfectly with our goal of *providing opportunities for adults to talk, read, sing, play and write with children from birth on, and by promoting and supporting parents in their role as their children's first teacher*. The Halloween Party at the library was also a huge success, serving more than 200 and giving library staff a chance to work together and have a lot of fun. Thanks to the staff from all departments who helped.

## Staff Changes

We are in the process of interviewing for a part-time clerk and part-time librarians. We have lost a number of staff members in the past few months, and yet each of them has written resignation letters that thank us for the positive difference we made in their career development. These losses are bittersweet.

## Jeanne Blevins

By far the most significant event in all our lives was the death of our longtime friend and coworker Jeanne Blevins. She was our "Glitter Queen," and a model of humanity at its finest. We miss her in ways that no words could express. Thank you, Jeanne, for everything you were, are and will continue to be to us.



## Measuring Mastics-Moriches-Shirley Community Lib's Early Childhood Literacy Services and Programs

*Overview of Survey Results and Community Implications [as of November 02, 2015]*

### Overview

The public library is a fun, creative, safe space where parents and caregivers can bring their children to learn and interact with one another and in groups. Early childhood literacy services and programs range across a variety of activities, from reading to singing to playing. With parents and caregivers leading such busy lives, public libraries provide an opportunity for scheduled and structured one-on-one time with children, providing programs such as Storytime and Read, Play, Grow. Engaging in early childhood literacy activities puts children ages 0-5 on a strong path to developing the critical thinking, vocabulary and language, problem solving, social, physical, and creative skills necessary to succeed later in life.

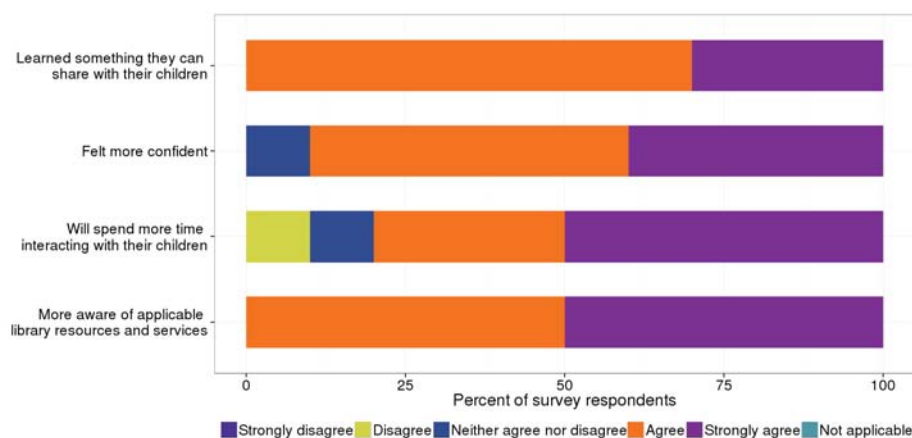
### Mastics-Moriches-Shirley Community Lib Survey Work

Mastics-Moriches-Shirley Community Lib staff distributed surveys to program participants to collect data and insights about how their early childhood literacy services and programs are supporting community needs. Mastics-Moriches-Shirley Community Lib surveyed patrons using the Project Outcome Early Childhood Literacy Services and Programs Survey, which measures services designed to improve early literacy and learning skills, preparing children ages 0-5 for school. A total of 10 survey responses were collected.

### Results

The results of the Early Childhood Literacy surveys are shown in the chart below.

Outcomes from the Early Childhood Literacy Program



The percentage of parents or caregivers surveyed who agreed or strongly agreed that they or their children benefited from the service or program includes:

- Learned something that they can share with their children: 100%
- Felt more confident helping their children learn: 90%
- Will spend more time interacting with their children: 80%
- Were more aware of applicable resources and services provided by the library: 100%

## Implications for Community Impact

Every Child Ready to Read (ALSC/PLA, 2011, 2nd ed.) defines the five key early literacy practices parents or caregivers should engage in with their children to promote reading readiness as talking, singing, reading, writing, and playing. Early childhood literacy services and programs include content-rich curriculums in which children have opportunities for continual and in-depth learning and are developed to align with target stages of childhood development.<sup>1</sup>

- Public libraries promote parent and caregiver reading to children, which many studies point to as a key influence on early childhood development. Reading stories to children on a regular basis is regarded as one of the most important supports for literacy learning. A parent or caregiver's style or approach to reading storybooks to children has both short-term and long-term effects on language and literacy development. Shared book reading activities, such as reading aloud and repeated readings, have been widely studied and identified as an important source of knowledge about vocabulary, about letters, and about the characteristics of written language.<sup>2</sup>
- Playtime is essential to early childhood development and literacy. A University of Iowa study reports that 18-month olds who play with diversely shaped objects learn new words twice as fast as those who play with more similarly shaped objects.<sup>3</sup> In a 2007 study conducted by Seattle Children's Hospital, children 1- to 2-years old who played with blocks with a parent or caregiver scored 15% higher on their language assessment than those who did not.<sup>4</sup> The results suggest that playing with blocks may be effective in promoting language development.
- Public libraries provide a free, safe space for community members to bring their children. Access and a safe environment are major contributors to a child's early literacy success. The organization, structure, and complexity of the early childhood setting influence patterns of activity and engagement. For example, a number of studies indicate that in settings carefully constructed to include a wide access of literacy tools, books, and play materials, children read more, and engage more in literacy-related play themes, with resulting effects on literacy improvement.<sup>5</sup>

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## Mastics-Moriches-Shirley Community Lib Profile

Population of Legal Service Area: 49,854  
Annual Operating Expenditures: 8,744,979  
Number of Libraries: 1  
FTE Staff: 105  
Visits per Capita: 6.399  
Annual Hours Open: 3,528



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<sup>1</sup>Sue McCleaf Nespeca, "The Importance of Play, Particularly Constructive Play, in Public Libraries," *Association for Library Service to Children* (2012). Accessed July 29, 2015. [http://www.ala.org/alsc/sites/ala.org/alsc/files/content/Play\\_formatted.pdf](http://www.ala.org/alsc/sites/ala.org/alsc/files/content/Play_formatted.pdf)

<sup>2</sup>Every Child Ready to Read. "Literature Review (2010)," Accessed July 29, 2015. <http://www.everychildreadytoread.org/project-history%09/literature-review2010>

<sup>3</sup>"Exposure to More Diverse Objects Speeds Word Learning in Tots," (Iowa: *University of Iowa News*, 2010). Accessed July 29, 2015. <http://news-releases.uiowa.edu/2010/december/120610word-learning.html>

<sup>4</sup>"Playing with Blocks May Improve Language Development in Toddlers, New Study Finds," (Seattle: *Seattle Children's Hospital*, 2007). Accessed July 29, 2015. <http://www.seattlechildrens.org/media/press-release/2007/10/002832/>

<sup>5</sup>Every Child Ready to Read. "Literature Review (2010)," Accessed July 29, 2015. <http://www.everychildreadytoread.org/project-history%09/literature-review2010>

### Program Information

Program Name	Attendance	Response Rate	Session Date
1-2-3 Play with Me	20	50%	October 27, 2015



## Measuring Mastics-Moriches-Shirley Community Lib's Digital Inclusion Services & Programs

*Overview of Survey Results and Community Implications [as of October 30, 2015]*

### Overview

In our increasingly digital society, public libraries are more important than ever for connecting patrons with the information they need. Libraries are often the only place in the community where individuals or groups can access the Internet for free, learn to navigate the Web, and develop other computer skills and experience with the help of supportive staff. Public libraries provide access and support for all types of digital needs, whether patrons are learning to use a computer for the first time or building a website for their business. As digital skills become increasingly necessary, demand continues to grow for public library services that connect all community members to computers and the Internet.

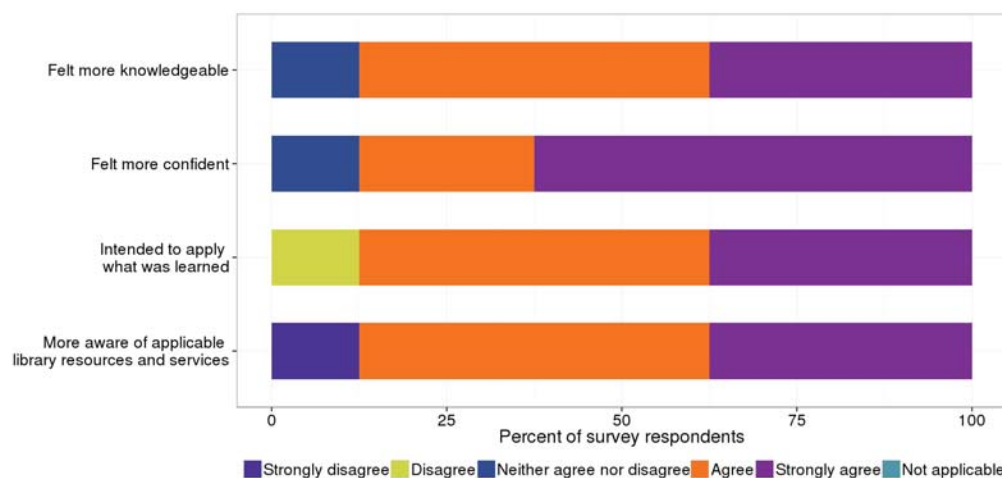
### Mastics-Moriches-Shirley Community Lib Survey Work

Mastics-Moriches-Shirley Community Lib staff distributed surveys to program participants to collect data and insights about how their digital inclusion services and programs are supporting community needs. Mastics-Moriches-Shirley Community Lib surveyed patrons using the Project Outcome Digital Inclusion Survey, which measures the impact of services designed to access technology, build technology-related skills and confidence, and make beneficial use of digital content and services that meet community needs. A total of 8 survey responses were collected.

### Results

The results of the Digital Inclusion surveys are shown in the chart below.

#### Outcomes from the Digital Inclusion Program



The percentage of patrons surveyed who agreed or strongly agreed that they benefited from the service or program includes:

- Felt more knowledgeable about using digital resources: 88%
- Felt more confident when using digital resources: 88%
- Intended to apply what they just learned: 88%
- Were more aware of applicable resources and services provided by the library: 88%



## Implications for Community Impact

The Internet has transformed the way people find information and connect with the world around them. As more and more essential public resources - like news, job listings, homework help, and health information - become available online, the ability to benefit from those resources increasingly requires access to computers and the Internet, and the skills to use them. Today, virtually all public libraries in the United States provide public access to computers and the Internet, and more than 87% offer formal or informal technology training.<sup>1</sup>

- More than 60 million Americans lack the basic digital skills needed to use a computer and the Internet.<sup>2</sup> While nearly all households with incomes over \$150,000 have broadband Internet service, less than half of those making less than \$25,000 have service at home.<sup>3</sup> Internet access and skills are especially important for people's job prospects - today more than 80% of Fortune 500 companies require online job applications, and in the next decade nearly 80% of jobs in the United States will require digital skills.<sup>4</sup>
- Internet access is one of the most sought-after public library services. Nearly half (45%) of public library patrons used a library computer or wireless network - including people across a range of ages, incomes, and levels of experience with computers.<sup>5</sup> In a 2013 national survey, 77% of Americans said free access to computers and the Internet is a very important service for public libraries to provide - whether they use it themselves or not.<sup>6</sup>
- Library computer access is especially important for individuals and families living in poverty or with special needs. For instance, 61% of young adults (ages 14-24) living below the federal poverty line use library computers and Internet for education reasons like doing homework or applying for financial aid online, and more than half (54%) of seniors living in poverty use public library computers for health or wellness needs.<sup>7</sup>

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## Mastics-Moriches-Shirley Community Lib Profile

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FTE Staff: 105  
Visits per Capita: 6.399  
Annual Hours Open: 3,528  
Number of Public Access Terminals: 134  
Number of WiFi Hotspots: 7



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<sup>1</sup>Information Policy and Access Center at the University of Maryland, "Digital Inclusion Survey," Accessed July 29, 2015. <http://digitalinclusion.umd.edu/>

<sup>2</sup>Jordan Usdan and Kevin Almasy, "FCC Chairman Announces Jobs-Focused Digital Literacy Partnership Between Connect2Compete and the 2,800 American Job Centers," The Federal Communications Commission (Blog), July 23, 2012 (5:53 p.m.), <https://www.fcc.gov/blog/fcc-chairman-announces-jobs-focused-digital-literacy-partnership-between-connect2compete-and-2800-american-job-centers>

<sup>3</sup>Tome Wheeler, "A Lifeline for Low-Income Americans," The Federal Communications Commission (Blog), May 28, 2015 (1:25 p.m.)

<https://www.fcc.gov/blog/lifeline-low-income-americans>

<sup>4</sup>Jordan Usdan and Kevin Almasy, "FCC Chairman Announces Jobs-Focused Digital Literacy Partnership Between Connect2Compete and the 2,800 American Job Centers," The Federal Communications Commission (Blog), July 23, 2012 (5:53 p.m.), <https://www.fcc.gov/blog/fcc-chairman-announces-jobs-focused-digital-literacy-partnership-between-connect2compete-and-2800-american-job-centers>

<sup>5</sup>Samantha Becker, Michael D. Crandall et al. "The U.S. IMPACT Study: Opportunity for All: How the American Public Benefits from Internet Access at U.S. Libraries," (Washington, D.C.: Institute of Museum and Library Services, 2010). Accessed July 29, 2015.

<http://www.ims.gov/assets/1/assetmanager/opportunityforall.pdf>

<sup>6</sup>Kathryn Zickuhr, Lee Rainie and Kristen Purcell. "Library services in the digital age," *Pew Research Center* (2013). Accessed July 29, 2015.

<http://libraries.pewinternet.org/2013/01/22/library-services/>

<sup>7</sup>Samantha Becker, Michael D. Crandall et al. "The U.S. IMPACT Study: Opportunity for All: How the American Public Benefits from Internet Access at U.S. Libraries," (Washington, D.C.: Institute of Museum and Library Services, 2010). Accessed July 29, 2015.

<http://www.ims.gov/assets/1/assetmanager/opportunityforall.pdf>

### Program Information

Program Name	Attendance	Response Rate	Session Date
1-2-3 Play With Me	Not recorded	Not recorded	October 27, 2015
3D Print Something Spooky	10	Not recorded	October 28, 2015



# Adults

November 2015

Josephine Wuthenow  
Department Head

## OUR STAFF

Dear Ms Wuthenow,

Joe, your Computer clerk is one of a kind .  
He does amazing work. He is very professional and  
patient . I observed him multitask as he simultaneously  
assisted several patrons, including me, with computers.  
We were all very needy and he took it all in stride, never  
skipping a beat .

He truly is remarkable .

Thank You for Joe .

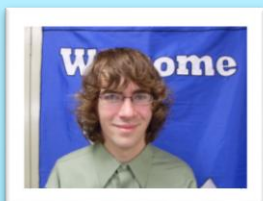
Sincerely  
Heoma

Dear Josephine,  
I am writing a few lines  
to compliment one of your  
staff.

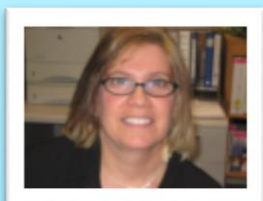
I have had several  
dealings with Louise Scala,  
she is one of the most  
helpful, no matter what I  
ask she is always eager  
and never sounds  
annoyed.

I feel she is an  
asset to the library.

Florence



Joseph McCarthy,  
Computer Clerk



Louise Scala,  
Floor Clerk

# DEPARTMENTAL SNAPSHOT

## OCTOBER

### **Program Attendance:**

- 733 patrons attended in-house programs
- 202 patrons attended off-site programs

### **COPIES, FAXES and Scanning/EMAIL:**

- We helped patrons 2,021 times with copies, faxes, and scanning

### **COMPUTER Usage:**

- Patrons used our computers 4,179 times

### **Reference & Information Questions:**

- We answered 3,854 patron questions

## *Book Sale for Literacy*

Patrons truly look forward to and appreciate our annual book sale for literacy. This year's total earnings were \$1,665.00. Over a two day period we greeted patrons and sold hundreds of items that were weeded from collections all throughout the library. A special thank you to the adult and children's department pages as they worked for months preparing for our event. They make it look so easy but its clear many hours of labor go into the finished product.



## *USCIS*

Our annual immigration meeting sponsored by The Department of Homeland Security was held on October 20, at the library. Community members and literacy students gathered to receive the latest information on immigration laws and policies. Representatives from United States Citizenship and Immigration Services (USCIS), Holtsville, also presented a mock citizenship interview to help alleviate the anxiety and stress associated with naturalization. This free service is a wonderful resource for patrons.



## *NYLA*



Carmen Navarro-Gao and Beth Donovan attended the New York Library Association Conference in Lake Placid. The long, but colorful drive upstate New York resulted in some new ideas to incorporate into literacy office programming.

One thing to keep an eye on is the new public relations campaign being rolled out by the American Library Association. Check out [librariestransform.org](http://librariestransform.org)

***“Because transformation is essential to the communities we serve.”***





### ***English as a New Language***

The William Floyd School District now refers to their ESL or ELL program as an ENL program. ENL means English as a New Language. On October 27, bilingual literacy staff were at the high school to help translate vital information to Spanish speaking families. The parental portal demonstration, found on the WFSD website, was the highlight of the evening. Library staff are bringing this valuable information to families in our English classes.

### ***National Family Literacy Day, November 1, 2015***

In celebration of National Family Literacy Day we brought in a local author. Joe Galizio wrote a book entitled "Don't Be Afraid". Joe's book tells children why they shouldn't be afraid of firefighters who may come into their homes in all their gear, looking like scary monsters. The book also explains what happens when EMTs come to help after an accident. Joe engaged the children by reading his book and letting them dress up in a fireman's suit and helmet. He also demonstrated what it's like to have a splint on your arm. Mr. Galizio's book is a wonderful way to educate children about fire safety. The Community Family Literacy Project, Inc. made sure all the children in the audience went home with a signed copy of Joe's book.

### ***Citizenship Scholarship Winners***



We're very happy to report that all four of this year's Community Family Literacy Project scholarship recipients are now United States Citizens. Four anonymous donations of \$680.00 each were donated to help students pay for the expensive process of becoming a U.S. Citizen. Erika Rojo, (Mexico) Maria Rojas, (Chile) Raul Divorato, (Argentina) and Tanzeela Zafar, (Pakistan) have all passed their naturalization interviews. Congratulations to all.



REPORT OF PERSONNEL CHANGES SUFFOLK COUNTY DEPARTMENT OF CIVIL SERVICE						DATE PREPARED: 11/16/15	
JURISDICTION: MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY							PAGE 1 OF 1
NATURE OF CHANGE	NAME AND ADDRESS POSITION CONTROL #	SOCIAL SECURITY NUMBER	TITLE	SALARY	IF PT, INCL # OF HRS/WK & PROJECTED ANNUAL SALARY	EFFECTIVE DATE	DUTIES STATEMENT # OR NAME OF PREVIOUS INCUMBENT
APT	Jackson, Jocelyn B.		Page	\$8.75/hr		10/26/15	
APT	Jackson, Donna M.		Page	\$8.75/hr		10/26/15	
APT	Kuil Jr., Charles		Page	\$8.75/hr		10/26/15	
APT	Morrison III, William F.		Page	\$8.75/hr		10/26/15	
RL	Dodd, Anthony J.		Page	\$8.93/hr		10/20/15	
APT	Dodd, Anthony J.		Library Clerk	\$13.13/hr	Under 17.5	10/21/15	
APT	Knel, Linda		Librarian I	\$30.41/hr	Under 17.5	11/04/15	
LA/EXT	Austin, Janet		Library Clerk	\$19.60/hr		04/13/16	10/13/15-04/13/16
DID YOU:					The above changes are hereby certified as being in accordance with Civil Service requirements.		
1. Submit a Duties Statement for all new positions or when refilling those for which DS is over five years old?							
2. Request and canvas an eligible list for all competitive positions?							
3. Submit Application for Employment (CS-205) on all provisional, temp & non-competitive appointments? Fill in jurisdiction and appointment date at bottom of application							
4. Submit a personnel change on the previous incumbent shown above?							
<input type="checkbox"/>	APPROVED		<input type="checkbox"/>	DISAPPROVED			
<input type="checkbox"/>	APPROVED AS NOTED		Signature of Appointing Authority				

Community Family Literacy Project, Inc.  
1st Quarter Report to Board of Trustees  
July 1, 2015 to September 30, 2015  
Submitted by Toni Witham on October 30, 2015

	Cash Receipts	Total Cash Receipts	Cash Disbursed	Total Cash Disbursed	GRAND TOTALS
<b>Beginning Balance - July 1, 2015</b>					<b>\$ 128,992.58</b>
<b>CASH RECEIPTS:</b>					
<b>2015 5K Run:</b>					
Registrations	\$ 6,215.00				
Sponsors	\$ 8,800.00				
Redeposit Cash Bank for Day of Race	\$ 200.00				
Miscellaneous (T-Shirt Sales)	\$ 5.00				
<b>Total 2015 5K Run Receipts</b>		<b>\$ 15,220.00</b>			
<b>Donations:</b>					
Card Donations	\$ 20.00				
Rotary Club of Shirley & the Mastics - miscellaneous donation	\$ 750.00				
<b>Total Donations</b>		<b>\$ 770.00</b>			
<b>Book \$</b>		<b>\$ 1,350.00</b>			
<b>Miscellaneous:</b>					
Needle Arts - knitting needles	\$ 50.00				
Deposit change returned from ck #1320	\$ 60.63				
<b>Total Miscellaneous</b>		<b>\$ 110.63</b>			
<b>Interest:</b>					
Interest from Checking A/C #0260	\$ 9.22				
Interest from MM A/C #0279	\$ 92.56				
Interest from MM A/C #4123	\$ 22.13				
<b>Total Interest</b>		<b>\$ 123.91</b>			
<b>TOTAL CASH RECEIPTS:</b>		<b>\$ 17,574.54</b>			
<b>CASH DISBURSEMENTS:</b>					
<b>Expenses:</b>					
Reach Out & Read			\$ 1,546.50		
LEFA Arts & Crafts & Toys/Games			\$ 300.00		
FLP Adult Books			\$ 2,734.63		
<b>Total Expenses</b>				<b>\$ 4,581.13</b>	
<b>2015 5K Run</b>					
East End Sign Design			\$ 375.00		
Sam's Club (coolers & waters)			\$ 778.77		
MWS Pro Beauty (safety pins)			\$ 34.88		
Uline (bags)			\$ 29.59		
Crown Trophy			\$ 224.08		
Freshy Fresh Bagels			\$ 135.00		
Carmen Navarro-Gao - reimbursement (bananas)			\$ 84.00		
East End Screen Printing (T-shirts)			\$ 2,000.00		
Mr. Party Pooper			\$ 400.00		
U-Haul Equipment (truck rental)			\$ 84.64		
Start to Finish Corp.			\$ 2,058.00		
Cash Bank for Day of Race			\$ 200.00		
<b>Total 2015 5K Run Expenses</b>				<b>\$ 6,403.96</b>	
<b>Miscellaneous:</b>					
Flowers by Floyd Harbor - for recognition luncheon			\$ 161.50		
Needle Arts: Joann Fabric & Craft Store			\$ 149.80		
Debbie Diamant - reimbursement: LEFA project			\$ 41.24		
New Readers Press - New For Your subscription			\$ 55.40		
SAFRAN Morpho Trust USA - fingerprinting services for Yudith Polanco			\$ 99.70		
Rotary Club of Shirley & the Mastics - pancake breakfast			\$ 50.00		
SAFRAN Morpho Trust USA - fingerprinting services (waiting for a credit - this was cancelled)			\$ 99.70		
Oriental Trading - Firefighter Hat Shaped Lollipops - for National Family Literacy Day			\$ 29.99		
<b>Total Miscellaneous Expenses</b>				<b>\$ 687.33</b>	
<b>TOTAL CASH DISBURSEMENTS:</b>				<b>\$ 11,672.42</b>	
<b>Profit/Loss for 1st Quarter ending September 30, 2015</b>					<b>\$ 5,902.12</b>
<b>ENDING CASH BALANCE AS OF September 30, 2015</b>					<b>\$ 134,894.70</b>



**Community Family Literacy Project, Inc.**  
1st Quarter Report to Board of Trustees  
July 1, 2015 to September 30, 2015  
Submitted by Toni Witham on October 30, 2015

<b>ASSETS:</b>	
Empire National: Checking A/C #0260	\$ 17,787.05
Empire National: MM A/C #0279	\$ 56,541.81
Capital One: CD #2713	\$ 25,433.92
Astoria Federal Savings: MM A/C #4123	\$ 35,131.92
<b>TOTAL ASSETS AS OF SEPTEMBER 30, 2015</b>	<b><u>\$ 134,894.70</u></b>