

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

September 26, 2016

6:00 PM

AGENDA

I. CALL TO ORDER

PLEDGE OF ALLEGIANCE

EXECUTIVE SESSION – 6:00PM

PERIOD OF PUBLIC EXPRESSION – 7:00PM

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. COMMUNITY EVENT
- F. CORRESPONDENCE
- G. DISPOSAL OF OBSOLETE / BROKEN EQUIPMENT

X. EXECUTIVE SESSION

XI. ADJOURNMENT

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

October 24, 2016 @ 7:00PM

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

MINUTES OF AUGUST 29, 2016 BOARD MEETING

Trustee Mazzarella called the meeting to order at 7:02pm.

Present were Trustees Mazzarella, Maiorana, Gross, Simmons, Vigliotta, Director Rosalia, Assistant Director D'Amato and Business Manager Nowak.

PRESENT

I want to thank you all again for your valuable input at the last meeting. It was most helpful to the board to receive the information and ideas in such an orderly and respectful manner.

**BOARD
UPDATE**

We are here to continue the iterative process of taking community concerns and ideas

In a way that fosters positive collaboration

So that at the end of the day we have a plan for our library that meets the needs of the community for decades to come.

Just a few updates since the last time we were together -

- Last week representatives from the library met with Councilman Panico, Holiday Corporation and residents of Colony Preserve. We discussed the various concerns of the current residents. The residents are requesting that the library consider relocating the proposed building to the eastern portion of the property.
- In an attempt to re-examine previously explored solutions we have contacted the owners of the property that is currently occupied by the Dollar Store to see if it is available for sale.
- There will be a public meeting in the fall to present the community with all of the facts pertaining to the options that could be considered in addressing the needs of the current library. We will update the expense figures involved with the various options so that we have current cost estimates. We additionally will review options that were considered by the Envision Committee.

We also have a couple of projects that are underway here that may be of interest to you. New carpeting is being installed throughout the library, while we continue to do wall repair and painting. This project work in public areas will be done after hours to eliminate disruption to library services.

DRAFT - UNAPPROVED

PERIOD OF PUBLIC EXPRESSION

Motion by Maiorana, second by Simmons to accept the minutes of the July 25, 2016 Organizational Meeting of the Board of Trustees. Carried 5-0.

MINUTES

Motion by Vigliotta, second by Maiorana to accept the minutes of the July 25, 2016 meeting of the Board of Trustees. Carried 5-0.

Motion by Gross, second by Simmons to approve the Operating Fund Schedule of Claims dated 08/29/16; Prepay Payables Warrant #1 \$38,167.12; Payables Warrant #2 \$192,825.28; Payroll Warrant W. E. 07/29/2016 \$178,142.28; Payroll Benefits Warrant \$18,029.12; Payroll Warrant W. E. 08/12/16 \$184,181.36; Payroll Benefits Warrant \$8,653.50; Payroll Warrant W. E. 08/26/16 \$177,903.76; Payroll Benefits Warrant \$83,169.78. Carried 5-0.

SCHEDULE OF CLAIMS

The Director has been continuing her extensive work revolving around the repairs to the existing library facility, and project plans for a new facility at the Town of Brookhaven owned site. A timeline is being developed for the re-carpeting and painting project. For carpeting, it will entail ripping out existing carpet and replacing with new carpet tiles. The work will be done in the evening after public hours with no impact to the public. Carpet replacement in staffed areas will be more involved, entailing moving desks and computers. It is expected to begin in early October.

DIRECTOR'S REPORT

The Assistant Director informed the Board that Library Outreach completed two major community events this month; National Night Out (NNO) and the Blue Claw Crab Festival (BBC). NNO brought 16 community organizations together along with Suffolk County Police 7th Precinct Officers and two EMS helicopters landing on the school athletic fields for attendees to tour. Music was provided by the Friends of the Arts. Mastic Beach Ambulance brought a vehicle to tour, and NY Life Insurance provided free child ID kits. A small grant from Target paid for a bounce house. Approximately 200 attendees came this year. BBC was very well attended, despite 85 degree heat and humidity. Over 600 free books were distributed from the library outreach table.

ASSISTANT DIRECTOR'S REPORT

DRAFT - UNAPPROVED

PERIOD OF PUBLIC EXPRESSION

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ASSISTANT DIRECTOR'S REPORT

DRAFT - UNAPPROVED

CONTINUING EDUCATION

Motion by Maiorana, second by Gross to approve the attendance of the Board, Director, Assistant Director, and/or Department Heads or designated staff to attend the 2016 Internet Librarian Conference in Monterey California October 17-20, 2016 at a cost not to exceed \$3,500 per person. Carried 5-0.

INTERNET LIBRARIAN CONFERENCE

Motion by Maiorana, second by Simmons to approve the attendance of the Assistant Director, and/or Department Heads or designated staff to attend the 2016 Association of Bookmobile and Outreach Services Conference in Covington, KY October 18-21, 2016 at a cost not to exceed \$1,200 per person. Carried 5-0.

ASSOCIATION OF BOOKMOBILE AND OUTREACH SERVICES

Motion by Simmons, second by Maiorana to move into Executive Session at 7:50 pm to discuss a contractual matter. Carried 5-0.

EXECUTIVE SESSION

Motion by Vigliotta, second by Gross to leave executive session at 9:45 pm. Carried 5-0.

Motion by Maiorana, second by Vigliotta to adjourn at 9:47 pm. Carried 5-0.

ADJOURNMENT

Respectfully submitted by,

Tara D'Amato, Assistant Director

SCHEDULE OF CLAIMS

PRESENTED SEPTEMBER 26, 2016

PREPAY PAYABLES WARRANT #1	\$	25,242.11
PAYABLES WARRANT #2	\$	83,301.40
PAYROLL WARRANT W.E. 09/09/16	\$	172,162.85
PAYROLL BENEFITS WARRANT	\$	8,596.84
PAYROLL WARRANT W.E. 09/23/16	\$	183,054.92
PAYROLL BENEFITS WARRANT	\$	84,512.62
Total	\$	556,870.74

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

Mastics Moriches Shirley Community Library

Prepay Payables

September 26, 2016

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	55803	08/31/2016	Association of Bookmobile & Outreach Serv	L0225 · EMPIRE NAT'L - OPERATING	
Bill	355006	08/25/2016		6435A · CED, CONF & TRAVEL (ADULT)	\$ (350.00)
				6435C · CED, CONF & TRAVEL (C&P)	\$ (700.00)
				6435S · CED, CONF & TRAV (COMM SRV)	\$ (700.00)
				6435N · CED, CONF & TRAVEL (TEEN)	\$ (350.00)
TOTAL					<u>\$ (2,100.00)</u>
Bill Pmt -Check	55804	08/31/2016	Home Depot Credit Services	L0225 · EMPIRE NAT'L - OPERATING	
Bill	08192016	08/19/2016		6451G · CUSTODIAL SUPPLIES	\$ (172.67)
				6437L · PROGRAMS (LIT)	\$ (99.88)
				6430G · OFFICE AND LIBRARY SUPPLIES	\$ (94.55)
TOTAL					<u>\$ (367.10)</u>
Bill Pmt -Check	55805	08/31/2016	Academic Associates	L0225 · EMPIRE NAT'L - OPERATING	
Bill	072016	08/17/2016		6437L · PROGRAMS (LIT)	\$ (360.00)
TOTAL					<u>\$ (360.00)</u>
Bill Pmt -Check	55806	08/31/2016	Bishop, Viviana G.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	08112016	08/17/2016		6437L · PROGRAMS (LIT)	\$ (90.00)
TOTAL					<u>\$ (90.00)</u>
Bill Pmt -Check	55807	08/31/2016	Davis, Lindsay	L0225 · EMPIRE NAT'L - OPERATING	

Mastics Moriches Shirley Community Library

Prepay Payables

September 26, 2016

Bill	072016-082016	08/17/2016	6437L · PROGRAMS (LIT)	\$ (800.00)
				<u> </u>
TOTAL				\$ (800.00)

Bill Pmt -Check	55808	08/31/2016	George, Ivette	L0225 · EMPIRE NAT'L - OPERATING
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Bill	072016-082016	08/17/2016	6437L · PROGRAMS (LIT)	\$ (1,080.00)
				<u> </u>
TOTAL				\$ (1,080.00)

Bill Pmt -Check	55809	08/31/2016	Munoz, Rosalinda	L0225 · EMPIRE NAT'L - OPERATING
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Bill	072016-082016	08/17/2016	6437L · PROGRAMS (LIT)	\$ (624.00)
				<u> </u>
TOTAL				\$ (624.00)

Bill Pmt -Check	55810	08/31/2016	Piper-Gebhard, Randi	L0225 · EMPIRE NAT'L - OPERATING
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Bill	072016-082016	08/17/2016	6437L · PROGRAMS (LIT)	\$ (660.00)
				<u> </u>
TOTAL				\$ (660.00)

Bill Pmt -Check	55811	08/31/2016	Villegas, Martha (Vendor)	L0225 · EMPIRE NAT'L - OPERATING
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Bill	072016-082016	08/17/2016	6437L · PROGRAMS (LIT)	\$ (624.00)
				<u> </u>
TOTAL				\$ (624.00)

Bill Pmt -Check	55812	09/07/2016	Jeff Denny's Music Station	L0225 · EMPIRE NAT'L - OPERATING
			(original check was void this is reissue from previous Warrant)	

Mastics Moriches Shirley Community Library

Prepay Payables

September 26, 2016

Bill Pmt -Check	55813	09/08/2016 AT&T Mobility	L0225 · EMPIRE NAT'L - OPERATING	
Bill	287267273345X0905-1	08/25/2016	6431D · TELECOMMUNICATIONS	\$ (279.44)
TOTAL				<u>\$ (279.44)</u>

Bill Pmt -Check	55814	09/08/2016 Lighttower Fiber Networks	L0225 · EMPIRE NAT'L - OPERATING	
Bill	20160907544	09/01/2016	6431D · TELECOMMUNICATIONS	\$ (2,495.00)
TOTAL				<u>\$ (2,495.00)</u>

Bill Pmt -Check	55815	09/08/2016 National Grid	L0225 · EMPIRE NAT'L - OPERATING	
Bill	09012016	09/01/2016	6450F · FUEL/GAS	\$ (79.25)
TOTAL				<u>\$ (79.25)</u>

Bill Pmt -Check	55816	09/12/2016 Totalfunds by Hasler	L0225 · EMPIRE NAT'L - OPERATING	
Bill	08312016	08/31/2016	6433G · POSTAGE	\$ (1,500.00)
TOTAL				<u>\$ (1,500.00)</u>

Bill Pmt -Check	55817	09/14/2016 Amazon.com	L0225 · EMPIRE NAT'L - OPERATING	
Bill	08102016	09/14/2016	6410A · BOOKS (ADULT)	\$ (1,050.17)
			6410C · BOOKS (C&P)	\$ (117.11)
			6412A · RECORDINGS (ADULT)	\$ (142.55)
			6412N · RECORDINGS (TEEN)	\$ (22.11)
			6410N · BOOKS (TEEN)	\$ (31.01)
			6417A · VIDEOS (ADULT)	\$ (1,074.22)

Mastics Moriches Shirley Community Library

Prepay Payables

September 26, 2016

				6417C · VIDEOS (C&P)	\$	(210.04)
				6417N · VIDEOS (TEEN)	\$	(195.25)
				6437N · PROGRAMS (TEEN)	\$	(574.82)
				6429C · REALIA (C&P)	\$	(357.09)
				7203C · EQUIPMENT C & P	\$	(951.85)
				6430G · OFFICE AND LIBRARY SUPPLIES	\$	(112.82)
				7203W · EQUIPMENT WIRE	\$	(95.28)
TOTAL					\$	(4,934.32)

	Bill Pmt -Check	55818	09/14/2016 Sam's Club	L0225 · EMPIRE NAT'L - OPERATING		
	Bill	09082016	09/08/2016	6450F · FUEL/GAS	\$	(53.72)
TOTAL					\$	(53.72)

	Bill Pmt -Check	55819	09/21/2016 Cablevision	L0225 · EMPIRE NAT'L - OPERATING		
	Bill	09302016	09/21/2016	6431D · TELECOMMUNICATIONS	\$	(704.46)
				6439N · EQUIPMENT R & M (TEEN)	\$	(10.00)
TOTAL					\$	(714.46)

	Bill Pmt -Check	55820	09/21/2016 Postmaster	L0225 · EMPIRE NAT'L - OPERATING		
	Bill	NL102016	09/21/2016	6433G · POSTAGE	\$	(3,301.02)
TOTAL					\$	(3,301.02)

	Bill Pmt -Check	55821	09/22/2016 American Express	L0225 · EMPIRE NAT'L - OPERATING		
	Bill	09142016	09/14/2016	2771 · COPIER REVENUE - CONTRACT (R)	\$	(35.00)
				6430G · OFFICE AND LIBRARY SUPPLIES	\$	(410.18)
				6433G · POSTAGE	\$	(6.45)

Mastics Moriches Shirley Community Library

Prepay Payables

September 26, 2016

643765 · PROMOTION AND PUBLICITY	\$	(270.13)
6437D · PROGRAMS (DIGITAL)	\$	(294.88)
6431D · TELECOMMUNICATIONS	\$	(95.00)
6435C · CED, CONF & TRAVEL (C&P)	\$	(596.40)
6435N · CED, CONF & TRAVEL (TEEN)	\$	(298.20)
6435A · CED, CONF & TRAVEL (ADULT)	\$	(298.20)
6435S · CED, CONF & TRAV (COMM SRV)	\$	(596.40)
6435D · CED, CONF & TRAVEL (ADM)	\$	(2,045.96)
6435Dig · CED, CONF & TRAVEL (DIGITAL)	\$	(58.00)
6438 · DUES	\$	(175.00)
		<hr/>
	\$	(5,179.80)

TOTAL

\$ (25,242.11)

I hereby certify that at a meeting on September 26, 2016
the above vouchers were approved and authorized.

Signed:_____

Mastics Moriches Shirley Community Library

Warrant

September 26, 2016

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	55822	09/26/2016	4imprint	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	12732080	09/16/2016		6430G · OFFICE AND LIBRARY SUPPLIES	\$ (2,446.41)
TOTAL						\$ (2,446.41)
	Bill Pmt -Check	55823	09/26/2016	Abramowitz, Kelly	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	08042016/08112016	09/09/2016		6437N · PROGRAMS (TEEN)	\$ (160.00)
TOTAL						\$ (160.00)
	Bill Pmt -Check	55824	09/26/2016	Academic Associates	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	082016	09/15/2016		6437L · PROGRAMS (LIT)	\$ (360.00)
TOTAL						\$ (360.00)
	Bill Pmt -Check	55825	09/26/2016	Andriola's Cesspool Service, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	08312016	08/31/2016		6452G · BLDG ALTERATION AND MAINT	\$ (858.00)
TOTAL						\$ (858.00)
	Bill Pmt -Check	55826	09/26/2016	Ashton, Ruth	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	09132016	09/14/2016		6437L · PROGRAMS (LIT)	\$ (34.00)
TOTAL						\$ (34.00)
	Bill Pmt -Check	55827	09/26/2016	askART Inc.	L0225 · EMPIRE NAT'L - OPERATING	

September 26, 2016

Bill	371800-20160914	09/14/2016	6411A · MICRO/REF CD (ADULT)	\$ (300.00)
TOTAL				\$ (300.00)

Bill Pmt -Check 55828 09/26/2016 AT&T L0225 · EMPIRE NAT'L - OPERATING

Bill	09102016	09/10/2016	6431D · TELECOMMUNICATIONS	\$ (41.49)
TOTAL				\$ (41.49)

Bill Pmt -Check	55829	09/26/2016 Baker & Taylor	L0225 - EMPIRE NAT'L - OPERATING
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Bill	3021136802	08/09/2016	6410C · BOOKS (C&P)	\$	(343.58)
Bill	3021152637	08/18/2016	6410N · BOOKS (TEEN)	\$	(34.30)
Bill	3021152844	08/19/2016	6410A · BOOKS (ADULT)	\$	(404.09)
Bill	3021159304	08/19/2016	6410C · BOOKS (C&P)	\$	(393.75)
Bill	3021160797	08/22/2016	6410A · BOOKS (ADULT)	\$	(115.21)
Bill	3021160133	08/22/2016	6410C · BOOKS (C&P)	\$	(28.76)
Bill	3021163367	08/23/2016	6410A · BOOKS (ADULT)	\$	(286.63)
Bill	3021159041	08/23/2016	6410A · BOOKS (ADULT)	\$	(224.65)
Bill	3021160909	08/23/2016	6410N · BOOKS (TEEN)	\$	(44.38)
Bill	3021161746	08/23/2016	6410N · BOOKS (TEEN)	\$	(41.81)
Bill	3021164116	08/25/2016	6410A · BOOKS (ADULT)	\$	(398.73)
Bill	3021170423	08/25/2016	6410A · BOOKS (ADULT)	\$	(246.63)
Bill	3021164513	08/25/2016	6410C · BOOKS (C&P)	\$	(72.66)
Bill	3021164634	08/25/2016	6410A · BOOKS (ADULT)	\$	(116.71)
Bill	3021160986	08/25/2016	6410C · BOOKS (C&P)	\$	(328.07)
Bill	3021170806	08/26/2016	6410C · BOOKS (C&P)	\$	(179.32)
Bill	3021174441	08/29/2016	6410A · BOOKS (ADULT)	\$	(172.63)
Bill	3021169149	08/29/2016	6410C · BOOKS (C&P)	\$	(321.19)
Bill	3021173533	08/31/2016	6410N · BOOKS (TEEN)	\$	(64.67)
Bill	3021181598	09/01/2016	6410C · BOOKS (C&P)	\$	(23.80)
Bill	3021181597	09/01/2016	6410C · BOOKS (C&P)	\$	(204.80)

Mastics Moriches Shirley Community Library

Warrant

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Bill	3021177745	09/02/2016	6410A · BOOKS (ADULT)	\$	(376.38)
Bill	3021177462	09/02/2016	6410A · BOOKS (ADULT)	\$	(322.74)
Bill	3021177171	09/02/2016	6410A · BOOKS (ADULT)	\$	(132.85)
Bill	3021192479	09/08/2016	6410A · BOOKS (ADULT)	\$	(361.91)
Bill	3021193553	09/08/2016	6410C · BOOKS (C&P)	\$	(1,073.89)
Bill	3021193265	09/12/2016	6410A · BOOKS (ADULT)	\$	(211.68)
Bill	3021198755	09/12/2016	6410A · BOOKS (ADULT)	\$	(55.49)
Bill	3021195176	09/13/2016	6410A · BOOKS (ADULT)	\$	(104.44)
Bill	3021203008	09/13/2016	6410C · BOOKS (C&P)	\$	(139.64)
Bill	3021204212	09/14/2016	6410N · BOOKS (TEEN)	\$	(151.74)
Bill	3021201148	09/16/2016	6410A · BOOKS (ADULT)	\$	(432.05)
Bill	3021201071	09/16/2016	6410A · BOOKS (ADULT)	\$	(82.88)
Bill	3021201761	09/16/2016	6410A · BOOKS (ADULT)	\$	(380.47)
TOTAL				\$	(7,872.53)

Bill Pmt -Check 55830 09/26/2016 Brodart Co.

L0225 · EMPIRE NAT'L - OPERATING

Bill	447101	09/06/2016	6430G · OFFICE AND LIBRARY SUPPLIES	\$	(99.20)
TOTAL				\$	(99.20)

Bill Pmt -Check 55831 09/26/2016 Brookhaven Locksmiths, Inc.

L0225 · EMPIRE NAT'L - OPERATING

Bill	170996	09/07/2016	6452G · BLDG ALTERATION AND MAINT	\$	(514.95)
TOTAL				\$	(514.95)

Bill Pmt -Check 55832 09/26/2016 Carco Group, Inc.

L0225 · EMPIRE NAT'L - OPERATING

Bill	00815079	08/31/2016	6437P16 · STAFF BACKGROUND SCREEN	\$	(353.75)
TOTAL				\$	(353.75)

Mastics Moriches Shirley Community Library

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Bill Pmt -Check		55833	09/26/2016	Carter, Kathleen	L0225 · EMPIRE NAT'L - OPERATING	
Bill	08242016		08/25/2016		6437A · PROGRAMS (ADULT)	\$ (100.00)
TOTAL						<u>\$ (100.00)</u>
Bill Pmt -Check		55834	09/26/2016	Casper, Thomas	L0225 · EMPIRE NAT'L - OPERATING	
Bill	07142016-08132016		08/15/2016		6435N · CED, CONF & TRAVEL (TEEN)	\$ (46.40)
TOTAL						<u>\$ (46.40)</u>
Bill Pmt -Check		55835	09/26/2016	Center Point Large Print	L0225 · EMPIRE NAT'L - OPERATING	
Bill	1401289		09/01/2016		6410A · BOOKS (ADULT)	\$ (398.72)
TOTAL						<u>\$ (398.72)</u>
Bill Pmt -Check		55836	09/26/2016	Ciccotto, William	L0225 · EMPIRE NAT'L - OPERATING	
Bill	082016		09/09/2016		6437N · PROGRAMS (TEEN)	\$ (312.50)
TOTAL						<u>\$ (312.50)</u>
Bill Pmt -Check		55837	09/26/2016	CJ2 Communication Strategies, LLC	L0225 · EMPIRE NAT'L - OPERATING	
Bill	1350		09/06/2016		643765 · PROMOTION AND PUBLICITY	\$ (794.28)
TOTAL						<u>\$ (794.28)</u>
Bill Pmt -Check		55838	09/26/2016	Cleanco Distributors, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	025743		07/01/2016		6451G · CUSTODIAL SUPPLIES	\$ (227.50)
Bill	026450		07/28/2016		6451G · CUSTODIAL SUPPLIES	\$ (289.00)

Mastics Moriches Shirley Community Library

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Bill	027274	08/25/2016	6451G · CUSTODIAL SUPPLIES	\$	(307.50)
TOTAL				\$	(824.00)

Bill Pmt -Check 55839 09/26/2016 Clearwater Aquarium Service L0225 · EMPIRE NAT'L - OPERATING

Bill	3624	09/15/2016	6452G · BLDG ALTERATION AND MAINT	\$	(362.96)
TOTAL				\$	(362.96)

Bill Pmt -Check 55840 09/26/2016 Coffee Solutions L0225 · EMPIRE NAT'L - OPERATING

Bill	209385	09/02/2016	6430G · OFFICE AND LIBRARY SUPPLIES	\$	(249.00)
TOTAL				\$	(249.00)

Bill Pmt -Check 55841 09/26/2016 Currao-McAleavey, Carmella L0225 · EMPIRE NAT'L - OPERATING

Bill	08232016	08/23/2016	6437N · PROGRAMS (TEEN)	\$	(65.00)
Bill	08162016	08/23/2016	6437N · PROGRAMS (TEEN)	\$	(65.00)
Bill	09102016	09/10/2016	6437N · PROGRAMS (TEEN)	\$	(100.00)
TOTAL				\$	(230.00)

Bill Pmt -Check 55842 09/26/2016 D'Amato, Tara L0225 · EMPIRE NAT'L - OPERATING

Bill	092016	09/16/2016	643765 · PROMOTION AND PUBLICITY	\$	(10.00)
			6435D · CED, CONF & TRAVEL (ADM)	\$	(20.00)
			6435D · CED, CONF & TRAVEL (ADM)	\$	(25.00)
TOTAL				\$	(55.00)

Bill Pmt -Check 55843 09/26/2016 David J. S. Emilita,AICP L0225 · EMPIRE NAT'L - OPERATING

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Bill	55848	09/26/2016	Dunbar Armored Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	3846982	09/01/2016		6437P13 · ARMORED CAR SERVICE	\$ (171.26)
TOTAL					\$ (171.26)

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Bill Pmt -Check		55849	09/26/2016 Earle, April L.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	09102016		09/13/2016	6437A · PROGRAMS (ADULT)	\$ (160.00)
TOTAL					<u>\$ (160.00)</u>
Bill Pmt -Check		55850	09/26/2016 East End Sign Design	L0225 · EMPIRE NAT'L - OPERATING	
Bill	8244		08/26/2016	6452G · BLDG ALTERATION AND MAINT	\$ (225.00)
TOTAL					<u>\$ (225.00)</u>
Bill Pmt -Check		55851	09/26/2016 EBSCO A	L0225 · EMPIRE NAT'L - OPERATING	
Bill	9192037		08/31/2016	6413A · PERIODICALS (ADULT)	\$ (50.00)
TOTAL					<u>\$ (50.00)</u>
Bill Pmt -Check		55852	09/26/2016 Fichtner, Kyle	L0225 · EMPIRE NAT'L - OPERATING	
Bill	08132016		08/13/2016	6435N · CED, CONF & TRAVEL (TEEN)	\$ (23.56)
TOTAL					<u>\$ (23.56)</u>
Bill Pmt -Check		55853	09/26/2016 Findaway	L0225 · EMPIRE NAT'L - OPERATING	
Bill	193659		08/19/2016	6412N · RECORDINGS (TEEN)	\$ (310.60)
Bill	193694		08/19/2016	6412A · RECORDINGS (ADULT)	\$ (968.85)
TOTAL					<u>\$ (1,279.45)</u>
Bill Pmt -Check		55854	09/26/2016 Frisina, Megan	L0225 · EMPIRE NAT'L - OPERATING	

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Bill	09092016	09/13/2016	6437A · PROGRAMS (ADULT)	\$ (75.00)
				<u> </u>
TOTAL				\$ (75.00)

Bill Pmt -Check	55855	09/26/2016 Hannibal, Julia Ann	L0225 · EMPIRE NAT'L - OPERATING	
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Bill	082016	09/09/2016	6437N · PROGRAMS (TEEN)	\$ (310.25)
				<u> </u>
TOTAL				\$ (310.25)

Bill Pmt -Check	55856	09/26/2016 High Hopes Productions	L0225 · EMPIRE NAT'L - OPERATING	
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Bill	08182016	08/22/2016	6437C · PROGRAMS (C&P)	\$ (310.00)
Bill	08202016	08/22/2016	6437C · PROGRAMS (C&P)	\$ (310.00)
				<u> </u>
TOTAL				\$ (620.00)

Bill Pmt -Check	55857	09/26/2016 Iberger, Deborah	L0225 · EMPIRE NAT'L - OPERATING	
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Bill	08252016-09092016	09/12/2016	6437C · PROGRAMS (C&P)	\$ (71.00)
				<u> </u>
TOTAL				\$ (71.00)

Bill Pmt -Check	55858	09/26/2016 Industrial Appraisal Company	L0225 · EMPIRE NAT'L - OPERATING	
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Bill	4699425-2016	07/29/2016	6437P3 · APPRAISAL SERVICES	\$ (210.00)
				<u> </u>
TOTAL				\$ (210.00)

Bill Pmt -Check	55859	09/26/2016 Island Elevator Services	L0225 · EMPIRE NAT'L - OPERATING	
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Bill	20732	09/01/2016	6452G · BLDG ALTERATION AND MAINT	\$ (377.00)
				<u> </u>
TOTAL				\$ (377.00)

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Bill Pmt -Check	55860	09/26/2016 Jeff Denny's Music Station	L0225 · EMPIRE NAT'L - OPERATING	
Bill	082016	09/06/2016	6437A · PROGRAMS (ADULT)	\$ (225.00)
TOTAL				<u>\$ (225.00)</u>

Bill Pmt -Check	55861	09/26/2016 Keating, Lea	L0225 · EMPIRE NAT'L - OPERATING	
Bill	09102016	09/14/2016	6437C · PROGRAMS (C&P)	\$ (125.00)
TOTAL				<u>\$ (125.00)</u>

Bill Pmt -Check	55862	09/26/2016 King Kullen	L0225 · EMPIRE NAT'L - OPERATING	
Bill	162111331771	07/29/2016	6437N · PROGRAMS (TEEN)	\$ (13.96)
Bill	162151283211	08/02/2016	6430G · OFFICE AND LIBRARY SUPPLIES	\$ (12.16)
Bill	162151337551	08/02/2016	6437L · PROGRAMS (LIT)	\$ (16.34)
Bill	162150247741	08/02/2016	6437N · PROGRAMS (TEEN)	\$ (76.00)
Bill	162161286461	08/03/2016	6437L · PROGRAMS (LIT)	\$ (25.59)
Bill	162161285211	08/03/2016	6437L · PROGRAMS (LIT)	\$ (6.38)
Bill	162210559891	08/08/2016	6437C · PROGRAMS (C&P)	\$ (9.17)
Bill	162220735301	08/09/2016	6437C · PROGRAMS (C&P)	\$ (13.06)
Bill	162220563091	08/09/2016	6437N · PROGRAMS (TEEN)	\$ (165.66)
Bill	162231349291	08/10/2016	6430G · OFFICE AND LIBRARY SUPPLIES	\$ (10.87)
Bill	162231296701	08/10/2016	6437C · PROGRAMS (C&P)	\$ (1.59)
Bill	162241351361	08/11/2016	6437N · PROGRAMS (TEEN)	\$ (23.98)
Bill	162281358181	08/15/2016	6437N · PROGRAMS (TEEN)	\$ (25.00)
Bill	162281203821	08/15/2016	6437L · PROGRAMS (LIT)	\$ (35.42)
Bill	162290578001	08/16/2016	6437N · PROGRAMS (TEEN)	\$ (107.53)
Bill	162301362131	08/17/2016	6437L · PROGRAMS (LIT)	\$ (29.75)
Bill	162311207081	08/18/2016	6437L · PROGRAMS (LIT)	\$ (8.38)
Bill	162351369881	08/22/2016	6430G · OFFICE AND LIBRARY SUPPLIES	\$ (5.99)

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Bill	162351369461	08/22/2016	6430G · OFFICE AND LIBRARY SUPPLIES	\$	(9.99)
Bill	162360592671	08/23/2016	6437N · PROGRAMS (TEEN)	\$	(26.13)
Bill	162361213751	08/23/2016	6437A · PROGRAMS (ADULT)	\$	(4.78)
Bill	162361372191	08/23/2016	6437N · PROGRAMS (TEEN)	\$	(13.47)
Bill	162371215771	08/24/2016	6430G · OFFICE AND LIBRARY SUPPLIES	\$	(1.79)
Bill	162420715181	08/29/2016	6430G · OFFICE AND LIBRARY SUPPLIES	\$	(13.97)
Bill	162421223991	08/29/2016	6430G · OFFICE AND LIBRARY SUPPLIES	\$	(16.87)
Bill	162441385801	08/31/2016	6430G · OFFICE AND LIBRARY SUPPLIES	\$	(11.38)
Bill	162441386021	08/31/2016	6437L · PROGRAMS (LIT)	\$	(18.21)
Bill	162510753321	09/07/2016	6437C · PROGRAMS (C&P)	\$	(10.37)
Bill	162520524601	09/08/2016	6437N · PROGRAMS (TEEN)	\$	(31.61)
TOTAL				\$	(745.40)

Bill Pmt -Check 55863 09/26/2016 Lakeshore Learning Materials L0225 · EMPIRE NAT'L - OPERATING

Bill	4700650816	08/19/2016	6429C · REALIA (C&P)	\$	(24.99)
Bill	4937360816	08/29/2016	7203L · EQUIPMENT LITERACY	\$	(593.40)
TOTAL				\$	(618.39)

Bill Pmt -Check 55864 09/26/2016 Lamb & Barnosky, LLP L0225 · EMPIRE NAT'L - OPERATING

Bill	109479	08/31/2016	6437P4 · ATTORNEY	\$	(1,416.66)
TOTAL				\$	(1,416.66)

Bill Pmt -Check 55865 09/26/2016 Lebron, Crystal L0225 · EMPIRE NAT'L - OPERATING

Bill	082016	09/09/2016	6437N · PROGRAMS (TEEN)	\$	(380.00)
TOTAL				\$	(380.00)

Bill Pmt -Check 55866 09/26/2016 LILRC/CE L0225 · EMPIRE NAT'L - OPERATING

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Bill	102016-TANZI	09/20/2016	6435Dig · CED, CONF & TRAVEL (DIGITAL)	\$	(135.00)
Bill	102016-ROSALIA	09/20/2016	6435D · CED, CONF & TRAVEL (ADM)	\$	(135.00)
Bill	102016-GORDON	09/20/2016	6435A · CED, CONF & TRAVEL (ADULT)	\$	(110.00)
TOTAL				\$	(380.00)

Bill Pmt -Check	55867	09/26/2016	Long Island Library Resources Council Inc	L0225 · EMPIRE NAT'L - OPERATING	
Bill	14680	09/12/2016	6438 · DUES	\$	(835.00)
TOTAL				\$	(835.00)

Bill Pmt -Check	55868	09/26/2016	Long Island Trophies & Awards	L0225 · EMPIRE NAT'L - OPERATING	
Bill	08192016	08/19/2016	6434S · PRINTING (COMM SRV)	\$	(150.00)
TOTAL				\$	(150.00)

Bill Pmt -Check	55869	09/26/2016	Longpre, Margaret	L0225 · EMPIRE NAT'L - OPERATING	
Bill	30638005446613	09/13/2016	6410C · BOOKS (C&P)	\$	(15.99)
TOTAL				\$	(15.99)

Bill Pmt -Check	55870	09/26/2016	Mahler, Judith	L0225 · EMPIRE NAT'L - OPERATING	
Bill	09132016	09/14/2016	6437L · PROGRAMS (LIT)	\$	(34.00)
TOTAL				\$	(34.00)

Bill Pmt -Check	55871	09/26/2016	Maiorana, Joseph	L0225 · EMPIRE NAT'L - OPERATING	
Bill	ALA-042016	09/16/2016	6435A · CED, CONF & TRAVEL (ADULT)	\$	(95.92)

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			6435N · CED, CONF & TRAVEL (TEEN)	\$	(45.80)
			6435C · CED, CONF & TRAVEL (C&P)	\$	(95.92)
			6435S · CED, CONF & TRAV (COMM SRV)	\$	(95.92)
			6435D · CED, CONF & TRAVEL (ADM)	\$	(905.87)
TOTAL				\$	(1,239.43)

Bill Pmt -Check	55872	09/26/2016 Maldonado, Hillary A.	L0225 · EMPIRE NAT'L - OPERATING		
Bill	05172016-08252016	08/25/2016	6435N · CED, CONF & TRAVEL (TEEN)	\$	(121.89)
Bill	09092016	09/13/2016	6437N · PROGRAMS (TEEN)	\$	(23.26)
TOTAL				\$	(145.15)

Bill Pmt -Check	55873	09/26/2016 Maurer, James	L0225 · EMPIRE NAT'L - OPERATING		
Bill	08162016	08/23/2016	6437N · PROGRAMS (TEEN)	\$	(200.00)
TOTAL				\$	(200.00)

Bill Pmt -Check	55874	09/26/2016 Mid-Island Electrical Supply	L0225 · EMPIRE NAT'L - OPERATING		
Bill	1467064-00	08/22/2016	6451G · CUSTODIAL SUPPLIES	\$	(162.00)
TOTAL				\$	(162.00)

Bill Pmt -Check	55875	09/26/2016 Midwest Tape	L0225 · EMPIRE NAT'L - OPERATING		
Bill	94246243	08/18/2016	6412A · RECORDINGS (ADULT)	\$	(123.19)
Bill	94247712	08/19/2016	6417A · VIDEOS (ADULT)	\$	(87.56)
Bill	94247710	08/19/2016	6417A · VIDEOS (ADULT)	\$	(205.72)
Bill	94250929	08/19/2016	6412A · RECORDINGS (ADULT)	\$	(69.99)
Bill	94263896	08/25/2016	6417A · VIDEOS (ADULT)	\$	(333.69)
Bill	94265912	08/25/2016	6412A · RECORDINGS (ADULT)	\$	(95.77)

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Bill	94263897	08/25/2016	6417A · VIDEOS (ADULT)	\$	(614.95)
Bill	94263899	08/25/2016	6417N · VIDEOS (TEEN)	\$	(47.29)
Bill	94275894	08/29/2016	6417A · VIDEOS (ADULT)	\$	(70.96)
Bill	94275046	08/29/2016	6417A · VIDEOS (ADULT)	\$	(712.11)
Bill	94275048	08/29/2016	6417A · VIDEOS (ADULT)	\$	(178.95)
Bill	94275896	08/29/2016	6417C · VIDEOS (C&P)	\$	(77.98)
Bill	94276607	08/30/2016	6412A · RECORDINGS (ADULT)	\$	(9.99)
Bill	94283253	08/31/2016	6412A · RECORDINGS (ADULT)	\$	(388.47)
			6412N · RECORDINGS (TEEN)	\$	(388.47)
			6412C · RECORDINGS (C&P)	\$	(194.23)
Bill	94282124	08/31/2016	6417A · VIDEOS (ADULT)	\$	(152.13)
Bill	94285897	09/01/2016	6412A · RECORDINGS (ADULT)	\$	(58.60)
Bill	94286781	09/01/2016	6412N · RECORDINGS (TEEN)	\$	(39.72)
Bill	94288849	09/02/2016	6417A · VIDEOS (ADULT)	\$	(130.33)
Bill	94292787	09/02/2016	6412A · RECORDINGS (ADULT)	\$	(19.98)
Bill	94287967	09/02/2016	6417A · VIDEOS (ADULT)	\$	(331.40)
Bill	94287965	09/02/2016	6417A · VIDEOS (ADULT)	\$	(530.98)
Bill	94287968	09/02/2016	6417C · VIDEOS (C&P)	\$	(63.62)
Bill	94288861	09/02/2016	6417C · VIDEOS (C&P)	\$	(14.44)
Bill	94307449	09/09/2016	6412A · RECORDINGS (ADULT)	\$	(155.73)
Bill	94313118	09/12/2016	6417A · VIDEOS (ADULT)	\$	(455.92)
Bill	94313116	09/12/2016	6417A · VIDEOS (ADULT)	\$	(1,090.33)
Bill	94313119	09/12/2016	6417C · VIDEOS (C&P)	\$	(76.56)
Bill	94317726	09/13/2016	6417A · VIDEOS (ADULT)	\$	(201.21)
Bill	94323231	09/14/2016	6417A · VIDEOS (ADULT)	\$	(61.78)
Bill	94323218	09/14/2016	6417A · VIDEOS (ADULT)	\$	(580.74)
Bill	94323219	09/14/2016	6417A · VIDEOS (ADULT)	\$	(184.14)
TOTAL				\$	(7,746.93)

Bill Pmt -Check 55876 09/26/2016 Miranda, Christopher

L0225 · EMPIRE NAT'L - OPERATING

Bill	082016	09/09/2016	6437N · PROGRAMS (TEEN)	\$	(180.00)
TOTAL				\$	(180.00)

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Bill Pmt -Check	55877	09/26/2016 National Learning Corporation	L0225 · EMPIRE NAT'L - OPERATING	
Bill	0050152	08/19/2016	6410A · BOOKS (ADULT)	\$ (230.73)
Bill	0050155	08/22/2016	6410A · BOOKS (ADULT)	\$ (117.86)
Bill	0050154	08/22/2016	6410A · BOOKS (ADULT)	\$ (117.86)
Bill	0050204	08/26/2016	6410A · BOOKS (ADULT)	\$ (117.86)
TOTAL				<u>\$ (584.31)</u>

Bill Pmt -Check	55878	09/26/2016 Niche Academy	L0225 · EMPIRE NAT'L - OPERATING	
Bill	1146	08/24/2016	6419G · SOFTWARE (GEN)	\$ (1,920.00)
TOTAL				<u>\$ (1,920.00)</u>

Bill Pmt -Check	55879	09/26/2016 NYLA	L0225 · EMPIRE NAT'L - OPERATING	
Bill	6784	09/19/2016	6435Dig · CED, CONF & TRAVEL (DIGITAL)	\$ (253.00)
			6435Dig · CED, CONF & TRAVEL (DIGITAL)	\$ (214.00)
TOTAL				<u>\$ (467.00)</u>

Bill Pmt -Check	55880	09/26/2016 NYS Dept. of Environmental Conservation	L0225 · EMPIRE NAT'L - OPERATING	
Bill	9990000306720	09/12/2016	6437P8 · DENITE SYSTEMS ANALYSIS	\$ (330.00)
TOTAL				<u>\$ (330.00)</u>

Bill Pmt -Check	55881	09/26/2016 Oriental Trading Company, Inc	L0225 · EMPIRE NAT'L - OPERATING	
Bill	679205923-01	08/25/2016	6437N · PROGRAMS (TEEN)	\$ (91.05)
TOTAL				<u>\$ (91.05)</u>

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Bill Pmt -Check		55882	09/26/2016 Paychex	L0225 · EMPIRE NAT'L - OPERATING	
Bill	8692763-092016		09/12/2016	6437P12 · PAYROLL SERVICES	\$ (89.00)
TOTAL					<u>\$ (89.00)</u>

Bill Pmt -Check		55883	09/26/2016 Paychex, Inc	L0225 · EMPIRE NAT'L - OPERATING	
Bill	474822		09/07/2016	6437P12 · PAYROLL SERVICES	\$ (644.28)
Bill	476425		09/21/2016	6437P12 · PAYROLL SERVICES	\$ (527.43)
TOTAL					<u>\$ (1,171.71)</u>

Bill Pmt -Check		55884	09/26/2016 Penguin Random House	L0225 · EMPIRE NAT'L - OPERATING	
Bill	1088203217		08/04/2016	6412A · RECORDINGS (ADULT)	\$ (30.00)
Bill	1088255613		08/12/2016	6412A · RECORDINGS (ADULT)	\$ (26.25)
Bill	1088281298		08/12/2016	6412A · RECORDINGS (ADULT)	\$ (37.50)
Bill	1088313484		08/16/2016	6412A · RECORDINGS (ADULT)	\$ (30.00)
Bill	1088381459		08/22/2016	6412A · RECORDINGS (ADULT)	\$ (10.00)
Bill	1088535494		09/09/2016	6412A · RECORDINGS (ADULT)	\$ (33.75)
TOTAL					<u>\$ (167.50)</u>

Bill Pmt -Check		55885	09/26/2016 Quill	L0225 · EMPIRE NAT'L - OPERATING	
Bill	8636328		08/26/2016	6430G · OFFICE AND LIBRARY SUPPLIES	\$ (55.03)
Bill	8696106		08/26/2016	6430G · OFFICE AND LIBRARY SUPPLIES	\$ (12.29)
Bill	8697378		08/30/2016	6430G · OFFICE AND LIBRARY SUPPLIES	\$ (27.48)
Bill	8701829		08/30/2016	6430G · OFFICE AND LIBRARY SUPPLIES	\$ (11.98)
Bill	8697666		08/30/2016	6437L · PROGRAMS (LIT)	\$ (39.99)
TOTAL					<u>\$ (146.77)</u>

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Bill Pmt -Check	55886	09/26/2016 Recorded Books	L0225 · EMPIRE NAT'L - OPERATING	
Bill	75392296	08/22/2016	6412A · RECORDINGS (ADULT)	\$ (35.00)
Bill	75390466	08/23/2016	6417A · VIDEOS (ADULT)	\$ (41.60)
Bill	75395258	08/25/2016	6412A · RECORDINGS (ADULT)	\$ (25.00)
Bill	75395023	08/25/2016	6412A · RECORDINGS (ADULT)	\$ (39.99)
Bill	75393867	08/29/2016	6412A · RECORDINGS (ADULT)	\$ (173.20)
Bill	75401473	09/06/2016	6412A · RECORDINGS (ADULT)	\$ (49.99)
Bill	75402646	09/08/2016	6412A · RECORDINGS (ADULT)	\$ (39.99)
Bill	75405516	09/12/2016	6412A · RECORDINGS (ADULT)	\$ (39.99)
Bill	75407714	09/14/2016	6412A · RECORDINGS (ADULT)	\$ (83.47)
Bill	75408125	09/15/2016	6412A · RECORDINGS (ADULT)	\$ (830.60)
Bill	75408075	09/15/2016	6412A · RECORDINGS (ADULT)	\$ (34.99)
TOTAL				<u>\$ (1,393.82)</u>

Bill Pmt -Check	55887	09/26/2016 Regent Book Company	L0225 · EMPIRE NAT'L - OPERATING	
Bill	53680	09/13/2016	6410A · BOOKS (ADULT)	\$ (28.53)
TOTAL				<u>\$ (28.53)</u>

Bill Pmt -Check	55888	09/26/2016 Roye, Sara	L0225 · EMPIRE NAT'L - OPERATING	
Bill	082016	09/06/2016	6437A · PROGRAMS (ADULT)	\$ (300.00)
Bill	09072016	09/13/2016	6437A · PROGRAMS (ADULT)	\$ (100.00)
TOTAL				<u>\$ (400.00)</u>

Bill Pmt -Check	55889	09/26/2016 Sandpebble Preconstruction Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	#64 FLOOR PAINT PROJ	09/14/2016	7500 · BUILDING IMPROVEMENTS	\$ (7,760.00)

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Bill	#64 NEW LIBRARY	09/14/2016	7500 · BUILDING IMPROVEMENTS	\$ (2,802.45)
TOTAL				<u>\$ (10,562.45)</u>

Bill Pmt -Check 55890 09/26/2016 SCLS L0225 · EMPIRE NAT'L - OPERATING

Bill	61815	08/29/2016	6411A · MICRO/REF CD (ADULT)	\$ (5,400.00)
			6411C · MICRO/REF CD (C&P)	\$ (5,400.00)
			6411N · MICRO/REF CD (TEEN)	\$ (5,400.00)
TOTAL				<u>\$ (16,200.00)</u>

Bill Pmt -Check 55891 09/26/2016 Scott, Rob L0225 · EMPIRE NAT'L - OPERATING

Bill	08172017	08/22/2016	6437C · PROGRAMS (C&P)	\$ (255.00)
Bill	09072016	09/08/2016	6437C · PROGRAMS (C&P)	\$ (250.00)
TOTAL				<u>\$ (505.00)</u>

Bill Pmt -Check 55892 09/26/2016 Searles Graphics, Inc. L0225 · EMPIRE NAT'L - OPERATING

Bill	36284	09/07/2016	6434N · PRINTING (TEEN)	\$ (515.00)
TOTAL				<u>\$ (515.00)</u>

Bill Pmt -Check 55893 09/26/2016 SenSource L0225 · EMPIRE NAT'L - OPERATING

Bill	31448	08/23/2016	6439W · EQUIPMENT R & M (WIRES)	\$ (720.00)
TOTAL				<u>\$ (720.00)</u>

Bill Pmt -Check 55894 09/26/2016 SENYLRC L0225 · EMPIRE NAT'L - OPERATING

Bill	2015-CE-397	12/14/2015	6435D · CED, CONF & TRAVEL (ADM)	<u>\$ (5.00)</u>
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TOTAL					\$ (5.00)
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Bill Pmt -Check	55895	09/26/2016 Showcases	L0225 · EMPIRE NAT'L - OPERATING
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Bill	294761	08/16/2016	6430G · OFFICE AND LIBRARY SUPPLIES	\$ (264.14)
Bill	294760	08/16/2016	6430G · OFFICE AND LIBRARY SUPPLIES	\$ (133.05)
Bill	294943	08/25/2016	6430G · OFFICE AND LIBRARY SUPPLIES	\$ (98.17)
Bill	294978	08/29/2016	6430G · OFFICE AND LIBRARY SUPPLIES	\$ (55.11)

TOTAL					\$ (550.47)
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Bill Pmt -Check	55896	09/26/2016 Shred-it	L0225 · EMPIRE NAT'L - OPERATING
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Bill	9412054783	08/22/2016	6437P15 · DOCUMENT MANAGEMENT/DESTROY	\$ (152.24)
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TOTAL					\$ (152.24)
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Bill Pmt -Check	55897	09/26/2016 Small World Entertainment	L0225 · EMPIRE NAT'L - OPERATING
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Bill	08202016	08/22/2016	6437C · PROGRAMS (C&P)	\$ (599.00)
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TOTAL					\$ (599.00)
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Bill Pmt -Check	55898	09/26/2016 Sparling, Nicole	L0225 · EMPIRE NAT'L - OPERATING
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Bill	08242016	08/25/2016	6437C · PROGRAMS (C&P)	\$ (300.00)
Bill	09122016	09/14/2016	6437C · PROGRAMS (C&P)	\$ (275.00)

TOTAL					\$ (575.00)
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Bill Pmt -Check	55899	09/26/2016 Stadier, William	L0225 · EMPIRE NAT'L - OPERATING
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Bill	30638005345609	09/12/2016	6417A · VIDEOS (ADULT)	\$ (26.99)
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September 26, 2016

	Bill Pmt -Check	55900	09/26/2016	State Chemical Solutions	L0225 - EMPIRE NAT'L - OPERATING	
	Bill	97948664	09/14/2016		6451G - CUSTODIAL SUPPLIES	\$ (970.08)
TOTAL						\$ (970.08)

Bill	76246	06/14/2016	6437P10 · ELECTION	\$ (451.43)
TOTAL				\$ (451.43)

Bill Pmt -Check	55902	09/26/2016 Tag-It Engravings & Signs	L0225 · EMPIRE NAT'L - OPERATING	
Bill	11926	08/24/2016	6430G · OFFICE AND LIBRARY SUPPLIES	\$ (32.50)
TOTAL				<u>\$ (32.50)</u>

Bill Pmt -Check	55903	09/26/2016 Thermal Solutions, Inc.	L0225 - EMPIRE NAT'L - OPERATING	
Bill	A40431	07/26/2016	6452G - BLDG ALTERATION AND MAINT	\$ (186.75)
Bill	A40696	08/22/2016	6452G - BLDG ALTERATION AND MAINT	\$ (801.00)
TOTAL				\$ (987.75)

Bill Pmt -Check	55904	09/26/2016 Town of Brookhaven Parks Department	L0225 · EMPIRE NAT'L - OPERATING	
Bill	08012016-08312016	09/14/2016	6437C · PROGRAMS (C&P)	\$ (160.00)
			6437D · PROGRAMS (DIGITAL)	\$ (80.00)
			6437N · PROGRAMS (TEEN)	\$ (40.00)
TOTAL				\$ (280.00)

Mastics Moriches Shirley Community Library

Warrant

September 26, 2016

Bill Pmt -Check		55905	09/26/2016 True Nature Landscaping Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	13356		08/30/2016	6452G · BLDG ALTERATION AND MAINT	\$ (450.00)
TOTAL					<u>\$ (450.00)</u>
Bill Pmt -Check		55906	09/26/2016 Tyler, Edwina Lee	L0225 · EMPIRE NAT'L - OPERATING	
Bill	09072016		09/13/2016	6437A · PROGRAMS (ADULT)	\$ (200.00)
TOTAL					<u>\$ (200.00)</u>
Bill Pmt -Check		55907	09/26/2016 Unique Management Services, Inc	L0225 · EMPIRE NAT'L - OPERATING	
Bill	433410		09/01/2016	6437P7 · COLLECTION AGENCY	\$ (134.25)
TOTAL					<u>\$ (134.25)</u>
Bill Pmt -Check		55908	09/26/2016 UPS	L0225 · EMPIRE NAT'L - OPERATING	
Bill	000054YE33366		09/03/2016	6433G · POSTAGE	\$ (14.25)
TOTAL					<u>\$ (14.25)</u>
Bill Pmt -Check		55909	09/26/2016 Verizon	L0225 · EMPIRE NAT'L - OPERATING	
Bill	09072016		09/07/2016	6431D · TELECOMMUNICATIONS	\$ (110.15)
Bill	09142016		09/14/2016	6431D · TELECOMMUNICATIONS	\$ (17.95)
TOTAL					<u>\$ (128.10)</u>
Bill Pmt -Check		55910	09/26/2016 Vincent's Pizza of Shirley	L0225 · EMPIRE NAT'L - OPERATING	

September 26, 2016

Bill	092016	09/19/2016	6437N · PROGRAMS (TEEN)	\$	(541.50)
			6437C · PROGRAMS (C&P)	\$	(104.50)
			6435A · CED, CONF & TRAVEL (ADULT)	\$	(38.00)
TOTAL				\$	(684.00)

Bill Pmt -Check	55911	09/26/2016 W. B. Mason Co., Inc.	L0225 · EMPIRE NAT'L - OPERATING
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Bill	I37125038	08/24/2016	7203C · EQUIPMENT C & P	\$	(269.95)
Bill	I37212463	08/26/2016	6430G · OFFICE AND LIBRARY SUPPLIES	\$	(77.95)
Bill	I37359279	09/01/2016	6430G · OFFICE AND LIBRARY SUPPLIES	\$	(393.37)
Bill	I37412106	09/02/2016	6430G · OFFICE AND LIBRARY SUPPLIES	\$	(347.88)
Bill	I37478460	09/07/2016	6430G · OFFICE AND LIBRARY SUPPLIES	\$	(12.35)
Bill	I37692007	09/14/2016	6430G · OFFICE AND LIBRARY SUPPLIES	\$	(360.51)
Bill	I37692899	09/14/2016	6430G · OFFICE AND LIBRARY SUPPLIES	\$	(171.66)
TOTAL				\$	(1,633.67)

Bill Pmt -Check	55912	09/26/2016 Walters, Lisa	L0225 · EMPIRE NAT'L - OPERATING
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Bill	082016	08/29/2016	6437C · PROGRAMS (C&P)	\$ (400.00)
TOTAL				\$ (400.00)

Bill Pmt -Check	55913	09/26/2016 Winter Bros. Hauling of LI, LLC	L0225 · EMPIRE NAT'L - OPERATING
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Bill	0021805	08/31/2016	6432G · CARTAGE	\$ (250.38)
TOTAL				\$ (250.38)

Bill	Pmt -Check	55914	09/26/2016	Wischhusen, Will	L0225 · EMPIRE NAT'L - OPERATING
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Bill	082016	09/09/2016	6437N · PROGRAMS (TEEN)	\$	(240.00)
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Mastics Moriches Shirley Community Library

Warrant

September 26, 2016

TOTAL					\$ (240.00)
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Bill Pmt -Check	55915	09/26/2016	Xerox Corporation (Chicago)		L0225 · EMPIRE NAT'L - OPERATING
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Bill	300370786	09/10/2016			\$ (2,062.22)
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TOTAL					\$ (2,062.22)
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TOTAL					\$ (83,301.40)
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I hereby certify that at a meeting on September 26, 2016
the above vouchers were approved and authorized.

Signed: _____

Mastics-Moriches-Shirley Community Library
Payroll Benefits Warrant
September 9, 2016

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	5463	09/09/16	1095 Doreen Adamcik	L0226 · EMPIRE NAT'L - PAYROLL	
Bill	09092016			9060 · MEDICAL INSURANCE	\$ 121.80
				TOTAL	<u>\$ 121.80</u>
Bill Pmt -Check	5464	09/09/16	1096 Denise Boinay	L0226 · EMPIRE NAT'L - PAYROLL	
Bill	09092016			9060 · MEDICAL INSURANCE	\$ 104.90
				TOTAL	<u>\$ 104.90</u>
Bill Pmt -Check	5465	09/09/16	1097 Florence Stonish	L0226 · EMPIRE NAT'L - PAYROLL	
Bill	09092016			9060 · MEDICAL INSURANCE	\$ 104.90
				TOTAL	<u>\$ 104.90</u>
Bill Pmt -Check	5466	09/09/16	1098 Mary Abruscato	L0226 · EMPIRE NAT'L - PAYROLL	
Bill	09092016			9060 · MEDICAL INSURANCE	\$ 104.90
				TOTAL	<u>\$ 104.90</u>
Bill Pmt -Check	5467	09/09/16	1099 Kathleen Irish	L0226 · EMPIRE NAT'L - PAYROLL	
Bill	09092016			9060 · MEDICAL INSURANCE	\$ 243.60
				TOTAL	<u>\$ 243.60</u>
Bill Pmt -Check	5468	09/09/16	1100 Madeline Sacco	L0226 · EMPIRE NAT'L - PAYROLL	
Bill	09092016			9060 · MEDICAL INSURANCE	\$ 104.90
				TOTAL	<u>\$ 104.90</u>

Bill Pmt -Check Bill	5469 09092016	09/09/16	1101 William Cicola	L0226 · EMPIRE NAT'L - PAYROLL	
				9060 · MEDICAL INSURANCE	\$ 104.90
				TOTAL	<u>\$ 104.90</u>
Bill Pmt -Check Bill	5470 09092016	09/09/16	1102 John R Verbesey	L0226 · EMPIRE NAT'L - PAYROLL	
				9060 · MEDICAL INSURANCE	\$ 209.80
				TOTAL	<u>\$ 209.80</u>
Bill Pmt -Check Bill	5471 09092016	09/09/16	1109 Prudential	L0226 · EMPIRE NAT'L - PAYROLL	
				L0172 · 403B PRUDENTIAL	\$ 1,500.00
				TOTAL	<u>\$ 1,500.00</u>
Bill Pmt -Check Bill	5472 453653	09/09/16	1112 The NYS Deferred Compensation Plan	L0226 · EMPIRE NAT'L - PAYROLL	
				L0173 · 457B NYS DEFERRED COMP	\$ 1,060.00
				TOTAL	<u>\$ 1,060.00</u>
Bill Pmt -Check Bill	5473 09092016	09/09/16	2922 Met Life	L0226 · EMPIRE NAT'L - PAYROLL	
				L0171 · 403B MET LIFE	\$ 2,218.00
				TOTAL	<u>\$ 2,218.00</u>
Bill Pmt -Check Bill	5474 09092016	09/09/16	CSEA Employee Benefit Fund	L0226 · EMPIRE NAT'L - PAYROLL	
				L0510 · CSEA POST TAX DENTAL	\$ 75.32
				L0520 · CSEA POST TAX VISION	\$ 14.13
				TOTAL	<u>\$ 89.45</u>

Bill Pmt -Check 5475 09/09/16 CSEA, Inc.
Bill 09092016

L0226 · EMPIRE NAT'L - PAYROLL	
L0500 · CSEA UNION DUES	\$ 2,629.69
TOTAL	<u>\$ 2,629.69</u>

GRAND TOTAL \$ 8,596.84

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
September 23, 2016

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt - Bill	EFT 09232016	09/23/16	1106 NYS Employees' Retirement System	L0226 · EMPIRE NAT'L - PAYROLL L0163 · RC ERS CONTRIBUTIONS L0161 · RL - ERS LOAN L0160 · RA - ERS ARREARS (VOLUNTA TOTAL	 \$ 2,403.56 \$ 1,464.00 \$ 342.40 <u>\$ 4,209.96</u>
Bill Pmt - Bill	EFT 7755106-7	09/23/16	Hartford Insurance Co	L0226 · EMPIRE NAT'L - PAYROLL L0196 · LONG TER 9055 · DISABILTY INSURANCE TOTAL	 \$ 179.66 \$ 1,599.27 <u>\$ 1,778.93</u>
Bill Pmt -Check Bill	5476 504	09/23/16	1103 State Of NY Dept of Civil Service	L0226 · EMPIRE NAT'L - PAYROLL 9060 · MEDICAL INSURANCE TOTAL	 \$ 68,694.76 <u>\$ 68,694.76</u>
Bill Pmt -Check Bill	5477 09232016	09/23/16	1109 Prudential	L0226 · EMPIRE NAT'L - PAYROLL L0172 · 403B PRUDENTIAL TOTAL	 \$ 1,500.00 <u>\$ 1,500.00</u>
Bill Pmt -Check Bill	5478 463705	09/23/16	1110 AFLAC	L0226 · EMPIRE NAT'L - PAYROLL L0625 · AFLAC PRE-TAX L0626 · AFLAC POST-TAX TOTAL	 \$ 1,861.72 \$ 450.50 <u>\$ 2,312.22</u>
Bill Pmt -Check Bill	5479 457866	09/23/16	1112 The NYS Deferred Compensation Plan	L0226 · EMPIRE NAT'L - PAYROLL L0173 · 457B NYS DEFERRED COMP TOTAL	 \$ 1,060.00 <u>\$ 1,060.00</u>

Bill Pmt -Check **5480** **09/23/16** **2922 Met Life**
Bill 09232016

L0226 · EMPIRE NAT'L - PAYROLL
L0171 · 403B MET LIFE \$ 2,218.00
TOTAL \$ 2,218.00

Bill Pmt -Check **5481** **09/23/16** **CSEA Employee Benefit**
Bill 09232016 **Fund**

L0226 · EMPIRE NAT'L - PAYROLL
L0510 · CSEA POST TAX DENTAL \$ 75.32
L0520 · CSEA POST TAX VISION \$ 14.13
TOTAL \$ 89.45

Bill Pmt -Check **5482** **09/23/16** **CSEA, Inc.**
Bill 09232016

L0226 · EMPIRE NAT'L - PAYROLL
L0500 · CSEA UNION DUES \$ 2,649.30
TOTAL \$ 2,649.30

GRAND TOTAL \$ 84,512.62

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)

AUGUST 2016

PREPARED & SUBMITTED BY:

CHRISTOPHER NOWAK
BUSINESS MANAGER

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY
Profit & Loss Budget Overview
 July through August 2016

			TOTAL			
			Jul 16	Aug 16	Jul - Aug 16	Budget
						\$ Over Budget
						% of Budget
Ordinary Income/Expense						
Income						
2000 · PROPERTY TAX REVENUES	0.00	0.00	0.00	9,214,000.00	-9,214,000.00	0.0%
2082 · FINES AND FEES	5,378.80	5,586.01	10,964.81	75,000.00	-64,035.19	14.62%
2360 · CONTRACTS WITH OTHER LIBR.	340,605.78	0.00	340,605.78	350,000.00	-9,394.22	97.32%
2401 · INTEREST	1,612.76	40.85	1,653.61	20,000.00	-18,346.39	8.27%
2650 · SALES OF EXCESS MATERIAL	43.00	49.50	92.50			
2670 · SALES OF BOOKS	0.00	374.16	374.16			
2690 · OTHER COMPENSATION	0.00	9.25	9.25			
2760 · SYSTEM & STATE AID	1.00	0.00	1.00	15,000.00	-14,999.00	0.01%
2771 · COPIER REVENUE - CONTRACT (R)	688.43	1,500.75	2,189.18	10,000.00	-7,810.82	21.89%
2771A · COPIER REVENUE - INHOUSE (N)	45.40	5.40	50.80			
2772A · ADULT-ADULT PRINTER	873.00	1,065.70	1,938.70			
2800 · Program Receipts						
2805 · Program Receipts - Adult	418.00	0.00	418.00			
2800 · Program Receipts - Other	0.00	0.00	0.00	15,000.00	-15,000.00	0.0%
Total 2800 · Program Receipts	418.00	0.00	418.00	15,000.00	-14,582.00	2.79%
2999 · Lost Books	0.00	90.87	90.87			
Total Income	349,666.17	8,722.49	358,388.66	9,699,000.00	-9,340,611.34	3.7%
Gross Profit						
	349,666.17	8,722.49	358,388.66	9,699,000.00	-9,340,611.34	3.7%
Expense						
6000 · SALARIES AND WAGES						
6141 · PROFESSIONAL SALARIES						

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY
Profit & Loss Budget Overview
 July through August 2016

	TOTAL					
	Jul 16	Aug 16	Jul - Aug 16	Budget	\$ Over Budget	% of Budget
6141A · PROFESSIONAL (ADULT)	68,365.50	46,232.88	114,598.38	731,520.00	-616,921.62	15.67%
6141C · PROFESSIONAL (C&P)	69,308.34	46,869.99	116,178.33	627,953.00	-511,774.67	18.5%
6141D · PROFESSIONAL (DIGITAL)	18,635.63	16,048.52	34,684.15	279,150.00	-244,465.85	12.43%
6141N · PROFESSIONAL (TEEN)	29,112.65	21,012.58	50,125.23	375,237.00	-325,111.77	13.36%
6141S · COMM SERV LIBR (SVC)	29,766.90	16,364.49	46,131.39	377,175.00	-331,043.61	12.23%
6141T · PROFESSIONAL (TECH)	23,253.74	14,711.58	37,965.32	198,070.00	-160,104.68	19.17%
Total 6141 · PROFESSIONAL SALARIES	238,442.76	161,240.04	399,682.80	2,589,105.00	-2,189,422.20	15.44%
6142 · CLERICAL SALARIES						
6142A · CLERICAL (ADULT)	34,673.59	24,024.16	58,697.75	345,712.00	-287,014.25	16.98%
6142C · CLERICAL (C&P)	23,279.11	15,331.56	38,610.67	243,167.00	-204,556.33	15.88%
6142D · CLERICAL (DIGITAL)	4,722.99	3,148.66	7,871.65	59,726.00	-51,854.35	13.18%
6142G · CLERICAL (GEN)	11,672.94	7,781.96	19,454.90	103,189.00	-83,734.10	18.85%
6142L · CLERICAL (LIT)	20,599.69	14,389.13	34,988.82	229,998.00	-195,009.18	15.21%
6142N · CLERICAL (TEEN)	9,439.44	7,154.22	16,593.66	85,461.00	-68,867.34	19.42%
6142R · CLERICAL (CIRC)	34,131.77	22,111.66	56,243.43	338,684.00	-282,440.57	16.61%
6142S · CLERICAL (SVC)	1,043.28	695.52	1,738.80	13,840.00	-12,101.20	12.56%
6142T · CLERICAL (TECH)	18,228.76	12,227.20	30,455.96	158,545.00	-128,089.04	19.21%
6142X · CLERICAL (WIRES)	1,301.38	404.86	1,706.24	12,925.00	-11,218.76	13.2%
Total 6142 · CLERICAL SALARIES	159,092.95	107,268.93	266,361.88	1,591,247.00	-1,324,885.12	16.74%
6143 · PAGE SALARIES						
6143A · PAGE (ADULT)	18,203.14	12,193.80	30,396.94	199,267.00	-168,870.06	15.25%
6143C · PAGE (C&P)	13,923.58	10,164.56	24,088.14	144,211.00	-120,122.86	16.7%
6143L · PAGE (LIT)	531.00	468.00	999.00	5,724.00	-4,725.00	17.45%
6143N · PAGE (TEEN)	2,083.50	1,183.50	3,267.00	21,144.00	-17,877.00	15.45%

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY
Profit & Loss Budget Overview
 July through August 2016

	TOTAL					
	Jul 16	Aug 16	Jul - Aug 16	Budget	\$ Over Budget	% of Budget
6143R · PAGE (CIRC)	3,224.25	2,333.25	5,557.50	33,390.00	-27,832.50	16.64%
6143T · PAGE (TECH)	5,057.27	3,259.48	8,316.75	48,790.00	-40,473.25	17.05%
Total 6143 · PAGE SALARIES	43,022.74	29,602.59	72,625.33	452,526.00	-379,900.67	16.05%
 6144 · CUSTODIAL						
6144G · CUSTODIAL	22,842.25	16,436.01	39,278.26	242,464.00	-203,185.74	16.2%
Total 6144 · CUSTODIAL	22,842.25	16,436.01	39,278.26	242,464.00	-203,185.74	16.2%
 6145 · SECURITY						
6145G · SECURITY	22,050.16	14,797.45	36,847.61	217,894.00	-181,046.39	16.91%
Total 6145 · SECURITY	22,050.16	14,797.45	36,847.61	217,894.00	-181,046.39	16.91%
 6146 · TECHNICIAN						
6146W · TECHNICAL (WIRES)	21,251.55	14,063.93	35,315.48	194,728.00	-159,412.52	18.14%
Total 6146 · TECHNICIAN	21,251.55	14,063.93	35,315.48	194,728.00	-159,412.52	18.14%
 6147 · ADMINISTRATIVE						
Total 6147 · ADMINISTRATIVE	37,570.57	20,043.48	57,614.05	276,277.00	-218,662.95	20.85%
 Total 6000 · SALARIES AND WAGES	544,272.98	363,452.43	907,725.41	5,564,241.00	-4,656,515.59	16.31%
 6200 · EMPLOYEE BENEFITS						
9010 · RETIREMENT	0.00	0.00	0.00	637,939.00	-637,939.00	0.0%
9030 · SOCIAL SECURITY	40,598.18	27,147.77	67,745.95	390,000.00	-322,254.05	17.37%
9040 · WORKERS' COMPENSATION	0.00	-5,687.65	-5,687.65	80,000.00	-85,687.65	-7.11%
9050 · UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	2,500.00	-2,500.00	0.0%

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY
Profit & Loss Budget Overview
 July through August 2016

	TOTAL					
	Jul 16	Aug 16	Jul - Aug 16	Budget	\$ Over Budget	% of Budget
9055 · DISABILTY INSURANCE	1,602.83	1,750.11	3,352.94	21,500.00	-18,147.06	15.6%
9060 · MEDICAL INSURANCE	59,301.00	61,911.09	121,212.09	762,459.00	-641,246.91	15.9%
9065 · MTA TRANSIT TAX	0.00	0.00	0.00	0.00	0.00	0.0%
Total 6200 · EMPLOYEE BENEFITS	101,502.01	85,121.32	186,623.33	1,894,398.00	-1,707,774.67	9.85%
6410A · BOOKS (ADULT)						
6410A.e · E-BOOKS (ADULT)	-1,253.57	0.00	-1,253.57			
6410A · BOOKS (ADULT) - Other	8,862.69	5,764.95	14,627.64	184,000.00	-169,372.36	7.95%
Total 6410A · BOOKS (ADULT)	7,609.12	5,764.95	13,374.07	184,000.00	-170,625.93	7.27%
6410C · BOOKS (C&P)						
6410C.e · E-BOOKS (C&P)	-157.00	0.00	-157.00			
6410C · BOOKS (C&P) - Other	5,182.05	3,921.78	9,103.83	119,500.00	-110,396.17	7.62%
Total 6410C · BOOKS (C&P)	5,025.05	3,921.78	8,946.83	119,500.00	-110,553.17	7.49%
6410L · BOOKS (LIT)	109.72	0.00	109.72	1,500.00	-1,390.28	7.32%
6410N · BOOKS (TEEN)						
6410N.e · E-BOOKS (TEEN)	-85.43	0.00	-85.43			
6410N · BOOKS (TEEN) - Other	752.46	227.80	980.26	27,000.00	-26,019.74	3.63%
Total 6410N · BOOKS (TEEN)	667.03	227.80	894.83	27,000.00	-26,105.17	3.31%
6410T · BOOKS (TECH)	0.00	0.00	0.00	900.00	-900.00	0.0%
6411A · MICRO/REF CD (ADULT)	2,625.00	6,212.50	8,837.50	46,000.00	-37,162.50	19.21%
6411C · MICRO/REF CD (C&P)	0.00	5,400.00	5,400.00	18,250.00	-12,850.00	29.59%
6411L · MICRO/REF CD (LIT)	0.00	0.00	0.00	0.00	0.00	0.0%
6411N · MICRO/REF CD (TEEN)	0.00	5,400.00	5,400.00	22,000.00	-16,600.00	24.55%

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY
Profit & Loss Budget Overview
 July through August 2016

	TOTAL					
	Jul 16	Aug 16	Jul - Aug 16	Budget	\$ Over Budget	% of Budget
6412A · RECORDINGS (ADULT)	2,459.25	3,283.07	5,742.32	47,200.00	-41,457.68	12.17%
6412C · RECORDINGS (C&P)	390.94	562.44	953.38	10,000.00	-9,046.62	9.53%
6412L · RECORDINGS (LIT)	0.00	0.00	0.00	0.00	0.00	0.0%
6412N · RECORDINGS (TEEN)	606.65	798.44	1,405.09	10,000.00	-8,594.91	14.05%
6413A · PERIODICALS (ADULT)	0.00	689.98	689.98	33,000.00	-32,310.02	2.09%
6413C · PERIODICALS (C&P)	0.00	0.00	0.00	6,325.00	-6,325.00	0.0%
6413D · PERIODICALS (ADM)	0.00	0.00	0.00	1,000.00	-1,000.00	0.0%
6413G · PERIODICALS (GEN)	0.00	0.00	0.00	1,200.00	-1,200.00	0.0%
6413L · PERIODICALS (LIT)	196.90	0.00	196.90	0.00	196.90	100.0%
6413N · PERIODICALS (TEEN)	0.00	0.00	0.00	2,590.00	-2,590.00	0.0%
6413T · PERIODICALS (TECH)	0.00	0.00	0.00	250.00	-250.00	0.0%
6413W · PERIODICALS (WIRES)	0.00	0.00	0.00	150.00	-150.00	0.0%
6417A · VIDEOS (ADULT)	7,509.43	6,182.00	13,691.43	135,000.00	-121,308.57	10.14%
6417C · VIDEOS (C&P)	515.02	2,125.30	2,640.32	53,000.00	-50,359.68	4.98%
6417L · VIDEOS (LIT)	0.00	0.00	0.00	200.00	-200.00	0.0%
6417N · VIDEOS (TEEN)	655.37	528.45	1,183.82	6,000.00	-4,816.18	19.73%
6419G · SOFTWARE (GEN)	4,800.00	1,920.00	6,720.00	1,200.00	5,520.00	560.0%
6419N · SOFTWARE (TEEN)	0.00	0.00	0.00	1,500.00	-1,500.00	0.0%
6419T · SOFTWARE (TECH)	0.00	0.00	0.00	3,000.00	-3,000.00	0.0%
6419W · SOFTWARE (WIRES)	0.00	0.00	0.00	16,000.00	-16,000.00	0.0%
6428D · MISCELLANEOUS	0.00	0.00	0.00	2,500.00	-2,500.00	0.0%
6429C · REALIA (C&P)	549.94	573.58	1,123.52	4,500.00	-3,376.48	24.97%
6429L · REALIA (LIT)	0.00	0.00	0.00	0.00	0.00	0.0%
6430G · OFFICE AND LIBRARY SUPPLIES	4,964.49	3,803.62	8,768.11	90,000.00	-81,231.89	9.74%
6431D · TELECOMMUNICATIONS	12,413.28	4,368.00	16,781.28	54,500.00	-37,718.72	30.79%
6432G · CARTAGE	250.38	250.38	500.76	3,250.00	-2,749.24	15.41%

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY
Profit & Loss Budget Overview
 July through August 2016

	TOTAL					
	Jul 16	Aug 16	Jul - Aug 16	Budget	\$ Over Budget	% of Budget
6433G · POSTAGE	3,316.27	4,834.19	8,150.46	56,000.00	-47,849.54	14.55%
6434A · PRINTING (ADULT)	0.00	21.98	21.98	4,275.00	-4,253.02	0.51%
6434C · PRINTING (C&P)	0.00	21.98	21.98	7,000.00	-6,978.02	0.31%
6434G · PRINTING (GEN)	6,581.00	6,791.96	13,372.96	100,000.00	-86,627.04	13.37%
6434L · PRINTING (LIT)	0.00	65.76	65.76	500.00	-434.24	13.15%
6434N · PRINTING (TEEN)	0.00	43.96	43.96	6,000.00	-5,956.04	0.73%
6434R · PRINTING (CIRC)	0.00	21.98	21.98	6,500.00	-6,478.02	0.34%
6434S · PRINTING (COMM SRV)	0.00	150.00	150.00	5,000.00	-4,850.00	3.0%
6435A · CED, CONF & TRAVEL (ADULT)	701.20	435.00	1,136.20	4,000.00	-2,863.80	28.41%
6435C · CED, CONF & TRAVEL (C&P)	148.98	785.00	933.98	5,250.00	-4,316.02	17.79%
6435D · CED, CONF & TRAVEL (ADM)	61.55	-75.00	-13.45	7,500.00	-7,513.45	-0.18%
6435Dig · CED, CONF & TRAVEL (DIGITAL)	0.00	0.00	0.00	5,000.00	-5,000.00	0.0%
6435G · CED, CONF & TRAVEL (GEN)	0.00	0.00	0.00	3,000.00	-3,000.00	0.0%
6435L · CED, CONF & TRAVEL (LIT)	0.00	85.00	85.00	7,000.00	-6,915.00	1.21%
6435N · CED, CONF & TRAVEL (TEEN)	68.49	541.85	610.34	6,000.00	-5,389.66	10.17%
6435R · CED, CONF & TRAVEL (CIRC)	0.00	85.00	85.00	3,000.00	-2,915.00	2.83%
6435S · CED, CONF & TRAV (COMM SRV)	632.71	785.00	1,417.71	3,000.00	-1,582.29	47.26%
6435T · CED, CONF & TRAVEL (TECH)	18.50	0.00	18.50	2,950.00	-2,931.50	0.63%
6435W · CED, CONF & TRAVEL (WIRES)	0.00	0.00	0.00	4,000.00	-4,000.00	0.0%
6436 · CONTRACTS	0.00	0.00	0.00	100,000.00	-100,000.00	0.0%
6437A · PROGRAMS (ADULT)	4,907.28	4,157.43	9,064.71	66,000.00	-56,935.29	13.73%
6437C · PROGRAMS (C&P)	6,700.83	10,545.99	17,246.82	75,000.00	-57,753.18	23.0%
6437D · PROGRAMS (DIGITAL)	120.00	90.00	210.00	10,000.00	-9,790.00	2.1%
6437L · PROGRAMS (LIT)	1,802.48	4,809.90	6,612.38	75,000.00	-68,387.62	8.82%
6437N · PROGRAMS (TEEN)	3,686.92	5,335.19	9,022.11	60,000.00	-50,977.89	15.04%
6437P · PROFESSIONAL FEES						

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY
Profit & Loss Budget Overview
 July through August 2016

	TOTAL					
	Jul 16	Aug 16	Jul - Aug 16	Budget	\$ Over Budget	% of Budget
643760 · PLANTINGS	150.00	150.00	300.00	1,800.00	-1,500.00	16.67%
643765 · PROMOTION AND PUBLICITY	1,239.28	195.00	1,434.28	30,000.00	-28,565.72	4.78%
643770 · CONTINGENCY	0.00	0.00	0.00	2,500.00	-2,500.00	0.0%
6437P01 · ACCOUNTANT/AUDITOR	0.00	0.00	0.00	17,000.00	-17,000.00	0.0%
6437P02 · AUDITOR	0.00	0.00	0.00	6,000.00	-6,000.00	0.0%
6437P10 · ELECTION	0.00	0.00	0.00	5,000.00	-5,000.00	0.0%
6437P11 · FSA ADMINISTRATION	136.00	136.00	272.00	1,600.00	-1,328.00	17.0%
6437P12 · PAYROLL SERVICES	1,422.78	1,405.81	2,828.59	22,000.00	-19,171.41	12.86%
6437P13 · ARMORED CAR SERVICE	167.20	167.20	334.40	1,944.00	-1,609.60	17.2%
6437P14 · PIANO TUNING	0.00	0.00	0.00	0.00	0.00	0.0%
6437P15 · DOCUMENT MANAGEMENT/DESTRUCTION	0.00	152.24	152.24			
6437P16 · STAFF BACKGROUND SCREEN	235.90	353.75	589.65	5,000.00	-4,410.35	11.79%
6437P17 · TRANSLATION SERVICES	0.00	0.00	0.00	500.00	-500.00	0.0%
6437P3 · APPRAISAL SERVICES	210.00	0.00	210.00	0.00	210.00	100.0%
6437P4 · ATTORNEY	9,076.94	1,416.66	10,493.60	34,500.00	-24,006.40	30.42%
6437P5 · BACKFLOW INSPECTION	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	0.0%
6437P7 · COLLECTION AGENCY	232.70	232.70	465.40	2,200.00	-1,734.60	21.16%
6437P8 · DENITE SYSTEMS ANALYSIS	0.00	0.00	0.00	400.00	-400.00	0.0%
6437P9 · EAP	0.00	7,560.00	7,560.00	7,500.00	60.00	100.8%
Total 6437P · PROFESSIONAL FEES	12,870.80	11,769.36	24,640.16	138,094.00	-113,453.84	17.84%
6438 · DUES	0.00	0.00	0.00	5,000.00	-5,000.00	0.0%
6439A · EQUIPMENT R & M (ADULT)	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	2,000.00	-2,000.00	0.0%
6439G · EQUIPMENT R & M (GEN)	5,749.63	3,383.52	9,133.15	35,000.00	-25,866.85	26.1%

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY
Profit & Loss Budget Overview
 July through August 2016

	TOTAL					
	Jul 16	Aug 16	Jul - Aug 16	Budget	\$ Over Budget	% of Budget
6439N · EQUIPMENT R & M (TEEN)	10.00	10.00	20.00	200.00	-180.00	10.0%
6439R · EQUIPMENT R & M (CIRC)	0.00	11,367.25	11,367.25	55,000.00	-43,632.75	20.67%
6439T · EQUIPMENT R & M (TECH)	0.00	0.00	0.00	500.00	-500.00	0.0%
6439W · EQUIPMENT R & M (WIRES)	378.81	378.81	757.62	26,000.00	-25,242.38	2.91%
6450E · ELECTRICITY	16,644.40	12,332.48	28,976.88	135,000.00	-106,023.12	21.46%
6450F · FUEL/GAS	52.50	223.04	275.54	15,000.00	-14,724.46	1.84%
6450W · WATER	0.00	314.25	314.25	1,600.00	-1,285.75	19.64%
6451G · CUSTODIAL SUPPLIES	1,040.20	1,036.67	2,076.87	19,000.00	-16,923.13	10.93%
6452G · BLDG ALTERATION AND MAINT	3,390.14	3,038.96	6,429.10	54,477.00	-48,047.90	11.8%
6454 · INSURANCE	64,667.82	-3,346.53	61,321.29	65,000.00	-3,678.71	94.34%
6485G · Bank Fees	143.89	-25.00	118.89			
6700 · TAN INTEREST	0.00	0.00	0.00	0.00	0.00	0.0%
7203 · EQUIPMENT - Capital Purchases						
7203A · EQUIPMENT ADULT	0.00	0.00	0.00	3,500.00	-3,500.00	0.0%
7203C · EQUIPMENT C & P	0.00	731.94	731.94	5,000.00	-4,268.06	14.64%
7203D · EQUIPMENT ADMIN	0.00	0.00	0.00	2,500.00	-2,500.00	0.0%
7203G · EQUIPMENT BUS OFF	0.00	0.00	0.00	4,500.00	-4,500.00	0.0%
7203L · EQUIPMENT LITERACY	0.00	593.40	593.40			
7203N · EQUIPMENT TEEN	575.16	0.00	575.16	3,000.00	-2,424.84	19.17%
7203R · EQUIPMENT CIRC	0.00	0.00	0.00	1,000.00	-1,000.00	0.0%
7203T · EQUIPMENT TECH	757.94	0.00	757.94	2,000.00	-1,242.06	37.9%
7203W · EQUIPMENT WIRE	780.16	720.00	1,500.16	140,000.00	-138,499.84	1.07%
7203 · EQUIPMENT - Capital Purchases - Other	129.47	0.00	129.47			
Total 7203 · EQUIPMENT - Capital Purchases	2,242.73	2,045.34	4,288.07	161,500.00	-157,211.93	2.66%
Total Expense	833,059.69	582,646.36	1,415,706.05	9,699,000.00	-8,283,293.95	14.6%

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY
Profit & Loss Budget Overview
 July through August 2016

	TOTAL					
	Jul 16	Aug 16	Jul - Aug 16	Budget	\$ Over Budget	% of Budget
Net Ordinary Income	-483,393.52	-573,923.87	-1,057,317.39	0.00	-1,057,317.39	100.0%
Other Income/Expense						
Other Expense						
7500 - BUILDING IMPROVEMENTS	8,681.10	6,308.93	14,990.03			
Total Other Expense	8,681.10	6,308.93	14,990.03			
Net Other Income	-8,681.10	-6,308.93	-14,990.03	0.00	-14,990.03	100.0%
Net Income	-492,074.62	-580,232.80	-1,072,307.42	0.00	-1,072,307.42	100.0%

MMSCL
Operating Funds Monthly Report
August 2016

INSTITUTION	PURPOSE	BALANCE FORWARD	DEPOSITS	DISBURSEMENTS	INTEREST	ENDING BALANCE
Empire Nat'l Bank	MONEY MARKET	\$ 3,078,013.76	\$ 19,383.77	\$ 685,036.80	\$ 1,210.23	\$ 2,413,570.96
Empire Nat'l Bank	CREDIT CARD M.M.	\$ 446,905.54	\$ 2,154.09	\$ 128.95	\$ 189.83	\$ 449,120.51
Empire Nat'l Bank	OPERATING	\$ 132,539.04	\$ 231,017.40	\$ 89,900.69	\$ 40.85	\$ 273,696.60
Empire Nat'l Bank	PAYROLL	\$ 49,560.73	\$ 454,283.37	\$ 404,564.54	\$ -	\$ 99,279.56
						<u>\$ 3,235,667.63</u>

INSTITUTION	PURPOSE	MATURITY DATE	TERM	RATE	BALANCE
Capital One Bank	Denitrification System	September 28, 2016	12 Months	0.05%	\$ 15,000.00
TOTAL INVESTMENTS:					<u>\$ 15,000.00</u>
TOTAL CASH & INVESTMENTS:					<u><u>\$ 3,250,667.63</u></u>

MASTICS-MORICHES-SHIRLEY COMMUNITY
LIBRARY

CAPITAL FUND FINANCIAL REPORT

AUGUST 2016

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-16		\$ 5,573,630.87	\$ 2,360.42	\$ -	\$ 5,575,991.29
August-16		\$ 5,575,991.29	\$ 2,361.42	\$ -	\$ 5,578,352.71
Grand Total :					\$ 5,578,352.71

Director's Report -September 2016

“Y” we need a solution for our library facility



As you can see the “Y” in Community partially fell from the front sign on the Library building. We are working to repair it but I think it is a powerful visual image that could be utilized as we move forward with the communication with our residents as to the challenges we face with our library facility. Although the letter can be repaired it can be seen as a symbol of our current state.

I remind the board and our residents that our staff faces many challenges serving our community from our current facility. It is not just the lack of adequate parking, the poor temperature control in the building, the lack of insulation, the asbestos above the ceiling, the incredibly inefficient thermal envelope and lack of insulation of the building driving high energy costs, etc. Although all these items need solutions it is the lack of adequate electrical outlets, the antiquated technology infrastructure, the shortage of quiet areas and small group spaces as well as large flexible meeting spaces, and the inflexibility of our public spaces that challenges our staff to find workarounds for the modern needs of our residents.

As we toured the Longwood Library again last week as part of the legislative breakfast I was struck by the inequity our residents face when comparing facilities. This community deserves a

better library facility and it is our job to find a way to provide it, with their assistance. Thank you for all the work you are doing as Board members to work through this process.

Library administrators and Board members, along with the community, have been trying to solve our facility problems for 17 years so far. Let's make 2017 the year we move to propose a project that meets with our resident's approval a reality.

Painting Project & Carpet Project

The painting and wall repair work is continuing throughout the library. We are starting with both the carpet and paint work in the large meeting rooms so the public and staff using the space see one section of the library completely finished. Painting work will continue throughout the building in coordination with the carpet replacement project. Sandpebble is assisting with the coordination of trades and supervision of the project.

Our electrician is working on bringing in a sledgehammer to trench a spot in the main floor outside my office to bury an electrical cord in the slab floor that has been sitting on top of the floor and secured with duct tape for years. Just a reminder that although the demand for outlets and electricity in public spaces has increased tenfold due to patrons bringing their own devices our inflexible (concrete slab) floors do not allow us to meet the demand).

Carpeting will be done at night so we are anticipating little to no disruption to the public. Staff will be displaced from their offices for a period of time during each phase for furniture removal, carpet replacement, and painting. We are encouraging our employees to work their back office hours at the Herkimer Technology Lab or to grab a laptop and work in the staff lounge or at public tables. In addition, we have a number of staff workstations that are not in use all the time due to retirements and/or part-time work shifts. Employees will be able to use these spaces. I am also setting up a few tables in my office to increase the options for employees to share space.

Signage is being created to inform our customers of the ongoing work. We are excited to bring this project to a close.

The carpet replacement schedule is as follows:

Work to be scheduled at night

- Week of September 26, 2016:
Meeting room A/B/ C- 2 weeks
- October 4, 2016: duration 2 weeks.
Children's Room and Offices

- October 20th, 2016: 2 weeks.
Teen Area, Literacy, Tech Services, and Offices and Meeting Rooms D and E
- November 3, 2016: 4 weeks
Main Floor and Offices
- December 1, 2016: 3 weeks.
Admin Area offices.

Technology Project: Video Wall & Grant

The equipment for the project is on order. Additional electrical outlets are being installed on the wall to support the demand of the system. We hope to utilize the video wall to promote library programs, showcase local history, provide opportunities for virtual art gallery exhibitions, inform residents of issues of local importance, showcase local businesses and provide opportunities for local residents to display digital content they created through our programs. We are very thankful that Senator Croci secured a \$10,000 grant for the project. Senator Croci continues to be very supportive our public libraries in his district and we are very grateful for his efforts on our behalf.

Suggested Reading

Please take an opportunity to review the recently released Pew Research Center report:

Libraries 2016

<http://www.pewinternet.org/2016/09/09/libraries-2016/>

Recent News

Board trustee Wendy Gross pictured with WFSD Superintendent Kevin Coster at a reading program Trustee Gross developed for the Community Library.



As pictured in Newsday 9/1/6/16

Teachers in the William Floyd School District, in collaboration with the Mastic-Moriches-Shirley Community Library, offered the "Teachers' Story Corner" Summer Reading Program two days a week this summer. Photo Credit: William Floyd School District

Suffolk County Library Association Legislative Breakfast



We attended the annual legislative breakfast at the Longwood Public Library. In addition to taking an opportunity to thank our local elected officials for their work in support of our vibrant libraries, we had an added bonus of being able to tour the new 45,000 square foot facility. Longwood recently underwent an 18 million dollar renovation and expansion on their facility. The building is sited on a site close to 5 acres large with ample parking. The interior of the building offers beautiful and technology rich spaces for adults, children, and teens. Their outside reading terrace is a great addition. I highly encourage both community members and

staff to visit this facility. It reminds us that we are one of the only large public libraries in Suffolk County that has not been remodeled and/or expanded in the last number of years. Pictured in the new meeting room is Senator LaValle, Assemblyman Thiele, Board President Jim Mazarella and Assemblyman Dean Murray. Head of Digital Services Nick Tanzi can be seen in the background speaking with another Library Director.

Statistics – August Highlights

Top 5 Items for August



[Star Wars: the Force Awakens](#)
[\[videorecording DVD\]](#)



[The Revenant](#)
[\[videorecording DVD\]](#)



[Deadpool](#)
[\[videorecording DVD\]](#)



[Dirty Grandpa](#)
[\[videorecording DVD\]](#)



[Eye in the Sky](#)
[\[videorecording DVD\]](#)

Numbers for our Fiscal Year

57,504

Visits

Total patron visits so far for 2016-2017

August 2016

[Hours & directions](#)

74,293

Website Visits

Total visits to Communitylibrary.org so far for 2016-2017

August 2016

105,102

Items checked-out or renewed

Total items checkedout or renewed so far for 2016-2017

August 2016

[Search our catalog](#)

14,313

Computer logins

Patron computer use so far for 2016-2017

August 2016

12,218

Digital Downloads

Includes music, movies, eBooks, eAudiobooks, and eMagazines

August 2016

[Digital Downloads](#)

529

New Card Holders

so far for 2016-2017

August 2016

[Get a card](#)

12,188

Program Attendance

so far for 2016-2017

August 2016

[Register for a program](#)

4,200

Public Copy Room

Total copy, fax, and e-mails jobs sent from our public copiers (2016-2017)

August 2016

Meetings Attended:

- Rotary Club Meetings and Rotary Pancake Breakfast @ Applebees
- PLDA Legislative Breakfast - Longwood Library
- SCLS Member Director's Meeting – Longwood Library
- Long Island Library Resources Council Board Meeting – Farmingdale Library
- Meetings with Assemblyman Thiele (Bridgehampton) and Assemblyman Murray (Medford)

- **Library Advisory Council Meetings – MMSCL**

Upcoming Events & Meetings

- **Suffolk County Library System – Open House October 5, 2016.**
- **WFSD Homecoming Parade**
- **WFSD PTO Meetings**
- **Internet Librarian Conference**

	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)	28,960	28,544											57,504	57,817
Website Visits	37,736	36,557											74,293	90,439
Adult	2,893	3,500											6,393	7,232
Children's	1,000	800											1,800	3,227
Teen	618	5,724											6,342	1,695
Program Calendar	1,931	1,417											3,348	10,278
Library Link	261	305											566	607
CommunityLibrary.org	20,078	19,748											39,826	43,181
Facebook													-	27,302
Circulation	52,240	52,862	-	-	-	-	-	-	-	-	-	-	105,102	118,565
Staff assisted checkouts & renewals	24,782	25,566											50,348	56,404
Express Lane Checkouts & renewals	14,110	14,058											28,168	36,458
Renewals by patrons (web)	6,903	7,344											14,247	15,608
Museum Pass Checkouts	71	50											121	159
eBook Checkouts	2,852	2,817											5,669	4,871
Movie Streams/Downloads	292	296											588	335
Music Streams/Downloads	2,422	1,885											4,307	2,798
eAudiobook Checkouts	808	846											1,654	1,357
eMagazine Checkouts													-	575
ILLs out	2,106	2,047											4,153	5,223
ILLs in	1,831	1,917											3,748	4,506
Holds	4,774	4,934											9,708	11,893
Filled Holds	3,863	3,830											7,693	9,354
New Library Cards	282	247											529	638
New/Renewed Contract Patrons	436	11											447	345
Computer Usage	7,667	6,646	-	-	-	-	-	-	-	-	-	-	14,313	10,691
Adult	3,251	2,952											6,203	7,283
Children's	869	700											1,569	1,989
Teen	538	527											1,065	1,419
Public Wireless	3,009	2,467											5,476	
Fax/Copy/email service	1,978	2,222											4,200	-
Reference Questions	2,348	2,084	-	-	-	-	-	-	-	-	-	-	4,432	-
Adult	1,442	1,327											2,769	4,349
Children's	906	757											1,663	2,040
Teen													-	1,953
Chat Reference													-	169
Other Questions	3,995	4,053	-	-	-	-	-	-	-	-	-	-	8,048	-
Adult	1,787	2,422											4,209	9,046
Children's	2,208	1,631											3,839	3,931
Teen													-	4,071
Programs, In-House Attendance	5,178	4,380	-	-	-	-	-	-	-	-	-	-	9,558	-
Programs, In-House Sessions	304	340	-	-	-	-	-	-	-	-	-	-	644	11,189
Adult	1,911	984											2,895	665
Adult # of Sessions	116	137											253	2,103
Children's	1,676	1,551											3,227	140
Children's # of Sessions	86	78											164	5,000
Teen													-	162
Teen # of Sessions													-	1,460
Community Services													-	156
Community Services # of Sessions													-	-
Outside Organizations	1,591	1,845											3,436	-

[illegible]

MEMO

To: Board of Trustees
From: Tara D'Amato, Assistant Director
Date: September 2016 Monthly Board Report

Administrative

- Reviewed application materials for 4 page position openings and 2 library assistant openings. Vetted resumes against job descriptions and required qualifications.
- Organized documentation for two personnel matters and reviewed with legal counsel. Met with staff, department head and Union representative.
- Kept minutes for Mastic Shirley Chamber of Commerce as part of elected secretary duties. Convened planning subcommittee for upcoming children's Halloween event.
- Worked with library staff in children, teen and adult to plan our attendance at the annual Bookmobile Conference in Kentucky this coming October. We are excited to be able to bring together key staff who deliver outreach services to this conference to actually tour some real bookmobiles. While the library van has been amazingly versatile in
- Continued planning work with the Board and Director Rosalia on the library facility project, including attending meeting with Brookhaven Town officials.

Community Service

Our time spent out in the community at various functions underscores how important the library is as a community center. Residents enjoy attending festivals, as it is a chance to come together in celebration, interacting with others in a fun, casual environment. A festival creates a "third space": the not-home, not-work space that is so vital as part of a community experience. Our communities have no other place, aside from outdoor festivals in the summer and fall, and the library, where people are free to come and go as they please in a communal setting. While many patrons tell us how much they love using the library spaces, whether it is to interact with their children or making use of our

many recreational and educational programs - I can only imagine how much *more* our library would be used if we had outdoor spaces as well as larger meeting rooms to be able to facilitate community gatherings. Not a month goes by at a Chamber of Commerce meeting without hearing a need for a conference type facility in the community, where several hundred people can easily gather. From the growing theater arts community group who wishes for a stage and auditorium that is freely available for the public, to the local businesses who wish to be able to host expos and conferences - a modern library facility with ample meeting room, parking and yard space could serve *so many varied* community needs. There simply is no other space in our community that can serve these functions, and no other organization that is dedicated to overseeing and stewarding the use of shared resources like the library.

- The **Chamber of Commerce of the Mastics and Shirley** is planning a Dream Vacation Raffle for a voucher worth \$2500 as a fundraiser. Only 600 tickets will be sold. We are excited to announce that the tickets will be sold online, as we now have ecommerce working on the chamber website! Visit <https://masticshirleychamber.org/product/2500-dream-vacation-affle/> to enter to win and support all the work of the Chamber in promoting local businesses.
- Both the **Annual Blue Claw Crab Festival and Pattersquash Creek Harvest Festival** were successful, with beautiful summer weather and large crowds. We gave away free hardcover children's books to meet our literacy outreach mission of having every local child build a home library with books of their choice. Each year, families enjoy making simple ocean-themed crafts together at our Crab Fest booth, one of the only booths offering a free activity for children. This is always a welcome diversion for young families, who are already paying for food, face painting and other activities at these festivals.
- This year for the first time, the school district is inviting community agencies to march in the **homecoming parade**. We are, of course, delighted to show our Floyd Strong spirit and are planning to have a large staff showing at the event to represent the Community Library.

Friends of the Arts

- Auditions took place for one of two **Middle School** musicals this year – Elf Jr. will be showing at Wm. Paca on November 18th, 19th and 20th, expanding the reach of the **Friends of the Arts** partnership with the **Community Summit Theater Committee** to younger students. This time, all principle cast parts will be double-cast, and each child will have a

chance to act a complete show. This effectively doubles the participation rate for the musical.

Outreach Services – submitted by Erika Irish, Community Services Librarian

Blue Claw Crab Festival

On Sunday, August 28th we attended the Blue Claw Crab festival in Mastic Beach. We interacted with many families and had books plus crafts for the children. Our selection featured books appropriate for young children through teenagers. The children enjoyed making crab themed crafts. We gave away about 200 books and saw at least 400 people. Festival attendees are always happy to see that the library is active in the community by sponsoring a tent and having staff available to interact with them in a casual atmosphere.



Pattersquash Creek Harvest Festival

On Saturday, September 17 we attended the Pattersquash Creek Harvest Festival on Neighborhood Road in Mastic Beach. This event was very well attended. We gave out books and the children could make book marks to go along with their selection. We were a very popular tent! So popular, in fact, that we ran out of books and had to come back to the building for more, twice. We gave away more than 400+ books and each child was thrilled to take home a beautiful hardcover title of their choosing.



MMSCL CIRCULATION SERVICES DEPARTMENT



September 2016 Board Report by DH Anne Marie Hofmann
STATISTICAL INFORMATION FOR THE MONTH OF **August 2016**

TOTAL Circulation Activity: 52,862 +

(Due to system issue Digital Services could not relay
e-magazine data prior to publication of this report)

Activity Breakdown

Staff Assisted Checkouts: 25,566

Patron Self Checkouts: 14,058

Online Renewals: 7,344

Digital Checkout Breakdown

eBooks— 2,817

Movie Streams— 296

Music Streams— 1,885

eAudiobooks— 846

eMagazines— n/a

Museum Pass Breakdown

Museum Passes Reserved: 86

Checked Out: 50

Cancelled/No Show: 36

Physical Visitors: ? Current Card Holders: 41,956

NEW Library Cards Issued: 247

District Patrons: **236** Contract Patrons: **11**

Meeting Room Usage:

Rooms booked by district organizations including Tutors: 125

Community residents including students in attendance: 1,845

SMS Alerts - Text Notifications: Currently 1,135

Online Temporary Self Registration: Currently 4

MMSCL CIRCULATION SERVICES DEPARTMENT

Page 2



The Purificato Family dropped of this lovely thank you for the staff. Unfortunately, the family is moving to Queens and will miss MMSCL very much and this is their way of saying so.

Everyone loves a Thank you!

ENL Summer Olympics

Our last summer family literacy class on August 18, was in honor of the recent summer Olympics in Rio de Janeiro. Joining the intermediate and beginner level classes together, our two expert instructors, Joe O'Connor and Randi Piper-Gebhard held Literacy Olympic Games. Dividing the students into six groups, tables worked together answering a variety of questions including a "What's in the Box" play off, (awesome for increasing vocabulary). Teams were excited and delighted as they received gold, silver or bronze medals. What a great way to celebrate cultural diversity right here in Shirley.



Outreach

Literacy staff welcome the opportunity to get out in the community and talk about all the advantages of being a student in the literacy program. They quite often find new families to educate about how important it is to their children's development to immerse their toddlers in English. They also talk about the social and educational benefits their ENL school age children receive by attending classes with their parents in the evenings at William Floyd High School. They discuss how knowing more or improved English can help with getting a better job or becoming a United States Citizen.

Many of our literacy personnel know firsthand what it's like to be a newcomer. They enjoy welcoming folks to our tri-hamlet area and find that residents are amazed at all the things one can do with a library card. As fall literacy classes are getting underway we realize how successful our outreach efforts have been. Since July 1, over 220 adults have applied for literacy services, and we couldn't be happier.



16th Annual 5K Run for Literacy

September 10, brought a nice warm, (some say hot), day in which 344 people crossed the finish line at Smith Point County Park. Opening the ceremony were two amazing young women, Sarah Gross and Sarah Mazzarella, singing our National Anthem. It was so well sung and so quiet you could have heard a pin drop.

Brookhaven Town Supervisor, Ed Romaine and Suffolk County Legislator Kate Browning expressed how proud they were of the library and the literacy program and thanked the runners for coming out to support our cause.

After 16 years of watching the run develop it's clear to see that it's an event that runners truly look forward to. Even the Hampton Bays 5K/10K on the same day didn't keep our "regulars" away. Seeing one of our youngest Shirley residents, 8 year old Kaleb Mejia, win a medal, was as they say, "Priceless".

Believe it or not, it's almost time to start planning next year's 5K run.



English as a New Language Fall Program

Morning and evening classes are up and running. To say the literacy office is busy, is an understatement. New learners are signing up and returning students are coming in to update their information and get their class schedules. We're happy to report that many of our dedicated pupils have advanced to the next level of instruction. We're still seeing new arrivals who speak little to no English. Hopefully they'll be moving up next year too.



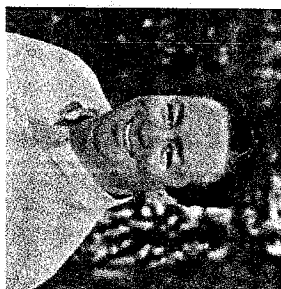
REPORT OF PERSONNEL CHANGES SUFFOLK COUNTY DEPARTMENT OF CIVIL SERVICE					DATE PREPARED: 09/26/16	
JURISDICTION: MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY						PAGE 1 OF 1
NATURE OF CHANGE	NAME AND ADDRESS POSITION CONTROL #	TITLE	SALARY	IF PT, INCL # OF HRS/WK & PROJECTED ANNUAL SALARY	EFFECTIVE DATE	DUTIES STATEMENT # OR NAME OF PREVIOUS INCUMBENT
APT	Phillips, Rebecca	Page	\$9.00/hr		09/21/16	
APT	Sylvert, Michelle	Page	\$9.00/hr		09/21/16	
RL	Palmieri, Matthew	Library Clerk	\$14.49/hr	Under 17.5	09/06/16	
A	Palmieri, Matthew	Library Clerk	\$18,837.00	25 hrs/wk	09/07/16	16EL305
RL	Henrich, John	Page	\$9.00/hr		09/20/16	
APT	Henrich, John	Library Clerk	\$13.13/hr	Under 17.5	09/21/16	
APT	Gabrell, Mary	Library Clerk	\$13.13/hr	Under 17.5	10/05/16	
RL	Maldonado, Hillary	Library Assistant	\$19.67/hr	Under 17.5	10/04/16	
A	Maldonado, Hillary	Library Assistant	\$38,523.38	35 hrs/wk	10/05/16	16EL304
LA	Swensen, Rachel	Library Clerk	\$14.49/hr		10/17/16	10/17/16-01/17/17
LA	McLeod, Barbara	Senior Library Clerk	\$47,185.50		09/10/16	09/10/16-10/31/16
DID YOU:				1. Submit a Duties Statement for all new positions or when refilling those for which DS 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				DI S APPROVED		
<input type="checkbox"/> APPROVED AS NOTED				Signature of Appointing Authority		

CONFERENCE OVERVIEW

Thursday Evening, October 20, 2016

Reception and Dinner: 5:30PM

Dinner Speaker:



Bill Brennan, Ed.D

Dr. Bill Brennan is the lead innovator (Respectful Disruptor) in Farmingdale Public Schools and Co-Founder of School Leadership 2.0—A Global Knowledge Network for School Leaders.

Presenting

Knowledge Sharing Through Technology

Friday, October 21, 2016

Registration/Continental Breakfast: 8:30AM

Welcome: 9:00AM

Guest Speakers:

Pablo Calvi

Stony Brook University

Keri Willette

Metropolitan New York Library Council (METRO)

Jim Milliet

Publishers Weekly

Tom Jacobson

Third Chapter Partners

25th Annual Conference on Libraries and the Future

Open for Business:

Rethinking Relevance and Reality

October 20th & 21st—Carlyle on the Green, Bethpage State Park, Farmingdale, NY



SESSION	EARLY BIRD	REGULAR	ONSITE	TOTAL
	By 9/19/16	9/20/16 & After		ENCLOSED
Thursday & Friday: Full conference package*	\$135	\$165	\$190	
Thursday night dinner only	\$45	\$75	\$110	
Friday session only	\$110	\$130	\$165	
I would like .6 CEU credit (Full Conference on Friday only, no charge)				

First time attendees—10% discount

*Full conference package includes dinner on Thursday, October 20th, 5:30 p.m. & full day conference, which includes continental breakfast and lunch, on Friday October 21st, 8:30 a.m.

Conference registration may be split between two people.

Contact LILRC for special student rates.

Name	_____	Phone	_____
Institution	_____	Fax	_____
Address	_____	E-mail	_____

Please make checks payable to LILRC. Please mail or fax the registration form to:

Connie Litcher, L. I. Library Resources Council

627 N. Sunrise Service Rd.

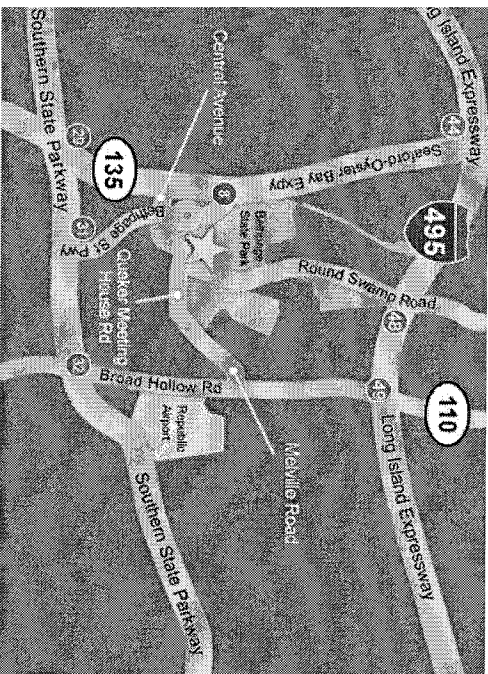
Bellport NY 11713-1540

Phone: 631-675-1570 x:201 Fax: 631-675-1573 E-mail: litcher@lilrc.org



LILRC
LONG ISLAND
LIBRARY RESOURCES COUNCIL

Carlyle on the Green Bethpage State Park



99 Quaker Meeting House Rd
Farmingdale, NY 11735

DIRECTIONS:

www.carlyleonthegreen.net/directions.php

MORE INFORMATION:

<http://www.lilrc.org>

CONNECT WITH US:

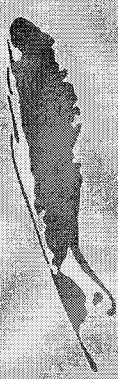
TWEET #LILRC16

Take Advantage of Our Early Bird Discounts



Register Before
September 20th to Save!

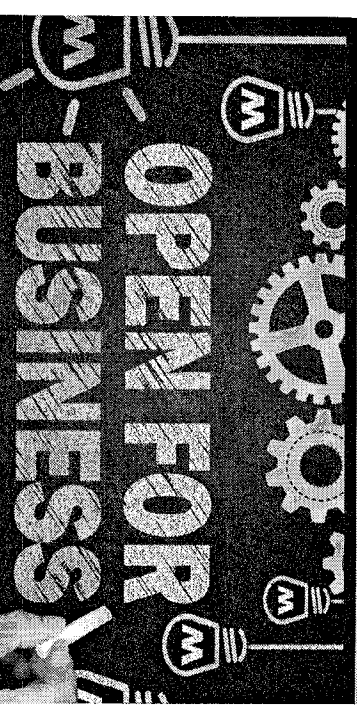
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LILRC

LONG ISLAND
LIBRARY RESOURCES COUNCIL

25th Annual Conference on
Libraries and the Future



Rethinking Relevance and Reality

Carlyle on the Green, Bethpage State Park

CELEBRATING

25 YEARS

REGISTRATION BROCHURE



September 6, 2016

Ms. Kerri Rosalia
Mastics-Moriches-Shirley Community Library
407 William Floyd Pkwy
Shirley NY 11967

Dear Ms. Rosalia:

As a participant in one or more LILRC Annual Conference on Libraries and the Future, I would like to take a moment to reach out to you. This year marks the 25th year of the conference and we will be exploring the theme: *Open for Business: Rethinking Relevance and Reality*. Of course, I hope that you will join us this year.

The conference will be held at Carlyle on the Green, Bethpage State Park, Farmingdale on Thursday evening, October 20th and Friday, October 21st. The guest speaker for the Thursday evening dinner will be Dr. William Brennan, lead innovator in Farmingdale Public Schools and Co-founder of School Leadership 2.0—A Global Knowledge Network for School Leaders, addressing *3 Trends That Define the Future of Education: Innovation Labs, Makerspaces and Learning Commons*.

Friday's program will feature Pablo Calvi, Stony Brook University on *Journalism, Libraries and Technology*; Kerri Willette, Metropolitan New York Library Council (METRO), *DPLA: Impact on Libraries*; Jim Milliot, *Publishers Weekly, Impact of Technology on Publishing*; and Tom Jacobson, Third Chapter Partners, *Marketing the Value of Your Library: New Technologies, Practices and Privacy*.

Through the years, the programs presented during the conferences have received much recognition and phrase. Though delighted that the conferences have been very-well received, this has led to a perception that this is a leadership conference. This may be true to some extent, but it was never intended solely for senior management. The Annual Conference is intended for all library professionals—from students and entry level librarians to directors and trustees. This is exemplified by our special rates for students and discounts for first time attendees. I hope this signifies our interest in attracting our colleagues from all strata of our profession.

It is my hope that you will help spread the word that the LILRC Annual Conference on Libraries and the Future strives to focus on new developments in librarianship and, therefore, will be beneficial to all who aspire to meet the future challenges of our profession.

Thank you for your participation. If you have not already registered be sure to take advantage of our "Early Bird" rates today!

Sincerely,

A handwritten signature in cursive script that reads "Herbert Biblo".

Herbert Biblo
Director

/cl

P.S. Please note: If you wish, you may share Thursday night's dinner or the Friday program with a colleague (if you cannot join us on both days).

Long Island
Library Resources Council
www.lilrc.org

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