

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

September 24, 2018

7:00 PM

AGENDA

I. CALL TO ORDER

PLEDGE OF ALLEGIANCE

PERIOD OF PUBLIC EXPRESSION

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 – 5K Race
 - 6. DIGITAL SERVICES - PRESENTATION
 - 7. INFORMATION TECHNOLOGY
- B. PERSONNEL
 - 1. RECOMMENDED CHANGES
- C. COMMUNITY EVENTS
- D. CONTINUING EDUCATION
- E. CORRESPONDENCE
- F. POLICY
- G. CONTRACTS / RENEWALS

X. EXECUTIVE SESSION

XI. ADJOURNMENT

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

October 22, 2018 @ 7:00PM

DRAFT - UNAPPROVED

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

MINUTES OF AUGUST 27, 2018 BOARD MEETING

Trustee Maiorana called the meeting to order at 6:22 pm.

PRESENT

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

Motion by Gross, second by Vigliotta, to move into Executive Session to discuss a contract. Carried 5-0.

**EXECUTIVE
SESSION**

Motion by Simmons, second by Furnari, to leave Executive Session. Carried 5-0.
No motion made.

PERIOD OF PUBLIC EXPRESSION

Motion by Vigliotta, second by Simmons to accept the minutes of the July 23, 2018 Organizational Meeting of the Board of Trustees. Carried 5-0.

MINUTES

Motion by Furari, second by Gross to accept the minutes of the July 23, 2018 meeting of the Board of Trustees. Carried 5-0.

Motion by Gross, second by Vigliotta to accept the minutes of the August 17, 2018 meeting of the Board of Trustees. Carried 5-0.

Motion by Gross, second by Simmons to approve the Operating Fund Schedule of Claims dated 8/27/18; Prepay Payables Warrant #1 \$104,503.04; Payables Warrant #2 \$219,457.91; Payroll Warrant W. E. 7/27/2018 \$192,385.12; Payroll Benefits Warrant \$103,347.15; Payroll Warrant W.E. 8/10/2018 \$189,570.70; Payroll Benefits Warrant \$10,022.78; Payroll Warrant W.E. 8/24/18 \$190,082.17; Payroll Benefits Warrant \$103,070.15. Carried 5-0.

**SCHEDULE
OF CLAIMS**

Motion by Vigliotta, second by Furnari to approve the Operating Financial Reports for July 2018. Carried 5-0.

**FINANCIAL
REPORTS**

Motion by Gross, second by Furnari to approve the Capital Fund Financial Report for July 2018. Carried 5-0.

DRAFT - UNAPPROVED

The Director reported that this year's *Summer With Us* was a tremendous success. The promotional videos were humorous and well received. She has been busy organizing information for today's meeting. In addition to the possible scenarios presented tonight. Some of the issues that need immediate addressing are asbestos, electrical/wiring issues and our security cameras (all of these are due to the need to get into the ceiling tiles where the asbestos exists). Assistant Director Tanzi is leaving to take an Assistant Director position at South Huntington where there is a strong focus on technology. We are losing some of our high level employees due to the inability to move forward with our lack of space. We will be migrating from Biblioteca to Envisionware due to poor customer service and their refusal to meet new standards in the business. Our website is almost complete. Dan Costa re-coded our webpage and will be returning in a P/T capacity.

DIRECTOR'S REPORT

The Assistant Director was busy organizing 2 major events that the library took part in: National Night Out and The Blue Claw Crab Festival. Summer With Us had training events and videos to explore ways to share the joy of learning. Being here was fun & welcoming to people of all ages. The celebration of Harry Potter's birthday was well attended and enjoyed by all ages.

ASS'T DIREC- TOR'S

The Business Manager reported that he is working on the letter of credit renewal that secures our de-nitrification certificate. The Business Department is busy preparing for the auditors who will be here for approximately 1 week. Looking to partner with a shredding company that will be more cost effective for the library.

BUSINESS MNGR.'S REPORT

There was a building update presentation.

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

RECOMMENDED PERSONNEL CHANGES

CONTRACTS / RENEWALS

Motion by Gross, second by Furnari to approve the shredding agreement with **New York State Industries for the Disabled, Inc.** (NYSID) via **American Shredding** @\$44.07 per 96 gallon container with a minimum service visit charge of \$87.50. Carried 4-0.

SHREDDING CONTRACT

DRAFT - UNAPPROVED

Motion by Vigliotta, second by Gross to approve the purchase agreement with Envisionware for new RFID gate technology, software, DeskPads, installation and training at a cost of approximately \$15,529.00. Carried 5-0.

**ENVISIONWARE,
INC.**

**CONTINUING
EDUCATION**

Motion by Furnari, second by Vigliotta to approve the library's employee Sara Roye (Public Relations Specialist) to attend the Library Marketing and Communications Conference November 13-16, 2018 in St. Louis, MO at a cost of approximately \$2,400.00. Carried 5-0.

**LIBRARY
MARKETING AND
COMMUNICA-
TIONS
CONFERENCE**

Motion by Gross, second by Simmons to approve the Board of Trustees, Director, Assistant Director, Department Heads and/or designated staff to attend Internet Librarian Conference in Monterey, CA fro October 15 - October 18, 2018 at a cost of approximately \$3,750.00 per person. Carried 5-0.

**INTERNET
LIBRARIAN 2018**

Motion by Furnari, second by Gross to approve the Board of Trustees, Director, Assistant Director, Department Heads and/or designated staff to attend the STORY Conference in Nashville, TN, September 19-22nd at a cost of approximately \$2,200.00 per person. Carried 5-0.

**STORY
CONFERENCE**

Motion by Gross, second by Vigliotta to dispose of obsolete and/or broken equipment as outlined by Stephen Burg (Department Head, Digital Services), and presented by Director Rosalia. Carried 5-0.

**DISPOSAL OF
OBSOLETE/
BROKEN
EQUIPMENT**

Motion by Vigliotta, second by Gross to move into Executive Session at 8:40pm to discuss a contractual matter. Carried 5-0.

**EXECUTIVE
SESSION**

Motion by Simmons, second by Furnari to leave Executive Session at 10:30pm. Carried 5-0.

DRAFT - UNAPPROVED

Motion by Gross to adjourn the meeting at 10:31 pm.

ADJOURNMENT

Respectfully submitted by,

Cecile Prevete, Secretary

**MASTICS-MORICHES-SHIRLEY
COMMUNITY LIBRARY**

MINUTES OF JULY 24, 2018 BOARD MEETING

Trustee Maiorana called the meeting to order at 6pm.

Present were Trustees Maiorana, Vigliotta, Gross, Furnari, Director Rosalia, Assistant Director D'Amato, Assistant Director Tanzi, Business Manager Nowak, and Secretary Prevete.

PRESENT

Motion by Gross, second by Furnari to enter into Executive Session to discuss a contractual issue. Carried 4-0.

**EXECUTIVE
SESSION**

Motion by Vigliotta, second by Gross to leave Executive Session at 7:45 pm. Carried 4-0.

No motions were made.

Motion by Furnari to adjourn the meeting at 7:46pm. Carried 4-0.

ADJOURNMENT

Respectfully submitted by,

Cecile Prevete, Secretary

**MASTICS-MORICHES-SHIRLEY COMMUNITY
LIBRARY**

OPERATING FUNDS FINANCIAL REPORTS

(PROFIT & LOSS OVERVIEW AND OPERATING ACCOUNTS)

AUGUST 2018

PREPARED & SUBMITTED BY:

**CHRISTOPHER NOWAK
BUSINESS MANAGER**

MMSCL
Operating Funds Monthly Report
August 2018

INSTITUTION	PURPOSE	BALANCE FORWARD	DEPOSITS	DISBURSEMENTS	INTEREST	ENDING BALANCE
Empire Nat'l Bank	MONEY MARKET	\$ 4,721,871.28	\$ 6,342.86	\$ 826,760.22	\$ 3,941.11	\$ 3,905,395.03
Empire Nat'l Bank	CREDIT CARD M.M.	\$ 334,836.96	\$ 7,631.47	\$ 185.19	\$ 301.61	\$ 342,584.85
Empire Nat'l Bank	OPERATING	\$ 202,159.59	\$ 323,960.95	\$ 146,406.60	\$ 170.20	\$ 379,884.14
Empire Nat'l Bank	PAYROLL	\$ 26,107.95	\$ 503,027.60	\$ 506,566.70	\$ -	\$ 22,568.85
						<u>\$ 4,650,432.87</u>

INSTITUTION	PURPOSE	MATURITY DATE	TERM	RATE	BALANCE
Capital One Bank	Denitrification System	11/1/2018	12 Months	0.05%	\$ 15,000.00

TOTAL INVESTMENTS: \$ 15,000.00

TOTAL CASH & INVESTMENTS: \$ 4,665,432.87

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Profit & Loss Budget Overview

July through August 2018

			TOTAL					
			Jul 18	Aug 18	Jul - Aug 18	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			2,251.76	2,825.36	5,077.12	61,000.00	-55,922.88	8.32%
2360 • CONTRACTS WITH OTHER LIBR.			370,567.79	0.00	370,567.79	250,000.00	120,567.79	148.23%
2401 • INTEREST			4,511.20	505.30	5,016.50	20,000.00	-14,983.50	25.08%
2650 • SALES OF EXCESS MATERIAL			141.00	214.00	355.00			
2705 • GIFTS AND DONATIONS			0.00	0.00	0.00			
2760 • SYSTEM & STATE AID			13,151.00	0.00	13,151.00	15,000.00	-1,849.00	87.67%
2771 • COPIER REVENUE - CONTRACT (R)			866.00	982.35	1,848.35	14,000.00	-12,151.65	13.2%
2772A • ADULT-ADULT PRINTER			703.00	745.00	1,448.00	10,000.00	-8,552.00	14.48%
2800 • Program Receipts								
2805 • Program Receipts - Adult			0.00	0.00	0.00	10,000.00	-10,000.00	0.0%
Total 2800 • Program Receipts			0.00	0.00	0.00	10,000.00	-10,000.00	0.0%
2999 • Lost Books			31.99	9.99	41.98			
Total Income			392,223.74	5,282.00	397,505.74	9,594,000.00	-9,196,494.26	4.14%
Gross Profit			392,223.74	5,282.00	397,505.74	9,594,000.00	-9,196,494.26	4.14%
Expense								
6000 • SALARIES AND WAGES								
6141 • PROFESSIONAL SALARIES								
6141A • PROFESSIONAL (ADULT)			45,910.66	46,353.19	92,263.85	732,835.00	-640,571.15	12.59%
6141C • PROFESSIONAL (C&P)			51,483.61	52,770.00	104,253.61	681,195.00	-576,941.39	15.31%
6141D • PROFESSIONAL (DIGITAL)			22,369.19	22,994.49	45,363.68	297,379.00	-252,015.32	15.26%
6141N • PROFESSIONAL (TEEN)			28,078.00	28,144.84	56,222.84	362,217.00	-305,994.16	15.52%
6141S • COMM SERV LIBR (SVC)			8,299.25	8,323.74	16,622.99	108,208.00	-91,585.01	15.36%
6141T • PROFESSIONAL (TECH)			10,613.54	11,893.08	22,506.62	150,544.00	-128,037.38	14.95%
Total 6141 • PROFESSIONAL SALARIES			166,754.25	170,479.34	337,233.59	2,332,378.00	-1,995,144.41	14.46%

BOT Meeting:

September 24, 2018

			TOTAL			
	Jul 18	Aug 18	Jul - Aug 18	Budget	\$ Over Budget	% of Budget
6142 · CLERICAL SALARIES						
6142A · CLERICAL (ADULT)	21,653.75	21,642.74	43,296.49	349,047.00	-305,750.51	12.4%
6142C · CLERICAL (C&P)	21,912.25	22,301.68	44,213.93	303,865.00	-259,651.07	14.55%
6142D · CLERICAL (DIGITAL)	4,357.41	4,474.22	8,831.63	52,020.00	-43,188.37	16.98%
6142G · CLERICAL (GEN)	8,100.49	7,622.46	15,722.95	116,672.00	-100,949.05	13.48%
6142L · CLERICAL (LIT)	15,224.09	14,573.80	29,797.89	212,458.00	-182,660.11	14.03%
6142N · CLERICAL (TEEN)	8,513.70	9,013.82	17,527.52	114,119.00	-96,591.48	15.36%
6142R · CLERICAL (CIRC)	25,335.98	25,891.09	51,227.07	359,560.00	-308,332.93	14.25%
6142S · CLERICAL (SVC)	0.00	0.00	0.00	8,351.00	-8,351.00	0.0%
6142T · CLERICAL (TECH)	10,790.80	10,707.59	21,498.39	120,728.00	-99,229.61	17.81%
6142X · CLERICAL (WIRES)	2,045.68	2,031.88	4,077.56	22,636.00	-18,558.44	18.01%
Total 6142 · CLERICAL SALARIES	117,934.15	118,259.28	236,193.43	1,659,456.00	-1,423,262.57	14.23%
6143 · PAGE SALARIES						
6143A · PAGE (ADULT)	14,137.39	14,586.03	28,723.42	216,742.00	-188,018.58	13.25%
6143C · PAGE (C&P)	12,891.32	13,548.27	26,439.59	168,010.00	-141,570.41	15.74%
6143G · PAGE (GEN)	0.00	0.00	0.00	0.00	0.00	0.0%
6143L · PAGE (LIT)	612.32	566.62	1,178.94	7,205.00	-6,026.06	16.36%
6143N · PAGE (TEEN)	1,083.72	1,632.07	2,715.79	28,949.00	-26,233.21	9.38%
6143R · PAGE (CIRC)	2,165.03	2,165.46	4,330.49	41,414.00	-37,083.51	10.46%
6143T · PAGE (TECH)	2,970.06	2,978.94	5,949.00	49,436.00	-43,487.00	12.03%
Total 6143 · PAGE SALARIES	33,859.84	35,477.39	69,337.23	511,756.00	-442,418.77	13.55%
6144 · CUSTODIAL						
6144G · CUSTODIAL	15,467.82	15,510.19	30,978.01	244,542.00	-213,563.99	12.67%
Total 6144 · CUSTODIAL	15,467.82	15,510.19	30,978.01	244,542.00	-213,563.99	12.67%
6145 · SECURITY						
6145G · SECURITY	15,319.98	15,059.38	30,379.36	226,228.00	-195,848.64	13.43%
Total 6145 · SECURITY	15,319.98	15,059.38	30,379.36	226,228.00	-195,848.64	13.43%
6146 · TECHNICIAN						

	TOTAL					
	Jul 18	Aug 18	Jul - Aug 18	Budget	\$ Over Budget	% of Budget
6146W · TECHNICAL (WIRES)	8,183.91	8,819.25	17,003.16	121,816.00	-104,812.84	13.96%
Total 6146 · TECHNICIAN	8,183.91	8,819.25	17,003.16	121,816.00	-104,812.84	13.96%
6147 · ADMINISTRATIVE						
Total 6147 · ADMINISTRATIVE	29,255.88	21,738.28	50,994.16	288,598.00	-237,603.84	17.67%
Total 6000 · SALARIES AND WAGES	386,775.83	385,343.11	772,118.94	5,384,774.00	-4,612,655.06	14.34%
6200 · EMPLOYEE BENEFITS						
9010 · RETIREMENT	0.00	0.00	0.00	609,210.00	-609,210.00	0.0%
9030 · SOCIAL SECURITY	28,643.29	28,533.54	57,176.83	375,000.00	-317,823.17	15.25%
9040 · WORKERS' COMPENSATION	0.00	0.00	0.00	65,000.00	-65,000.00	0.0%
9050 · UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	2,000.00	-2,000.00	0.0%
9055 · DISABILTY INSURANCE	1,276.12	1,299.31	2,575.43	16,500.00	-13,924.57	15.61%
9060 · MEDICAL INSURANCE	78,768.93	78,559.54	157,328.47	949,115.00	-791,786.53	16.58%
Total 6200 · EMPLOYEE BENEFITS	108,688.34	108,392.39	217,080.73	2,016,825.00	-1,799,744.27	10.76%
6410A · BOOKS (ADULT)	12,473.73	9,608.24	22,081.97	184,000.00	-161,918.03	12.0%
6410C · BOOKS (C&P)	3,361.87	3,976.15	7,338.02	119,500.00	-112,161.98	6.14%
6410L · BOOKS (LIT)	0.00	0.00	0.00	1,500.00	-1,500.00	0.0%
6410N · BOOKS (TEEN)	800.04	1,434.40	2,234.44	22,000.00	-19,765.56	10.16%
6410T · BOOKS (TECH)	0.00	0.00	0.00	900.00	-900.00	0.0%
6411A · MICRO/REF CD (ADULT)	195.00	2,726.88	2,921.88	46,000.00	-43,078.12	6.35%
6411C · MICRO/REF CD (C&P)	0.00	0.00	0.00	18,250.00	-18,250.00	0.0%
6411L · MICRO/REF CD (LIT)	0.00	0.00	0.00	0.00	0.00	0.0%
6411N · MICRO/REF CD (TEEN)	0.00	0.00	0.00	17,000.00	-17,000.00	0.0%
6412A · RECORDINGS (ADULT)	2,206.54	2,967.43	5,173.97	47,200.00	-42,026.03	10.96%
6412C · RECORDINGS (C&P)	217.43	558.07	775.50	10,000.00	-9,224.50	7.76%
6412L · RECORDINGS (LIT)	0.00	0.00	0.00	0.00	0.00	0.0%
6412N · RECORDINGS (TEEN)	434.84	517.76	952.60	10,000.00	-9,047.40	9.53%
6413A · PERIODICALS (ADULT)	18,574.77	1,017.35	19,592.12	33,000.00	-13,407.88	59.37%
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%

	TOTAL					
	Jul 18	Aug 18	Jul - Aug 18	Budget	\$ Over Budget	% of Budget
6413G · PERIODICALS (GEN)	0.00	0.00	0.00	1,200.00	-1,200.00	0.0%
6413L · PERIODICALS (LIT)	1,764.00	0.00	1,764.00	0.00	1,764.00	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)	5,921.39	4,643.72	10,565.11	90,000.00	-79,434.89	11.74%
6417C · VIDEOS (C&P)	317.99	245.53	563.52	23,000.00	-22,436.48	2.45%
6417L · VIDEOS (LIT)	0.00	0.00	0.00	200.00	-200.00	0.0%
6417N · VIDEOS (TEEN)	774.06	0.00	774.06	6,000.00	-5,225.94	12.9%
6419G · SOFTWARE (GEN)	0.00	6,599.88	6,599.88	25,000.00	-18,400.12	26.4%
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	11,000.00	-11,000.00	0.0%
6428D · MISCELLANEOUS	0.00	0.00	0.00	2,500.00	-2,500.00	0.0%
6429C · REALIA (C&P)	50.98	33.94	84.92	4,500.00	-4,415.08	1.89%
6429L · REALIA (LIT)	0.00	0.00	0.00	0.00	0.00	0.0%
6430G · OFFICE AND LIBRARY SUPPLIES	4,518.65	3,844.06	8,362.71	60,000.00	-51,637.29	13.94%
6431D · TELECOMMUNICATIONS	12,490.65	4,024.66	16,515.31	56,050.00	-39,534.69	29.47%
6432G · CARTAGE	285.00	285.00	570.00	3,420.00	-2,850.00	16.67%
6433G · POSTAGE	2,054.14	3,036.77	5,090.91	59,000.00	-53,909.09	8.63%
6434A · PRINTING (ADULT)	0.00	0.00	0.00	500.00	-500.00	0.0%
6434C · PRINTING (C&P)	0.00	0.00	0.00	5,500.00	-5,500.00	0.0%
6434G · PRINTING (GEN)	6,881.00	6,881.00	13,762.00	90,000.00	-76,238.00	15.29%
6434L · PRINTING (LIT)	0.00	0.00	0.00	500.00	-500.00	0.0%
6434N · PRINTING (TEEN)	0.00	0.00	0.00	3,000.00	-3,000.00	0.0%
6434R · PRINTING (CIRC)	0.00	0.00	0.00	3,000.00	-3,000.00	0.0%
6434S · PRINTING (COMM SRV)	0.00	380.00	380.00	500.00	-120.00	76.0%
6435A · CED, CONF & TRAVEL (ADULT)	811.70	176.98	988.68	4,000.00	-3,011.32	24.72%
6435C · CED, CONF & TRAVEL (C&P)	771.74	169.17	940.91	5,250.00	-4,309.09	17.92%
6435D · CED, CONF & TRAVEL (ADM)	1,849.38	3,712.36	5,561.74	16,000.00	-10,438.26	34.76%
6435Dig · CED, CONF & TRAVEL (DIGITAL)	40.24	902.20	942.44	5,000.00	-4,057.56	18.85%
6435G · CED, CONF & TRAVEL (GEN)	120.30	0.00	120.30	2,000.00	-1,879.70	6.02%
6435L · CED, CONF & TRAVEL (LIT)	167.80	158.43	326.23	2,500.00	-2,173.77	13.05%

	TOTAL					
	Jul 18	Aug 18	Jul - Aug 18	Budget	\$ Over Budget	% of Budget
6435N · CED, CONF & TRAVEL (TEEN)	1,330.16	500.61	1,830.77	5,000.00	-3,169.23	36.62%
6435R · CED, CONF & TRAVEL (CIRC)	1,286.00	213.73	1,499.73	2,000.00	-500.27	74.99%
6435S · CED, CONF & TRAV (COMM SRV)	120.30	76.61	196.91	3,500.00	-3,303.09	5.63%
6435T · CED, CONF & TRAVEL (TECH)	120.30	170.00	290.30	3,450.00	-3,159.70	8.41%
6435W · CED, CONF & TRAVEL (WIRES)	120.30	0.00	120.30	2,000.00	-1,879.70	6.02%
6436 · CONTRACTS	0.00	0.00	0.00	91,204.00	-91,204.00	0.0%
6437A · PROGRAMS (ADULT)	3,550.16	4,382.35	7,932.51	66,000.00	-58,067.49	12.02%
6437C · PROGRAMS (C&P)	6,362.95	4,133.03	10,495.98	95,000.00	-84,504.02	11.05%
6437D · PROGRAMS (DIGITAL)	3,465.07	120.00	3,585.07	10,000.00	-6,414.93	35.85%
6437L · PROGRAMS (LIT)	1,591.80	6,682.01	8,273.81	82,000.00	-73,726.19	10.09%
6437N · PROGRAMS (TEEN)	4,101.57	2,441.25	6,542.82	60,000.00	-53,457.18	10.91%
6437P · PROFESSIONAL FEES						
643760 · PLANTINGS	150.00	150.00	300.00	1,800.00	-1,500.00	16.67%
643765 · PROMOTION AND PUBLICITY	6,237.70	6,138.56	12,376.26	25,000.00	-12,623.74	49.51%
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	18,850.00	-18,850.00	0.0%
6437P02 · AUDITOR	1,500.00	1,500.00	3,000.00	6,000.00	-3,000.00	50.0%
6437P10 · ELECTION	0.00	0.00	0.00	5,000.00	-5,000.00	0.0%
6437P11 · FSA ADMINISTRATION	129.25	129.25	258.50	1,551.00	-1,292.50	16.67%
6437P12 · PAYROLL SERVICES	1,421.85	1,478.11	2,899.96	22,000.00	-19,100.04	13.18%
6437P13 · ARMORED CAR SERVICE	190.58	190.58	381.16	2,160.00	-1,778.84	17.65%
6437P14 · PIANO TUNING	0.00	0.00	0.00	0.00	0.00	0.0%
6437P15 · DOCUMENT MANAGEMENT/DESTRUCTION	0.00	254.89	254.89			
6437P16 · STAFF BACKGROUND SCREEN	0.00	0.00	0.00	3,100.00	-3,100.00	0.0%
6437P17 · TRANSLATION SERVICES	6.50	0.00	6.50	250.00	-243.50	2.6%
6437P3 · APPRAISAL SERVICES	4,000.00	2,960.00	6,960.00	400.00	6,560.00	1,740.0%
6437P4 · ATTORNEY	9,375.00	1,625.00	11,000.00	40,000.00	-29,000.00	27.5%
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	205.85	35.80	241.65	2,000.00	-1,758.35	12.08%
6437P8 · DENITE SYSTEMS ANALYSIS	0.00	330.00	330.00	400.00	-70.00	82.5%
6437P9 · EAP	7,785.00	0.00	7,785.00	7,725.00	60.00	100.78%
Total 6437P · PROFESSIONAL FEES	31,001.73	14,792.19	45,793.92	138,886.00	-93,092.08	32.97%

BOT Meeting:
September 24, 2018

	TOTAL					
	Jul 18	Aug 18	Jul - Aug 18	Budget	\$ Over Budget	% of Budget
6438 · DUES	0.00	100.00	100.00	5,000.00	-4,900.00	2.0%
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)	5,117.65	3,945.97	9,063.62	60,000.00	-50,936.38	15.11%
6439N · EQUIPMENT R & M (TEEN)	0.00	0.00	0.00	200.00	-200.00	0.0%
6439R · EQUIPMENT R & M (CIRC)	0.00	10,895.50	10,895.50	50,000.00	-39,104.50	21.79%
6439T · EQUIPMENT R & M (TECH)	0.00	0.00	0.00	500.00	-500.00	0.0%
6439W · EQUIPMENT R & M (WIRES)	778.81	1,098.81	1,877.62	25,000.00	-23,122.38	7.51%
6450E · ELECTRICITY	15,841.96	32,412.26	48,254.22	128,000.00	-79,745.78	37.7%
6450F · FUEL/GAS	506.44	595.45	1,101.89	15,000.00	-13,898.11	7.35%
6450W · WATER	0.00	312.14	312.14	1,250.00	-937.86	24.97%
6451G · CUSTODIAL SUPPLIES	717.12	783.37	1,500.49	19,000.00	-17,499.51	7.9%
6452G · BLDG ALTERATION AND MAINT	4,875.70	2,297.67	7,173.37	121,126.00	-113,952.63	5.92%
6454 · INSURANCE	66,913.74	0.00	66,913.74	67,000.00	-86.26	99.87%
6485G · Bank Fees	-442.82	0.00	-442.82			
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	4,000.00	-4,000.00	0.0%
7203C · EQUIPMENT C & P	0.00	0.00	0.00	5,000.00	-5,000.00	0.0%
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	9,500.00	-9,500.00	0.0%
7203N · EQUIPMENT TEEN	0.00	0.00	0.00	8,000.00	-8,000.00	0.0%
7203R · EQUIPMENT CIRC	0.00	0.00	0.00	1,000.00	-1,000.00	0.0%
7203T · EQUIPMENT TECH	0.00	0.00	0.00	2,000.00	-2,000.00	0.0%
7203W · EQUIPMENT WIRE	7,312.92	856.94	8,169.86	100,000.00	-91,830.14	8.17%
Total 7203 · EQUIPMENT - Capital Purchases	7,312.92	856.94	8,169.86	132,000.00	-123,830.14	6.19%
Total Expense	727,219.27	638,445.37	1,365,664.64	9,594,000.00	-8,228,335.36	14.24%
Net Ordinary Income	-334,995.53	-633,163.37	-968,158.90	0.00	-968,158.90	100.0%

Other Income/Expense
 BOT Meeting:
 September 24, 2018

BOT Meeting:
September 24, 2018

**MASTICS-MORICHES-SHIRLEY COMMUNITY
LIBRARY**

CAPITAL FUND FINANCIAL REPORT

AUGUST 2018

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-18		\$ 4,639,841.23	\$ 4,137.72	\$ -	\$ 4,643,978.95
August-18		\$ 4,643,978.95	\$ 4,141.41	\$ -	\$ 4,648,120.36
				Grand Total :	\$ 4,648,120.36

**SCHEDULE OF CLAIMS
PRESENTED SEPTEMBER 24, 2018**

PREPAY PAYABLES WARRANT #1	\$	24,343.19
PAYABLES WARRANT #2	\$	103,353.79
PAYROLL WARRANT W.E. 9/7/2018	\$	207,741.24
PAYROLL BENEFITS WARRANT	\$	10,011.32
PAYROLL WARRANT W.E. 9/21/2018	\$	187,779.50
PAYROLL BENEFITS WARRANT	\$	103,025.97

Total	<u><u>\$</u></u>	<u><u>636,255.01</u></u>
--------------	------------------	---------------------------------

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

Secretary

10:38 AM
09/20/18

Mastics Moriches Shirley Community Library
SEPTEMBER 24, 2018
PREPAY WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	59092	09/05/2018	Home Depot Credit Services	L0225 · EMPIRE NAT'L - OPERATING	
Bill	082018	08/20/2018		6430G · OFFICE AND LIBRARY SUPPLIES	-105.58
				6437C · PROGRAMS (C&P)	-23.64
				6437C · PROGRAMS (C&P)	-8.81
				6451G · CUSTODIAL SUPPLIES	-6.55
				6452G · BLDG ALTERATION AND MAINT	-251.92
TOTAL					-396.50
Bill Pmt -Check	59093	09/05/2018	T-Mobile	L0225 · EMPIRE NAT'L - OPERATING	
Bill	07/23-08/22/18	08/20/2018		6413A · PERIODICALS (ADULT)	-820.25
TOTAL					-820.25
Bill Pmt -Check	59094	09/12/2018	AT&T Mobility	L0225 · EMPIRE NAT'L - OPERATING	
Bill	082718	08/27/2018		6431D · TELECOMMUNICATIONS	-185.40
TOTAL					-185.40
Bill Pmt -Check	59095	09/12/2018	Lighttower Fiber Networks	L0225 · EMPIRE NAT'L - OPERATING	
Bill	155214	09/01/2018		6431D · TELECOMMUNICATIONS	-2,495.00
TOTAL					-2,495.00

10:38 AM
09/20/18

Mastics Moriches Shirley Community Library
SEPTEMBER 24, 2018
PREPAY WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	59096	09/12/2018	National Grid	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	083018	08/30/2018		6450F · FUEL/GAS	-255.39
TOTAL						-255.39
	Bill Pmt -Check	59097	09/12/2018	NEOPOST/TOTALFUNDS (Hasler machine)	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	11654252	08/31/2018		6433G · POSTAGE	-1,000.00
TOTAL						-1,000.00
	Bill Pmt -Check	59098	09/19/2018	Cablevision / Optimum	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	0916-1015/18	09/16/2018		6431D · TELECOMMUNICATIONS	-780.20
TOTAL						-780.20
	Bill Pmt -Check	59099	09/19/2018	PSEG	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	0801--0907/18	08/07/2018		6450E · ELECTRICITY	-17,080.98
TOTAL						-17,080.98
	Bill Pmt -Check	59100	09/19/2018	Sam's Club	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	090818	09/08/2018		6437L · PROGRAMS (LIT)	-130.06
					6430G · OFFICE AND LIBRARY SUPPLIES	-108.46
					6437C · PROGRAMS (C&P)	-27.74

Mastics Moriches Shirley Community Library
SEPTEMBER 24, 2018
PREPAY WARRANT

Type	Num	Date	Name	Account	Paid Amount
				6437N · PROGRAMS (TEEN)	-55.49
				6437A · PROGRAMS (ADULT)	-140.72
				7203A · EQUIPMENT ADULT	-599.02
				6451G · CUSTODIAL SUPPLIES	-103.56
TOTAL					-1,165.05
Bill Pmt -Check	59101	09/19/2018	Verizon	L0225 · EMPIRE NAT'L - OPERATING	
Bill	090718	09/07/2018		6431D · TELECOMMUNICATIONS	-121.56
TOTAL					-121.56
Bill Pmt -Check	59102	09/20/2018	AT&T	L0225 · EMPIRE NAT'L - OPERATING	
Bill	091018	09/10/2018		6431D · TELECOMMUNICATIONS	-42.86
TOTAL					-42.86
				TOTAL	-24,343.19

I hereby certify that at a meeting on September 24, 2018
the above vouchers were approved and authorized.

Signed: _____

Mastics Moriches Shirley Community Library

SEPTEMBER 24, 2018

WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	59103	09/24/2018	Abramowitz, Kelly	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	082318	08/23/2018		6437N · PROGRAMS (TEEN)	-360.00
TOTAL						-360.00
	Bill Pmt -Check	59104	09/24/2018	Academic Associates	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	083018	08/30/2018		6437L · PROGRAMS (LIT)	-360.00
TOTAL						-360.00
	Bill Pmt -Check	59105	09/24/2018	Advanced Plant Care, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	24375	09/04/2018		643760 · PLANTINGS	-150.00
TOTAL						-150.00
	Bill Pmt -Check	59106	09/24/2018	ALA Store	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	50372637	08/10/2018		6410C · BOOKS (C&P)	-75.80
TOTAL						-75.80
	Bill Pmt -Check	59107	09/24/2018	Ashton, Ruth	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	082818	08/28/2018		6437L · PROGRAMS (LIT)	-34.00
TOTAL						-34.00

Mastics Moriches Shirley Community Library

SEPTEMBER 24, 2018

WARRANT

Type	Num	Date	Name	Account	Paid Amount
<hr/>					
Bill Pmt -Check	59108	09/24/2018	Baker & Taylor	L0225 · EMPIRE NAT'L - OPERATING	
Bill	3022302698	08/14/2018		6410N · BOOKS (TEEN)	-269.39
Bill	3022316416	08/17/2018		6410A · BOOKS (ADULT)	-973.41
Bill	3022319861	08/20/2018		6410A · BOOKS (ADULT)	-373.68
Bill	3022332351	08/20/2018		6410A · BOOKS (ADULT)	-305.02
Bill	3022336325	08/22/2018		6410A · BOOKS (ADULT)	-138.51
Bill	3022344933	08/27/2018		6410A · BOOKS (ADULT)	-143.17
Bill	3022333352	08/28/2018		6410A · BOOKS (ADULT)	-927.94
Bill	3022336327	08/28/2018		6410A · BOOKS (ADULT)	-455.79
Bill	3022321549	08/29/2018		6410N · BOOKS (TEEN)	-344.30
Bill	3022352810	08/30/2018		6410A · BOOKS (ADULT)	-243.38
Bill	3022321612	08/31/2018		6410A · BOOKS (ADULT)	-117.96
Bill	3022351101	09/07/2018		6410A · BOOKS (ADULT)	-555.09
Bill	3022331722	09/10/2018		6410A · BOOKS (ADULT)	-442.58
Bill	3022348210	09/10/2018		6410A · BOOKS (ADULT)	-1,002.71
Bill	3022367187	09/11/2018		6410A · BOOKS (ADULT)	-247.59
TOTAL					<hr/> -6,540.52
Bill Pmt -Check	59109	09/24/2018	Barbecho, Ana C.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	082818	08/28/2018		6437L · PROGRAMS (LIT)	-143.00
TOTAL					<hr/> -143.00

Mastics Moriches Shirley Community Library

SEPTEMBER 24, 2018

WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	59110	09/24/2018	Bengel, Kateland M.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	090818	09/08/2018		6437A · PROGRAMS (ADULT)	-75.00
TOTAL						-75.00
	Bill Pmt -Check	59111	09/24/2018	Bleidner, Gloria	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	091018	09/10/2018		6437A · PROGRAMS (ADULT)	-100.00
TOTAL						-100.00
	Bill Pmt -Check	59112	09/24/2018	Blick Art Materials	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	9826479	08/20/2018		6437A · PROGRAMS (ADULT)	-23.06
	Bill	9896854	08/30/2018		6437A · PROGRAMS (ADULT)	-4.19
	Bill	9920038	09/04/2018		6437A · PROGRAMS (ADULT)	-5.19
TOTAL						-32.44
	Bill Pmt -Check	59113	09/24/2018	Burg, Stephen (staff)	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	091018	09/10/2018		6435Dig · CED, CONF & TRAVEL (DIGITAL)	-23.00
TOTAL						-23.00

Mastics Moriches Shirley Community Library

SEPTEMBER 24, 2018

WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	59114	09/24/2018	Carter, Kathleen	L0225 · EMPIRE NAT'L - OPERATING	
Bill	082818	08/28/2018		6437A · PROGRAMS (ADULT)	-100.00
TOTAL					-100.00
Bill Pmt -Check	59115	09/24/2018	CDW Government, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	NMC1262	07/23/2018		7203W · EQUIPMENT WIRE	-252.10
Bill	NPR4134	08/01/2018		7203W · EQUIPMENT WIRE	-705.46
Bill	NXB7350	08/24/2018		7203W · EQUIPMENT WIRE	-151.48
Bill	PBN7775	09/04/2018		6419W · SOFTWARE (WIRES)	-941.60
TOTAL					-2,050.64
Bill Pmt -Check	59116	09/24/2018	Center Point Large Print	L0225 · EMPIRE NAT'L - OPERATING	
Bill	1613852	09/01/2018		6410A · BOOKS (ADULT)	-408.32
TOTAL					-408.32
Bill Pmt -Check	59117	09/24/2018	Ciccotto, William	L0225 · EMPIRE NAT'L - OPERATING	
Bill	080918	08/09/2018		6437N · PROGRAMS (TEEN)	-65.00
TOTAL					-65.00

Mastics Moriches Shirley Community Library
SEPTEMBER 24, 2018
WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	59118	09/24/2018	Clearwater Aquarium Service	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	3898	09/04/2018		6452G · BLDG ALTERATION AND MAINT	-357.97
TOTAL						-357.97
	Bill Pmt -Check	59119	09/24/2018	Colonial Youth & Family Services Inc	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	090418	09/04/2018		6437A · PROGRAMS (ADULT)	-45.00
					6437C · PROGRAMS (C&P)	-45.00
TOTAL						-90.00
	Bill Pmt -Check	59120	09/24/2018	Colson, Doris J.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	091018	09/10/2018		6437L · PROGRAMS (LIT)	-57.00
TOTAL						-57.00
	Bill Pmt -Check	59121	09/24/2018	Currao-McAleavey, Carmella	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	81418	08/14/2018		6437N · PROGRAMS (TEEN)	-65.00
	Bill	091518	09/15/2018		6437N · PROGRAMS (TEEN)	-100.00
TOTAL						-165.00

Mastics Moriches Shirley Community Library
SEPTEMBER 24, 2018
WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	59122	09/24/2018	D'Amato, Tara	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	082518	08/25/2018		6430G · OFFICE AND LIBRARY SUPPLIES	-127.29
TOTAL						-127.29
	Bill Pmt -Check	59123	09/24/2018	DJJ Technologies	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	2082708	09/01/2018		6439W · EQUIPMENT R & M (WIRES)	-378.81
TOTAL						-378.81
	Bill Pmt -Check	59124	09/24/2018	Donovan, Elizabeth	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	091018	09/10/2018		6437L · PROGRAMS (LIT)	-76.00
TOTAL						-76.00
	Bill Pmt -Check	59125	09/24/2018	Dunbar Armored Inc.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	090118	09/01/2018		6437P13 · ARMORED CAR SERVICE	-190.58
TOTAL						-190.58
	Bill Pmt -Check	59126	09/24/2018	Earle, April L.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	090818	09/08/2018		6437A · PROGRAMS (ADULT)	-160.00
TOTAL						-160.00

Mastics Moriches Shirley Community Library
SEPTEMBER 24, 2018
WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	59127	09/24/2018	East End Sign Design	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	14590	09/06/2018		643765 · PROMOTION AND PUBLICITY	-50.00
TOTAL						-50.00
	Bill Pmt -Check	59128	09/24/2018	ECM Consulting and Marketing	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	1003	09/01/2018		643765 · PROMOTION AND PUBLICITY	-2,500.00
TOTAL						-2,500.00
	Bill Pmt -Check	59129	09/24/2018	Emerald Island	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	304936	09/06/2018		6451G · CUSTODIAL SUPPLIES	-132.80
TOTAL						-132.80
	Bill Pmt -Check	59130	09/24/2018	EnvisionWare Inc.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	INV-US-37950	08/24/2018		6410A · BOOKS (ADULT)	-1,949.87
					6410C · BOOKS (C&P)	-1,361.23
					6410N · BOOKS (TEEN)	-367.90
TOTAL						-3,679.00

Mastics Moriches Shirley Community Library
SEPTEMBER 24, 2018
WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	59131	09/24/2018	Franco, Corinne	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	090518	09/05/2018		6437A · PROGRAMS (ADULT)	-100.00
TOTAL						-100.00
	Bill Pmt -Check	59132	09/24/2018	Fuentes, Rosa E.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	082818	08/28/2018		6437L · PROGRAMS (LIT)	-143.00
TOTAL						-143.00
	Bill Pmt -Check	59133	09/24/2018	Furnari, Kelly	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	090618	09/06/2018		6435N · CED, CONF & TRAVEL (TEEN)	-18.53
TOTAL						-18.53
	Bill Pmt -Check	59134	09/24/2018	George, Ivette	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	08/14,15,16,28,29/18	08/29/2018		6437L · PROGRAMS (LIT)	-438.75
TOTAL						-438.75

Mastics Moriches Shirley Community Library
SEPTEMBER 24, 2018
WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	59135	09/24/2018	Gilmartin, Debbie	L0225 · EMPIRE NAT'L - OPERATING	
Bill	090418	09/04/2018		6437A · PROGRAMS (ADULT)	-75.00
Bill	090718	09/07/2018		6437A · PROGRAMS (ADULT)	-75.00
TOTAL					<u>-150.00</u>
Bill Pmt -Check	59136	09/24/2018	Guevara-Ramos, Kevin E	L0225 · EMPIRE NAT'L - OPERATING	
Bill	090418	09/04/2018		6410C · BOOKS (C&P)	-16.99
TOTAL					<u>-16.99</u>
Bill Pmt -Check	59137	09/24/2018	Iberger, Deborah	L0225 · EMPIRE NAT'L - OPERATING	
Bill	082218	08/22/2018		6437C · PROGRAMS (C&P)	-85.65
TOTAL					<u>-85.65</u>
Bill Pmt -Check	59138	09/24/2018	Industrial Appraisal Company	L0225 · EMPIRE NAT'L - OPERATING	
Bill	082218	08/22/2018		6437P3 · APPRAISAL SERVICES	-210.00
TOTAL					<u>-210.00</u>

Mastics Moriches Shirley Community Library

SEPTEMBER 24, 2018

WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	59139	09/24/2018	Ingram Library Services	L0225 · EMPIRE NAT'L - OPERATING	
Bill	66989714	08/16/2018		6410C · BOOKS (C&P)	-17.48
Bill	61424904	08/17/2018		6410C · BOOKS (C&P)	-9.58
Bill	61424905	08/17/2018		6410C · BOOKS (C&P)	-23.92
Bill	61424906	08/17/2018		6410C · BOOKS (C&P)	-11.96
Bill	66990377	08/17/2018		6410C · BOOKS (C&P)	-11.34
Bill	66990378	08/17/2018		6410C · BOOKS (C&P)	-10.79
Bill	61425973	08/21/2018		6410C · BOOKS (C&P)	-5.98
Bill	61425974	08/21/2018		6410C · BOOKS (C&P)	-29.90
Bill	61425975	08/21/2018		6410C · BOOKS (C&P)	-11.38
Bill	61425976	08/21/2018		6410C · BOOKS (C&P)	-10.99
Bill	61426016	08/21/2018		6410C · BOOKS (C&P)	-124.36
Bill	61426017	08/21/2018		6410C · BOOKS (C&P)	-23.92
Bill	61426018	08/21/2018		6410C · BOOKS (C&P)	-23.08
Bill	61426019	08/21/2018		6410C · BOOKS (C&P)	-8.69
Bill	61426148	08/21/2018		6410C · BOOKS (C&P)	-71.76
Bill	61426149	08/21/2018		6410C · BOOKS (C&P)	-11.96
Bill	61426150	08/21/2018		6410C · BOOKS (C&P)	-23.08
Bill	61426689	08/22/2018		6410C · BOOKS (C&P)	-11.54
Bill	61426690	08/22/2018		6410C · BOOKS (C&P)	-9.04
Bill	61428843	08/24/2018		6410C · BOOKS (C&P)	-9.89
Bill	61428844	08/24/2018		6410C · BOOKS (C&P)	-89.05
Bill	61429357	08/27/2018		6410C · BOOKS (C&P)	-34.05
Bill	66993325	08/27/2018		6410C · BOOKS (C&P)	-47.18
Bill	66993488	08/27/2018		6410C · BOOKS (C&P)	-11.44
Bill	61429777	08/28/2018		6410C · BOOKS (C&P)	-12.09
Bill	61430303	08/28/2018		6410C · BOOKS (C&P)	-5.98
Bill	61430304	08/28/2018		6410C · BOOKS (C&P)	-7.78

Mastics Moriches Shirley Community Library

SEPTEMBER 24, 2018

WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill	61430305	08/28/2018		6410C · BOOKS (C&P)	-21.33
Bill	66993877	08/28/2018		6410C · BOOKS (C&P)	-22.53
Bill	66993878	08/28/2018		6410C · BOOKS (C&P)	-10.99
Bill	66994516	08/29/2018		6410C · BOOKS (C&P)	-11.54
Bill	61432712	08/31/2018		6410C · BOOKS (C&P)	-9.89
Bill	61432713	08/31/2018		6410C · BOOKS (C&P)	-15.18
Bill	61432714	08/31/2018		6410C · BOOKS (C&P)	-12.09
Bill	61432863	08/31/2018		6410C · BOOKS (C&P)	-11.96
Bill	61433001	08/31/2018		6410C · BOOKS (C&P)	-11.96
Bill	61433002	08/31/2018		6410C · BOOKS (C&P)	-12.07
Bill	61433003	08/31/2018		6410C · BOOKS (C&P)	-24.16
Bill	61433004	08/31/2018		6410C · BOOKS (C&P)	-409.69
Bill	66995495	08/31/2018		6410C · BOOKS (C&P)	-11.54
Bill	66995496	08/31/2018		6410C · BOOKS (C&P)	-13.19
Bill	66996170	09/04/2018		6410C · BOOKS (C&P)	-28.70
Bill	66996171	09/04/2018		6410C · BOOKS (C&P)	-10.99
Bill	66996611	09/05/2018		6410C · BOOKS (C&P)	-11.54
Bill	61435693	09/07/2018		6410C · BOOKS (C&P)	-10.98
Bill	61435694	09/07/2018		6410C · BOOKS (C&P)	-10.99
Bill	61435695	09/07/2018		6410C · BOOKS (C&P)	-35.15
Bill	61435696	09/07/2018		6410C · BOOKS (C&P)	-233.33
Bill	61435963	09/07/2018		6410C · BOOKS (C&P)	-9.88
Bill	61435964	09/07/2018		6410C · BOOKS (C&P)	-8.98
Bill	61435965	09/07/2018		6410C · BOOKS (C&P)	-10.99
Bill	61435966	09/07/2018		6410C · BOOKS (C&P)	-10.99
Bill	61435967	09/07/2018		6410C · BOOKS (C&P)	-23.63
Bill	61435968	09/07/2018		6410C · BOOKS (C&P)	-83.77
Bill	61437780	09/11/2018		6410C · BOOKS (C&P)	-27.52
Bill	61437781	09/11/2018		6410C · BOOKS (C&P)	-23.36
Bill	61439399	09/13/2018		6410C · BOOKS (C&P)	-17.94

Mastics Moriches Shirley Community Library

SEPTEMBER 24, 2018

WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill	61439400	09/13/2018		6410C · BOOKS (C&P)	-10.99
Bill	61439401	09/13/2018		6410C · BOOKS (C&P)	-131.58
Bill	61439897	09/14/2018		6410C · BOOKS (C&P)	-38.53
Bill	61439898	09/14/2018		6410C · BOOKS (C&P)	-11.44
Bill	61439899	09/14/2018		6410C · BOOKS (C&P)	-10.34
TOTAL					<u>-2,027.95</u>
Bill Pmt -Check	59140	09/24/2018	Island Elevator Services	L0225 · EMPIRE NAT'L - OPERATING	
Bill	28760	09/01/2018		6452G · BLDG ALTERATION AND MAINT	-403.00
TOTAL					<u>-403.00</u>
Bill Pmt -Check	59141	09/24/2018	Island School & Art Supply	L0225 · EMPIRE NAT'L - OPERATING	
Bill	486235	08/22/2018		6437N · PROGRAMS (TEEN)	-215.71
Bill	489510	09/14/2018		6437N · PROGRAMS (TEEN)	-60.65
TOTAL					<u>-276.36</u>
Bill Pmt -Check	59142	09/24/2018	Jorgensen, Kerrilynn	L0225 · EMPIRE NAT'L - OPERATING	
Bill	091318	09/13/2018		6435N · CED, CONF & TRAVEL (TEEN)	-33.02
TOTAL					<u>-33.02</u>

Mastics Moriches Shirley Community Library

SEPTEMBER 24, 2018

WARRANT

Type	Num	Date	Name	Account	Paid Amount
<hr/>					
Bill Pmt -Check	59143	09/24/2018	King Kullen	L0225 · EMPIRE NAT'L - OPERATING	
Bill	182161386891	08/04/2018		6430G · OFFICE AND LIBRARY SUPPLIES	-16.97
Bill	182201394761	08/08/2018		6437L · PROGRAMS (LIT)	-6.78
Bill	182201394301	08/08/2018		6437L · PROGRAMS (LIT)	-2.99
Bill	182220739881	08/10/2018		6437C · PROGRAMS (C&P)	-10.03
Bill	182250756241	08/13/2018		6437N · PROGRAMS (TEEN)	-90.65
Bill	182271307031	08/15/2018		6430G · OFFICE AND LIBRARY SUPPLIES	-7.98
Bill	182281308061	08/16/2018		6437L · PROGRAMS (LIT)	-27.44
Bill	182330523421	08/21/2018		6435L · CED, CONF & TRAVEL (LIT)	-25.96
Bill	182360703301	08/24/2018		6437C · PROGRAMS (C&P)	-17.79
Bill	182391224121	08/27/2018		6430G · OFFICE AND LIBRARY SUPPLIES	-15.46
Bill	182401330221	08/28/2018		6437A · PROGRAMS (ADULT)	-9.78
Bill	182401224421	08/28/2018		6437L · PROGRAMS (LIT)	-16.32
Bill	182411331891	08/29/2018		6435D · CED, CONF & TRAVEL (ADM)	-22.95
Bill	182421227371	08/30/2018		6435D · CED, CONF & TRAVEL (ADM)	-88.80
TOTAL					<hr/> -359.90
Bill Pmt -Check	59144	09/24/2018	Lamb & Barnosky, LLP	L0225 · EMPIRE NAT'L - OPERATING	
Bill	121715	08/31/2018		6437P4 · ATTORNEY	-1,625.00
TOTAL					<hr/> -1,625.00
Bill Pmt -Check	59145	09/24/2018	Long Island Library Resources Council Inc	L0225 · EMPIRE NAT'L - OPERATING	
Bill	00105 2018 27thConf	08/22/2018		6435D · CED, CONF & TRAVEL (ADM)	-135.00
TOTAL					<hr/> -135.00

Mastics Moriches Shirley Community Library

SEPTEMBER 24, 2018

WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	59146	09/24/2018	Mahler, Judith	L0225 · EMPIRE NAT'L - OPERATING	
Bill	091018	09/10/2018		6437L · PROGRAMS (LIT)	-34.00
TOTAL					-34.00
Bill Pmt -Check	59147	09/24/2018	Midwest Tape	L0225 · EMPIRE NAT'L - OPERATING	
Bill	96352449	08/16/2018		6417A · VIDEOS (ADULT)	-268.30
Bill	96355460	08/16/2018		6417A · VIDEOS (ADULT)	-53.68
Bill	96355462	08/16/2018		6417C · VIDEOS (C&P)	-15.19
Bill	96358632	08/17/2018		6417A · VIDEOS (ADULT)	-47.67
Bill	96364093	08/20/2018		6412A · RECORDINGS (ADULT)	-56.21
Bill	96370454	08/22/2018		6417A · VIDEOS (ADULT)	-104.96
Bill	96370455	08/22/2018		6417A · VIDEOS (ADULT)	-242.45
Bill	96370457	08/22/2018		6417A · VIDEOS (ADULT)	-1,110.03
Bill	96370458	08/22/2018		6417C · VIDEOS (C&P)	-30.38
Bill	96373187	08/22/2018		6417A · VIDEOS (ADULT)	-78.08
Bill	96373189	08/22/2018		6417C · VIDEOS (C&P)	-52.88
Bill	96382894	08/27/2018		6412A · RECORDINGS (ADULT)	-43.92
Bill	96382896	08/27/2018		6412A · RECORDINGS (ADULT)	-79.98
Bill	96382897	08/27/2018		6417A · VIDEOS (ADULT)	-44.23
Bill	96391812	08/29/2018		6417A · VIDEOS (ADULT)	-506.67
Bill	96391813	08/29/2018		6417A · VIDEOS (ADULT)	-175.94
Bill	96392559	08/29/2018		6417A · VIDEOS (ADULT)	-121.50
Bill	96392651	08/29/2018		6417A · VIDEOS (ADULT)	-123.46
Bill	96399666 hoopla	08/31/2018		6412A · RECORDINGS (ADULT)	-517.76
				6412N · RECORDINGS (TEEN)	-517.76
				6412C · RECORDINGS (C&P)	-258.87

Mastics Moriches Shirley Community Library

SEPTEMBER 24, 2018

WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill	96404259	09/04/2018		6412A · RECORDINGS (ADULT)	-29.23
Bill	96404300	09/04/2018		6412A · RECORDINGS (ADULT)	-34.99
Bill	96404301	09/04/2018		6412N · RECORDINGS (TEEN)	-107.61
Bill	96409420	09/05/2018		6417A · VIDEOS (ADULT)	-238.38
Bill	96409421	09/05/2018		6417A · VIDEOS (ADULT)	-63.82
Bill	96409423	09/05/2018		6417C · VIDEOS (C&P)	-45.68
Bill	96411860	09/06/2018		6417A · VIDEOS (ADULT)	-207.66
Bill	96411861	09/06/2018		6417A · VIDEOS (ADULT)	-21.79
Bill	96411863	09/06/2018		6417C · VIDEOS (C&P)	-50.76
Bill	96421297	09/10/2018		6412A · RECORDINGS (ADULT)	-35.97
Bill	96421299	09/10/2018		6412N · RECORDINGS (TEEN)	-61.75
Bill	96422588	09/11/2018		6417A · VIDEOS (ADULT)	-423.61
Bill	96422589	09/11/2018		6417A · VIDEOS (ADULT)	-221.38
Bill	96425101	09/11/2018		6417C · VIDEOS (C&P)	-26.78
Bill	96428562	09/12/2018		6417A · VIDEOS (ADULT)	-7.79
Bill	96430365	09/12/2018		6417A · VIDEOS (ADULT)	-95.86
Bill	96430366	09/12/2018		6417A · VIDEOS (ADULT)	-64.92
Bill	96428563	09/12/2018		6417C · VIDEOS (C&P)	-19.89
Bill	96435921	09/14/2018		6417C · VIDEOS (C&P)	-136.26
TOTAL					-6,344.05
Bill Pmt -Check	59148	09/24/2018	Mikkleson, Harry	L0225 · EMPIRE NAT'L - OPERATING	
Bill	082718	08/27/2018		6437N · PROGRAMS (TEEN)	-320.00
TOTAL					-320.00

Mastics Moriches Shirley Community Library

SEPTEMBER 24, 2018

WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	59149	09/24/2018	Montanaro, Louis	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	091018	09/10/2018		6437L · PROGRAMS (LIT)	-57.00
TOTAL						-57.00
	Bill Pmt -Check	59150	09/24/2018	Moore, Keriann	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	090818	09/08/2018		6437A · PROGRAMS (ADULT)	-75.00
TOTAL						-75.00
	Bill Pmt -Check	59151	09/24/2018	Moreno, Viodelda S. Galvez	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	091018	09/10/2018		6437L · PROGRAMS (LIT)	-50.00
TOTAL						-50.00
	Bill Pmt -Check	59152	09/24/2018	Moriches Catering	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	092018	09/20/2018		6435D · CED, CONF & TRAVEL (ADM)	-93.00
TOTAL						-93.00
	Bill Pmt -Check	59153	09/24/2018	Munoz, Rosalinda	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	082818	08/28/2018		6437L · PROGRAMS (LIT)	-143.00
TOTAL						-143.00

Mastics Moriches Shirley Community Library
SEPTEMBER 24, 2018
WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	59154	09/24/2018	Narvaez, Priscilla	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	082118	08/21/2018		6437L · PROGRAMS (LIT)	-200.00
TOTAL						-200.00
	Bill Pmt -Check	59155	09/24/2018	National Learning Corporation	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	0054230	08/14/2018		6410A · BOOKS (ADULT)	-156.32
	Bill	0054336	08/30/2018		6410A · BOOKS (ADULT)	-49.95
	Bill	0054421	09/13/2018		6410A · BOOKS (ADULT)	-40.95
TOTAL						-247.22
	Bill Pmt -Check	59156	09/24/2018	Nelson, Irina A. Blinova	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	081418	08/14/2018		6437L · PROGRAMS (LIT)	-40.00
TOTAL						-40.00
	Bill Pmt -Check	59157	09/24/2018	NYS Dept. of Environmental Conservation	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	9990000378507	08/27/2018		6437P8 · DENITE SYSTEMS ANALYSIS	-330.00
TOTAL						-330.00

Mastics Moriches Shirley Community Library
SEPTEMBER 24, 2018
WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	59158	09/24/2018	O'Connell, Linda	L0225 · EMPIRE NAT'L - OPERATING	
Bill	091018	09/10/2018		6437A · PROGRAMS (ADULT)	-315.00
Bill	091318	09/13/2018		6437A · PROGRAMS (ADULT)	-250.00
TOTAL					<u>-565.00</u>
Bill Pmt -Check	59159	09/24/2018	Parisi, Nicole	L0225 · EMPIRE NAT'L - OPERATING	
Bill	091218	09/12/2018		6435Dig · CED, CONF & TRAVEL (DIGITAL)	-35.98
TOTAL					<u>-35.98</u>
Bill Pmt -Check	59160	09/24/2018	Paychex	L0225 · EMPIRE NAT'L - OPERATING	
Bill	8692763-Sept2018	09/18/2018		6437P12 · PAYROLL SERVICES	-103.07
TOTAL					<u>-103.07</u>
Bill Pmt -Check	59161	09/24/2018	Paychex, Inc (Hauppauge)	L0225 · EMPIRE NAT'L - OPERATING	
Bill	538295	09/05/2018		6437P12 · PAYROLL SERVICES	-649.53
Bill	539506	09/19/2018		6437P12 · PAYROLL SERVICES	-649.53
TOTAL					<u>-1,299.06</u>

Mastics Moriches Shirley Community Library
SEPTEMBER 24, 2018
WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	59162	09/24/2018	Penguin Random House	L0225 · EMPIRE NAT'L - OPERATING	
Bill	1081277628	08/17/2018		6412A · RECORDINGS (ADULT)	-56.25
Bill	1081865196	09/07/2018		6412A · RECORDINGS (ADULT)	-33.75
TOTAL					-90.00
Bill Pmt -Check	59163	09/24/2018	Petty Cash	L0225 · EMPIRE NAT'L - OPERATING	
Bill	082218-Literacy	08/22/2018		6435L · CED, CONF & TRAVEL (LIT)	-42.47
				6437L · PROGRAMS (LIT)	-39.11
TOTAL					-81.58
Bill Pmt -Check	59164	09/24/2018	Piper-Gebhard, Randi	L0225 · EMPIRE NAT'L - OPERATING	
Bill	091018	09/10/2018		6437L · PROGRAMS (LIT)	-60.00
TOTAL					-60.00
Bill Pmt -Check	59165	09/24/2018	Pizzeria Di Riano Inc	L0225 · EMPIRE NAT'L - OPERATING	
Bill	947268	09/17/2018		6437N · PROGRAMS (TEEN)	-494.00
TOTAL					-494.00

Mastics Moriches Shirley Community Library

SEPTEMBER 24, 2018

WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	59166	09/24/2018	Prevete, Cecile	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	091218	09/12/2018		6410A · BOOKS (ADULT)	-29.99
TOTAL						-29.99
	Bill Pmt -Check	59167	09/24/2018	Quill	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	9802508	08/30/2018		6430G · OFFICE AND LIBRARY SUPPLIES	-311.33
	Bill	9872357	09/04/2018		6430G · OFFICE AND LIBRARY SUPPLIES	-105.24
	Bill	9934161	09/06/2018		6430G · OFFICE AND LIBRARY SUPPLIES	-89.10
TOTAL						-505.67
	Bill Pmt -Check	59168	09/24/2018	Quito, Herman A.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	091018	09/10/2018		6437L · PROGRAMS (LIT)	-40.00
TOTAL						-40.00
	Bill Pmt -Check	59169	09/24/2018	Recorded Books	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	75935209	08/14/2018		6412A · RECORDINGS (ADULT)	-6.95
	Bill	75937902	08/14/2018		6412A · RECORDINGS (ADULT)	-39.99
	Bill	75941292	08/21/2018		6412A · RECORDINGS (ADULT)	-44.99
	Bill	75941455	08/22/2018		6412A · RECORDINGS (ADULT)	-34.99
	Bill	75992906	08/28/2018		6417A · VIDEOS (ADULT)	-41.60
	Bill	75993758	08/29/2018		6412A · RECORDINGS (ADULT)	-44.99
	Bill	75994154	08/29/2018		6412A · RECORDINGS (ADULT)	-39.99

Mastics Moriches Shirley Community Library

SEPTEMBER 24, 2018

WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill	75994789	08/30/2018		6412A · RECORDINGS (ADULT)	-39.99
Bill	75994901	08/31/2018		6412A · RECORDINGS (ADULT)	-39.99
Bill	75994913	08/31/2018		6412A · RECORDINGS (ADULT)	-39.99
Bill	75994917	08/31/2018		6412A · RECORDINGS (ADULT)	-35.00
Bill	75995250	08/31/2018		6412A · RECORDINGS (ADULT)	-24.99
Bill	76000548	09/12/2018		6412A · RECORDINGS (ADULT)	-39.99
Bill	76000939	09/12/2018		6412A · RECORDINGS (ADULT)	-32.95
Bill	76000954	09/12/2018		6412A · RECORDINGS (ADULT)	-44.99
TOTAL					-551.39
Bill Pmt -Check	59170	09/24/2018	Regent Book Company	L0225 · EMPIRE NAT'L - OPERATING	
Bill	56880	08/30/2018		6410A · BOOKS (ADULT)	-17.00
TOTAL					-17.00
Bill Pmt -Check	59171	09/24/2018	Roeder, Kathy	L0225 · EMPIRE NAT'L - OPERATING	
Bill	083118a	08/31/2018		6437C · PROGRAMS (C&P)	-500.00
Bill	083118b	08/31/2018		6437C · PROGRAMS (C&P)	-500.00
Bill	083118c	08/31/2018		6437C · PROGRAMS (C&P)	-500.00
TOTAL					-1,500.00
Bill Pmt -Check	59172	09/24/2018	Rondon, Miriam	L0225 · EMPIRE NAT'L - OPERATING	
Bill	091018	09/10/2018		6437L · PROGRAMS (LIT)	-57.00
TOTAL					-57.00

Mastics Moriches Shirley Community Library

SEPTEMBER 24, 2018

WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	59173	09/24/2018	Rotary Club of Shirley & the Mastics	L0225 · EMPIRE NAT'L - OPERATING	
Bill	Dues 07/01--12/31/18	09/17/2018		6435D · CED, CONF & TRAVEL (ADM)	-390.00
				6438 · DUES	-150.00
TOTAL					-540.00
Bill Pmt -Check	59174	09/24/2018	Roye, Sara	L0225 · EMPIRE NAT'L - OPERATING	
Bill	082918	08/29/2018		6437A · PROGRAMS (ADULT)	-300.00
Bill	090518	09/05/2018		6437A · PROGRAMS (ADULT)	-100.00
TOTAL					-400.00
Bill Pmt -Check	59175	09/24/2018	Sandpebble Preconstruction Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	090618-Req86 NL/BldR	09/06/2018		7500 · BUILDING IMPROVEMENTS	-22,376.11
Bill	090618-Req86 Renovat	09/06/2018		7500 · BUILDING IMPROVEMENTS	-280.00
TOTAL					-22,656.11
Bill Pmt -Check	59176	09/24/2018	Schiano, Joseph, CPA	L0225 · EMPIRE NAT'L - OPERATING	
Bill	2018-111	08/31/2018		6437P02 · AUDITOR	-1,500.00
TOTAL					-1,500.00

Mastics Moriches Shirley Community Library

SEPTEMBER 24, 2018

WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	59177	09/24/2018	Scott, Robert	L0225 · EMPIRE NAT'L - OPERATING	
Bill	081618	08/16/2018		6437C · PROGRAMS (C&P)	-275.00
Bill	082318a	08/23/2018		6437C · PROGRAMS (C&P)	-250.00
Bill	082318b	08/23/2018		6437A · PROGRAMS (ADULT)	-425.00
TOTAL					<u>-950.00</u>
Bill Pmt -Check	59178	09/24/2018	SenSource	L0225 · EMPIRE NAT'L - OPERATING	
Bill	38775 renewal	08/15/2018		6439W · EQUIPMENT R & M (WIRES)	-720.00
TOTAL					<u>-720.00</u>
Bill Pmt -Check	59179	09/24/2018	Shred-it	L0225 · EMPIRE NAT'L - OPERATING	
Bill	8125471780	08/31/2018		6437P15 · DOCUMENT MANAGEMENT/DESTROY	-254.89
TOTAL					<u>-254.89</u>
Bill Pmt -Check	59180	09/24/2018	Sievers, Sandra	L0225 · EMPIRE NAT'L - OPERATING	
Bill	091018	09/10/2018		6437A · PROGRAMS (ADULT)	-100.00
TOTAL					<u>-100.00</u>

Mastics Moriches Shirley Community Library

SEPTEMBER 24, 2018

WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	59181	09/24/2018	South Shore Press, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	73384	09/06/2018		643765 · PROMOTION AND PUBLICITY	-2,700.00
TOTAL						-2,700.00
	Bill Pmt -Check	59182	09/24/2018	Spinelle, Alexis	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	091018	09/10/2018		6437L · PROGRAMS (LIT)	-50.00
TOTAL						-50.00
	Bill Pmt -Check	59183	09/24/2018	Stalzer, Diane	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	082018	08/20/2018		6437C · PROGRAMS (C&P)	-125.00
	Bill	091018	09/10/2018		6437C · PROGRAMS (C&P)	-125.00
TOTAL						-250.00
	Bill Pmt -Check	59184	09/24/2018	Staples Advantage	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	8051040805	08/17/2018		6430G · OFFICE AND LIBRARY SUPPLIES	-58.20
					6430G · OFFICE AND LIBRARY SUPPLIES	-20.90
					6451G · CUSTODIAL SUPPLIES	-382.17
	Bill	8051123452	08/24/2018		6430G · OFFICE AND LIBRARY SUPPLIES	-43.35
	Bill	8051207980	08/31/2018		6430G · OFFICE AND LIBRARY SUPPLIES	-74.42
	Bill	8051307724	09/07/2018		6430G · OFFICE AND LIBRARY SUPPLIES	-88.85
TOTAL						-667.89

Mastics Moriches Shirley Community Library
SEPTEMBER 24, 2018
WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	59185	09/24/2018	Suffolk Cooperative Library System	L0225 · EMPIRE NAT'L - OPERATING	
Bill	68143	09/04/2018		6411C · MICRO/REF CD (C&P)	-5,400.00
				6411N · MICRO/REF CD (TEEN)	-5,400.00
				6411A · MICRO/REF CD (ADULT)	-5,400.00
Bill	68212	09/10/2018		6437C · PROGRAMS (C&P)	-2,100.00
TOTAL					-18,300.00
Bill Pmt -Check	59186	09/24/2018	Tag-It Engravings & Signs	L0225 · EMPIRE NAT'L - OPERATING	
Bill	12505	08/28/2018		6430G · OFFICE AND LIBRARY SUPPLIES	-39.00
Bill	12510	09/05/2018		6430G · OFFICE AND LIBRARY SUPPLIES	-18.00
TOTAL					-57.00
Bill Pmt -Check	59187	09/24/2018	Tend Coffee	L0225 · EMPIRE NAT'L - OPERATING	
Bill	3217	09/19/2018		6435D · CED, CONF & TRAVEL (ADM)	-52.50
TOTAL					-52.50
Bill Pmt -Check	59188	09/24/2018	Thermal Solutions, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	100374	09/14/2018		6452G · BLDG ALTERATION AND MAINT	-828.38
TOTAL					-828.38

Mastics Moriches Shirley Community Library
SEPTEMBER 24, 2018
WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	59189	09/24/2018	Town of Brookhaven Prks Dpt - FacilityFee	L0225 · EMPIRE NAT'L - OPERATING	
Bill	083118	08/31/2018		6437C · PROGRAMS (C&P)	-130.00
				6437D · PROGRAMS (DIGITAL)	-120.00
TOTAL					-250.00
Bill Pmt -Check	59190	09/24/2018	True Nature Landscaping Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	14862	08/29/2018		6452G · BLDG ALTERATION AND MAINT	-360.00
TOTAL					-360.00
Bill Pmt -Check	59191	09/24/2018	ULINE	L0225 · EMPIRE NAT'L - OPERATING	
Bill	100585305	08/23/2018		6430G · OFFICE AND LIBRARY SUPPLIES	-169.22
Bill	100659929	08/27/2018		6430G · OFFICE AND LIBRARY SUPPLIES	-257.39
TOTAL					-426.61
Bill Pmt -Check	59192	09/24/2018	Unique Management Services, Inc	L0225 · EMPIRE NAT'L - OPERATING	
Bill	468113	09/01/2018		6437P7 · COLLECTION AGENCY	-125.30
TOTAL					-125.30

Mastics Moriches Shirley Community Library
SEPTEMBER 24, 2018
WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	59193	09/24/2018	Urena, Christina	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	091018	09/10/2018		6437L · PROGRAMS (LIT)	-50.00
TOTAL						-50.00
	Bill Pmt -Check	59194	09/24/2018	VenMill Industries Inc	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	6473	09/04/2018		6439G · EQUIPMENT R & M (GEN)	-76.83
TOTAL						-76.83
	Bill Pmt -Check	59195	09/24/2018	Villegas, Martha	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	082818	08/28/2018		6437L · PROGRAMS (LIT)	-143.00
TOTAL						-143.00
	Bill Pmt -Check	59196	09/24/2018	W. B. Mason Co., Inc.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	I58063660	08/22/2018		6435S · CED, CONF & TRAV (COMM SRV)	-76.61
	Bill	I58338097	08/30/2018		6430G · OFFICE AND LIBRARY SUPPLIES	-80.11
	Bill	I58489708	09/05/2018		6430G · OFFICE AND LIBRARY SUPPLIES	-31.08
TOTAL						-187.80

Mastics Moriches Shirley Community Library
SEPTEMBER 24, 2018
WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	59197	09/24/2018	Wiedersum Associates Architects, PLLC	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	3	08/30/2018		7500 · BUILDING IMPROVEMENTS	-3,200.00
TOTAL						-3,200.00
	Bill Pmt -Check	59198	09/24/2018	Winters Bros. Hauling of LI, LLC	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	746888	08/31/2018		6432G · CARTAGE	-285.00
TOTAL						-285.00
	Bill Pmt -Check	59199	09/24/2018	Wischhusen, Will	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	083118	08/31/2018		6437N · PROGRAMS (TEEN)	-240.00
TOTAL						-240.00
	Bill Pmt -Check	59200	09/24/2018	Wischhusen, Will - Staff	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	082718	08/27/2018		6437N · PROGRAMS (TEEN)	-85.00
TOTAL						-85.00

Mastics Moriches Shirley Community Library

SEPTEMBER 24, 2018

WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	59201	09/24/2018	Wyneken, Rachel	L0225 · EMPIRE NAT'L - OPERATING	
Bill	083018	08/30/2018		6430G · OFFICE AND LIBRARY SUPPLIES	-25.50
				6437C · PROGRAMS (C&P)	-39.90
Bill	091218	09/12/2018		6437A · PROGRAMS (ADULT)	-25.38
				6437N · PROGRAMS (TEEN)	-22.50
TOTAL					-113.28
Bill Pmt -Check	59202	09/24/2018	Xerox Corporation (PA)	L0225 · EMPIRE NAT'L - OPERATING	
Bill	230083267	08/01/2018		6439G · EQUIPMENT R & M (GEN)	-3,945.97
Bill	230086797	09/01/2018		6439G · EQUIPMENT R & M (GEN)	-3,367.38
TOTAL					-7,313.35
Bill Pmt -Check	59203	09/24/2018	Zero To Three	L0225 · EMPIRE NAT'L - OPERATING	
Bill	0042325	09/05/2018		6410C · BOOKS (C&P)	-60.00
TOTAL					-60.00
Bill Pmt -Check	59204	09/24/2018	Void - check print error	L0225 · EMPIRE NAT'L - OPERATING	
TOTAL					0.00

Mastics Moriches Shirley Community Library

SEPTEMBER 24, 2018

WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	59205	09/24/2018	Postmaster	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	NL-102018	09/21/2018		6433G · POSTAGE	-2,012.21
TOTAL						-2,012.21
	Bill Pmt -Check	59206	09/24/2018	D'Amato, Tara	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	090518	09/05/2018		6430G · OFFICE AND LIBRARY SUPPLIES	-66.52
TOTAL						-66.52
	Bill Pmt -Check	59207	09/24/2018	Emerald Island	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	304906	09/06/2018		6451G · CUSTODIAL SUPPLIES	-463.79
TOTAL						-463.79
					TOTAL	-103,353.79

I hereby certify that at a meeting on September 24, 2018
the above vouchers were approved and authorized.

Signed: _____

Mastics Moriches Shirley Community Library
Payroll Benefit Warrant
September 7, 2018

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	5980	09/07/2018	1095 Doreen Adamcik	L0226 - EMPIRE NAT'L - PAYROLL	
TOTAL	Bill	09072018	09/07/2018		9060 - MEDICAL INSURANCE	\$ (134.00)
						<u>\$ (134.00)</u>
	Bill Pmt -Check	5981	09/07/2018	1096 Denise Boinay	L0226 - EMPIRE NAT'L - PAYROLL	
TOTAL	Bill	09072018	09/07/2018		9060 - MEDICAL INSURANCE	\$ (134.00)
						<u>\$ (134.00)</u>
	Bill Pmt -Check	5982	09/07/2018	1097 Florence Stonish	L0226 - EMPIRE NAT'L - PAYROLL	
TOTAL	Bill	09042018	09/07/2018		9060 - MEDICAL INSURANCE	\$ (134.00)
						<u>\$ (134.00)</u>
	Bill Pmt -Check	5983	09/07/2018	1098 Mary Abruscato	L0226 - EMPIRE NAT'L - PAYROLL	
TOTAL	Bill	09042018	09/07/2018		9060 - MEDICAL INSURANCE	\$ (134.00)
						<u>\$ (134.00)</u>
	Bill Pmt -Check	5984	09/07/2018	1099 Kathleen Irish	L0226 - EMPIRE NAT'L - PAYROLL	
TOTAL	Bill	09072018	09/07/2018		9060 - MEDICAL INSURANCE	\$ (267.90)
						<u>\$ (267.90)</u>
	Bill Pmt -Check	5985	09/07/2018	1100 Madeline Sacco	L0226 - EMPIRE NAT'L - PAYROLL	
TOTAL	Bill	09042018	09/07/2018		9060 - MEDICAL INSURANCE	\$ (134.00)
						<u>\$ (134.00)</u>
	Bill Pmt -Check	5986	09/07/2018	1101 William Cicola	L0226 - EMPIRE NAT'L - PAYROLL	
TOTAL	Bill	09042018	09/07/2018		9060 - MEDICAL INSURANCE	\$ (134.00)
						<u>\$ (134.00)</u>
	Bill Pmt -Check	5987	09/07/2018	1101.1 Lorna K Hastings	L0226 - EMPIRE NAT'L - PAYROLL	
TOTAL	Bill	09072018	09/07/2018		9060 - MEDICAL INSURANCE	\$ (348.30)
						<u>\$ (348.30)</u>

Mastics Moriches Shirley Community Library
Payroll Benefit Warrant
September 7, 2018

	Bill Pmt -Check	5988	09/07/2018 1102 John R Verbesey	L0226 · EMPIRE NAT'L - PAYROLL	
TOTAL	Bill	09072018	09/07/2018	9060 · MEDICAL INSURANCE	\$ (268.00)
					<u>\$ (268.00)</u>
	Bill Pmt -Check	5989	09/07/2018 1109 Prudential	L0226 · EMPIRE NAT'L - PAYROLL	
TOTAL	Bill	09072018	09/07/2018	L0172 · 403B PRUDENTIAL	\$ (1,550.00)
					<u>\$ (1,550.00)</u>
	Bill Pmt -Check	5990	09/07/2018 1112 The NYS Deferred Compensation Plan	L0226 · EMPIRE NAT'L - PAYROLL	
TOTAL	Bill	703021	09/07/2018	L0173 · 457B NYS DEFERRED COMP	\$ (1,720.74)
					<u>\$ (1,720.74)</u>
	Bill Pmt -Check	5991	09/07/2018 1113 Met Life	L0226 · EMPIRE NAT'L - PAYROLL	
TOTAL	Bill	09072018	09/07/2018	L0171 · 403B MET LIFE	\$ (2,583.00)
					<u>\$ (2,583.00)</u>
	Bill Pmt -Check	5992	09/07/2018 CSEA Employee Benefit Fund	L0226 · EMPIRE NAT'L - PAYROLL	
TOTAL	Bill	09072018	09/07/2018	L0510 · CSEA POST TAX DENTAL	\$ (60.51)
				L0520 · CSEA POST TAX VISION	<u>\$ (4.71)</u>
					\$ (65.22)
	Bill Pmt -Check	5993	09/07/2018 CSEA, Inc.	L0226 · EMPIRE NAT'L - PAYROLL	
TOTAL	Bill	09072018	09/07/2018	L0500 · CSEA UNION DUES	\$ (2,404.16)
					<u>\$ (2,404.16)</u>
					\$ (10,011.32)

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
Benefit Warrant
September 21, 2018

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	5994	09/21/2018	1103 State Of NY Department of Civil Serv	L0226 · EMPIRE NAT'L - PAYROLL	
Bill	529	09/21/2018		9060 · MEDICAL INSURANCE	\$ (84,407.69)
TOTAL					<u>\$ (84,407.69)</u>
Bill Pmt -Check	5995	09/21/2018	1109 Prudential	L0226 · EMPIRE NAT'L - PAYROLL	
Bill	09212018	09/21/2018		L0172 · 403B PRUDENTIAL	\$ (1,550.00)
TOTAL					<u>\$ (1,550.00)</u>
Bill Pmt -Check	5996	09/21/2018	1110 AFLAC	L0226 · EMPIRE NAT'L - PAYROLL	
Bill	016884	09/21/2018		L0625 · AFLAC PRE-TAX	\$ (3,203.73)
				L0626 · AFLAC POST-TAX	\$ (325.65)
TOTAL					<u>\$ (3,529.38)</u>
Bill Pmt -Check	5997	09/21/2018	1112 The NYS Deferred Compensation Plan	L0226 · EMPIRE NAT'L - PAYROLL	
Bill	707670	09/21/2018		L0173 · 457B NYS DEFERRED COMP	\$ (1,611.64)
TOTAL					<u>\$ (1,611.64)</u>
Bill Pmt -Check	5998	09/21/2018	1113 Met Life	L0226 · EMPIRE NAT'L - PAYROLL	
Bill	09212018	09/21/2018		L0171 · 403B MET LIFE	\$ (2,768.00)
TOTAL					<u>\$ (2,768.00)</u>
Bill Pmt -Check	5999	09/21/2018	CSEA Employee Benefit Fund	L0226 · EMPIRE NAT'L - PAYROLL	
Bill	09212018	09/21/2018		L0510 · CSEA POST TAX DENTAL	\$ (60.51)
				L0520 · CSEA POST TAX VISION	\$ (4.71)
TOTAL					<u>\$ (65.22)</u>
Bill Pmt -Check	6000	09/21/2018	CSEA, Inc.	L0226 · EMPIRE NAT'L - PAYROLL	
Bill	09212018	09/21/2018		L0500 · CSEA UNION DUES	\$ (2,417.95)
TOTAL					<u>\$ (2,417.95)</u>

**Mastics Moriches Shirley Community Library
Benefit Warrant
September 21, 2018**

Bill Pmt -Check	EFT	08/24/2018	1106 NYS Employees' Retirement System	L0226 · EMPIRE NAT'L - PAYROLL	
Bill	08242018	08/24/2018		L0163 · RC ERS CONTRIBUTIONS	\$ (2,332.83)
				L0161 · RL - ERS LOAN	\$ (2,106.00)
				L0160 · RA - ERS ARREARS (VOLUNTARY)	\$ (173.86)
				L0160.1 · MA - ERS ARREARS (MANDATORY)	\$ (135.76)
TOTAL					<u>\$ (4,748.45)</u>
Bill Pmt -Check	EFT	08/24/2018	Hartford Insurance Company	L0226 · EMPIRE NAT'L - PAYROLL	
Bill	415789203	08/24/2018		L0196 · LONG TERM	\$ (662.43)
				9055 · DISABILITY INSURANCE	\$ (1,265.21)
TOTAL					<u>\$ (1,927.64)</u>
					\$ (103,025.97)

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

Signed: _____
Title: Secretary

Director's Report

September 2018

General

- We are still reviewing our staffing plan with regard to the position formerly held by Assistant Director Nick Tanzi, including working with Suffolk County Civil Service to solicit eligible candidates.
- Our statistics forms are still being updated and will be included in next month's report.
- We have experienced an uptick in bicycle thefts from in front of the Library. As a result we relocated a bicycle rack to the front entrance area. This seems to have solved the problem.
- A feasibility plan is being conducted by staff to explore the technical and policy challenges we face in meeting our goal of issuing a library card to every child in the WFSD. At a minimum our goal is to provide every student in the district access to our e-resources, including e-books, e-magazines, audio files, video files, database access, access to Lynda.com and more. We also hope students will visit the facility to borrow physical items and avail themselves of the programs we have to offer. We will provide you with more information on this initiative in the upcoming months.
- Our CSEA collective bargaining agreement expires at the end of June 2019. I have requested that we begin negotiations in the hopes that we can settle the new contract before the existing one expires. At this time I ask that the board to inform me of any requested modifications to the existing terms/conditions of employment before we enter into negotiations.

Policy

- We are working to comply with the new NYS legislation aimed at combatting sexual harassment in the workplace. We are required to have a board adopted "Sexual Harassment Prevention Policy" in place by October 9, 2018 and to offer employee training by January 2019. Although there has been a period for public comment on the proposed model policy offered by NYS, that period just recently closed. We are being advised that the NYS model policy may change as a result of comments submitted. You will see a policy for your review and approval in New Business for the September meeting. Please note that we may need to have you adopt a revised policy at a later

meeting this year if NYS adopts changes based on comments. Employee training is being developed. More information about the legislation and our requirements for compliance can be found here: <https://www.ny.gov/programs/combating-sexual-harassment-workplace>

Facility

- I spent a large portion of my time again this month working with our construction management firm and board to align around possible scenarios for facility renovation and/or relocation.
 - We are planning for three focus group meetings led by our architect Rick Wiedersum.
 - We held a staff focus group workshop led by our architect Rick Wiedersum and construction manager Victor Conseco. Staff were given the opportunity to review and comment on the varied options available to the Board with regard to our facility needs. A summary of the meeting will be forwarded to the board shortly.
 - A community leader focus group meeting is planned for October 2nd. Letters of invitation have been sent to invitees, including our elected officials.
 - A third focus group meeting will be held sometime in November with interested residents.
- We are also working on a digital survey for residents to complete. A draft will be available for Board review shortly.
- Quotes are being solicited for cleaning the carpets.
- Our landscaping company will be doing some extra work on trimming and relocating a few shrubs in the front garden.
- Our electrician has informed us that at least three light fixtures in public areas of our facility are out and beyond repair. The fixtures are no longer being manufactured and replacement parts are no longer available. We will need to determine how to handle this situation as we cannot replace the light fixtures without finding an asbestos certified electrician to do the work. For now we will have to live with areas in the stacks and elsewhere that are not lit appropriately.

Meetings & Events

Rotary, Suffolk County Library Association Legislative Breakfast, Forge River Sewer District informational meeting, LILRC Board Meeting.

	July	August	September	October	November	December
Patron Visits (new counter as of 8-15)	30,331					
Website Visits	30,149					
Adult	1,944					
Children's	269					
Teen	176					
Program Calendar	2,179					
Library Link	217					
CommunityLibrary.org	17,338					
Facebook						
Mobile App						
Circulation	55,439	54,271	-	-	-	-
Staff assisted checkouts & renewals	15,074	14,071				
Express Lane Checkouts & renewals	10,704	10,371				
Renewals by patrons (web)	23,453	22,728				
Museum Pass Checkouts	143					
eBook Checkouts	3,315	3,435				
Movie Streams/Downloads	198	304				
Music Streams/Downloads	1,208	2,080				
eAudiobook Checkouts	1,240	1,184				
eMagazine Checkouts	104	98				
ILLs out	1,755	1,684				
ILLs in	1,355	1,466				
Holds	3,895	3,905				
Filled Holds	2,847	3,036				
New Library Cards	231					
New/Renewed Contract Patrons	6					
Computer Usage	4,323	4,554	-	-	-	-
Adult	2,924	3,104				
Children's	909	934				

Teen	490	516				
Public Wireless						
Fax/Copy/email service	1,947	1,899				
Reference Questions	1,957	1,813	-	-	-	-
Adult	1,373	1,381				
Children's	422	311				
Teen	92	83				
Chat Reference	70	38				
Other Questions	4,236	4,171	-	-	-	-
Adult	2,159	2,216				
Children's	1,488	1,303				
Teen	589	652				
Programs, In-House Attendance	6,094	4,376	-	-	-	-
Programs, In-House Sessions	413	271	-	-	-	-
Adult	1,152	1,581				
Adult # of Sessions	141	137				
Children's	3,286	2,453				
Children's # of Sessions	102	71				
Teen	406	342				
Teen # of Sessions	73	63				
Community Services						
Community Services # of Sessions						
Outside Organizations	1,250					
Outside Organizations # of Sessions	97					
Programs, Offsite Attendance	283	603	-	-	-	-
Programs, Offsite Sessions	15	18	-	-	-	-
Adult	178	216				
Adult # of Sessions	8	5				
Children's	105	228				
Children's # of Sessions	7	11				

Teen	-	159
Teen # of Sessions	-	2
Community Services		
Community Services # of Sessions		
Outside Organizations		
Outside Organizations # of Sessions		

Programs, Literacy Attendance	601	358	-	-	-	-
Programs, Literacy Sessions	21	14	-	-	-	-
In-house Attendance	287	165				
In-house Children's Attendance	314	193				
In-house # of Sessions	21	14				
Offsite attendance						
Offsite Children's Attendance, toddler						
Offsite Children's Attendance, school age						
Offsite # of sessions						
Hours of Instruction, Literacy in-house						
Hours of Instruction, Literacy offsite						

January	February	March	April	May	June	YTD Total	Last YTD Total
						30,331	31,735
						30,149	34,515
						1,944	2,668
						269	626
						176	412
						2,179	2,293
						217	251
						17,338	18,423
						-	-
-	-	-	-	-	-	109,710	46,559
						29,145	21,567
						21,075	11,512
						46,181	7,810
						143	94
						6,750	2,891
						502	121
						3,288	1,381
						2,424	906
						202	277
						3,439	1,909
						2,821	1,423
						7,800	4,091
						5,883	3,231
						231	258
						6	7
-	-	-	-	-	-	8,877	7,837
						6,028	2,984
						1,843	983

1,006	450
-	3,420
3,846	1,992

-	-	-	-	-	-	3,770	2,795
						2,754	1,977
						733	700
						175	64
						108	54

-	-	-	-	-	-	8,407	4,590
						4,375	1,578
						2,791	2,491
						1,241	521

-	-	-	-	-	-	10,470	6,378
-	-	-	-	-	-	684	403
						2,733	999
						278	125
						5,739	3,453
						173	94
						748	555
						136	67
						-	-
						-	-
						1,250	1,371
						97	117

-	-	-	-	-	-	886	346
-	-	-	-	-	-	33	22
						394	64
						13	5
						333	98
						18	7

							159	42
							2	6
							-	142
							-	4
							-	-
							-	-
							959	977
							35	22
							452	411
							507	566
							35	22
							-	-
							-	-
							-	-
							-	-
							-	-
							-	-

Teen Services Board Report

September 2018

Submitted by Kerrilynn Jorgensen

Over the last several months, our department has become aware of a number of our teen patrons who are homeless or living in less than ideal conditions. We have been in contact with The Long Island Coalition for the Homeless and our resident social worker Will Wischhusen to help us with resources for these teens. Due to the nature of what many of the teens are going through, we put together hygiene kits with relevant reading materials regarding health and welfare. Fifty kits were initially put out on display and we have given away forty-two of them. We will continue to look for ways to help the young people in our community going through difficult times.

The William Floyd School District had a transportation issue the first two weeks of school and there were no buses available for students. The schools offered an altered schedule to allow for early arrival and late dismissal to accommodate parents who work. The high school did not have this option available for their students the first few days. I was able to connect with the principal at the high school and offer our space in the public library for high school students who needed a place to go after school while they waited for their parent to pick them up. We had a very busy few days with our regular teen patrons and their new friends who were utilizing the teen area while they waited for rides. I was thanked for our help in the matter by Viveca Nargi, the English Department Chairperson at the High School. I hope that we continue to see these new faces throughout the year now that they see what the library has to offer.

I attended Meet the Teacher Night at William Paca Middle School on September 13th. I spoke with almost 40 parents and their teen children about our programs and services and also offered library card sign up for those who did not have a current MMSCL card. I spoke with one parent who told me their child had attended Project Zombie Library last year and that they had so much fun that, when it was their birthday, they asked for a zombie themed birthday party and replicated our program!

-Kerrilynn Jorgensen



Two of our more talented teens have moved on and will not participate in the upcoming exhibits. Dyamond Theagene and Ashley Jardorspher attended their last Illustrator's Workshops at the end of August and have both gone away to college. Best of luck to both of them!

Preparation for the fall teen art show is underway as I have started gathering and mounting the teens artwork.

Teen artist Jordan Whitman submitted a series of Marvel comic book characters done in her own style. This led me to the idea of having a separate wall in the teen department reserved for one teen each month to have several of their pieces displayed for artist of the month. I am currently working on getting one single hanging unit. I am trying to match it to the same ones we have along the back wall where all of the teen art is on display. -**Tom Casper**



The Teen Theatre Camp Performance took place on August 17th. The teens worked hard all summer on skits and musical numbers that they chose themselves. This program allowed teens who don't traditionally have an interest in theatre to explore different aspects of theatre and find another possible creative outlet. To increase attendance in the future I am considering having rehearsals twice a week in one month rather than once a week spread out over two months. A few teens couldn't make the commitment for all of July and all of August and this might allow more teens to participate. I am also considering making the final performance optional for the teens who attend, a few teens enjoyed coming each week but in the end didn't want to perform in front of an audience. Overall the teens who attended and stuck with the program for the entirety had a wonderful time. All of them who didn't graduate were very excited to come back next year. – **Samantha Quinn**



MMSCL CIRCULATION SERVICES DEPARTMENT



September 2018 Board Report by DH Anne Marie Hofmann
STATISTICAL INFORMATION FOR THE MONTH OF **August 2018**

TOTAL Circulation Activity: 54,434

Monthly Visitors in July: 31,899

Activity Breakdown

Staff Assisted Checkouts: 14,071

Patron Self Checkouts: 10,371

Online Renewals: 22,728

Digital Checkout Breakdown

eBooks— 3,435

Movie Streams— 304

Music Streams— 2,080

eAudiobooks— 1,184

eMagazines— 98

Museum Pass Breakdown

Museum Passes Reserved: 175

Checked Out: 163

Cancelled/No Show: 12

Current Card Holders: 39,690

Current Contract Patrons: 1,627

NEW Library Cards Issued: 185

District Patrons:176 Contract Patrons:9 Transferred:31

Meeting Room Usage:

Rooms booked by district organizations including tutors: 64

Community residents including students in attendance: 1,125

SMS Alerts - Text Notifications: Currently 1,312

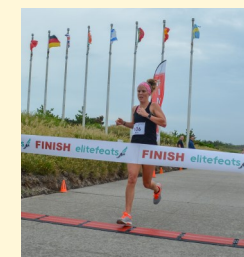
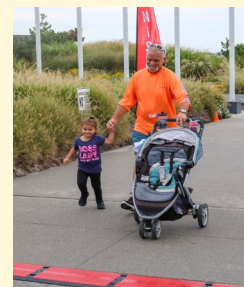
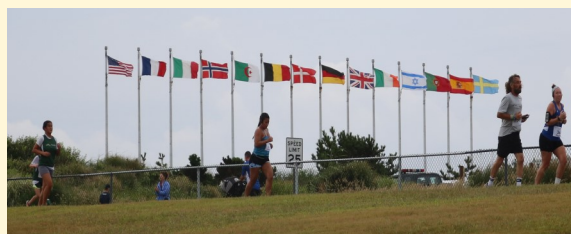
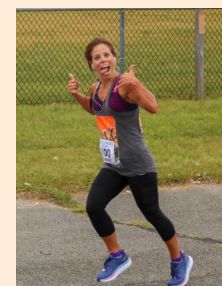
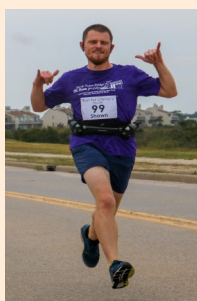
Online Temporary Self Registration: Currently 20

5K Run for Literacy

The 18th annual 5K Run for Literacy took place on Saturday, September 8th. Although there were overcast skies, and some rain, it was good running weather. There were 317 runners to cross the finish line and 346 registered overall, nearly one hundred more runners than 2017. Congratulations to all runners to cross the finish line, from ages 6 to 79!

Local officials, Suffolk County Legislator Rudy Sunderman and Town of Brookhaven Supervisor Ed Romaine, kicked off the opening ceremonies by welcoming this year's runners. MC, Ron Gross, led the opening and closing ceremonies and Ron Gross Jr. beautifully sang the National Anthem.

Thanks to our 45 sponsors, up from 29, for their support of Family Literacy in our community. Thank you to everyone, library and community wide, involved in the planning, preparation, and execution of this big undertaking! The Literacy Department and Community Family Literacy Project are very grateful and looking forward to supporting the community, in turn. See you next year!



Our Sponsors

EMPIRE NATIONAL BANK

BARNES IACCARINO & SHEPHERD LLP

JAMES V. KAVANAUGH COUNCIL 5293

LOCAL 342 L.I. PUBLIC SERVICE EMPLOYEES

SANDPEBBLE

SHIRLEY AND THE MASTICS ROTARY CLUB

STERLING NATIONAL BANK

WILLIAM FLOYD UNITED TEACHERS LOCAL 1568

**Academic Associates
Reading & Learning
Center**

**Blackhawk
Surveillance, Inc.**

Carpet Express

**Chamber of Commerce
of the Mastics & Shirley**

CSEA, MMSCL, Unit 8341

Diana & Jim Davies

East End Sign Design, Inc.

FMJ Productions

**Joseph P. Price
Agency, Inc.**

La Placita Deli

Lynn Agency

Mary Sanford

Old Town Lodge #908

Searles Graphics

Shirley Feed

Shirley Sleep Shoppe

**Spagnoli
Physical Therapy**

Suffolk Center for Speech

William Floyd Diner

Buddha Beach Yoga

Century 21 Cor-Ace Reality

Custom Landscape Designs

Deli Centro America

Dr. Paul Casciano

Freshy Fresh Bagels

Jeans Town

La Jolla de Oro Restaurant

Long Island Security Service Inc.

**Magaly's
Barbershop & Hair Salon**

Mastic Sandwich Club

NYS Assemblyman Fred Thiele

South Shore Autoworks

Suffolk County Locksmith Inc.

**William Floyd United Teachers
Retirement Chapter**

Williams-Smith Family

Mr. TechPro

Quitos Unisex Beauty Salon

REPORT OF PERSONNEL CHANGES SUFFOLK COUNTY DEPARTMENT OF CIVIL SERVICE						DATE PREPARED: 09/24/18	
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
TRS	TANZI, NICHOLAS		ASSISTANT LIBRARY DIRECTOR			08/31/18	
TRS	ADAMO, JULIA		LIBRARY CLERK			09/18/18	
CCP	BURG, STEPHEN		LIBRARIAN III	\$ 81,030.16		09/19/18	18-1774
APT	GABRELL, MARY		LIBRARY CLERK	\$13.13/Hour	Up to 17.5	09/06/18	
TRS	SYLVERT, MICHELLE		PAGE			08/31/18	
TRS	REESE, NYKEL		GUARD			07/10/18	
DID YOU:	1. Submit a Duties Statement for all new positions or when refilling those for which DS is over five years old?				The above changes are hereby certified as being in accordance with Civil Service requirements.		
	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			



is proud to honor

James V. Kavanaugh Knights of Columbus Members



DON SARNO

Grand Knight

and

PETE COSTELLOE

President of the Columbian Club

*for their continued service to the
Mastics, Moriches and Shirley Communities*

FRIDAY, OCTOBER 5, 2018

from 7 to 11 pm

at the

SUNSET HARBOUR

90 Colonial Drive, East Patchogue

Tickets are \$100 per person

Includes

COCKTAIL HOUR • DINNER • OPEN BAR • CHINESE AUCTION • SILENT AUCTION

ENTERTAINMENT BY

Chain Reaction

**FOR MORE INFORMATION CALL 631-281-4461
OR VISIT OUR WEBSITE: WWW.COLONIALYFS.COM**



Dinner and Cocktails Honoring James V. Kavanaugh Knights of Columbus Members
DON SARNO, GRAND KNIGHT & PETE COSTELLOE, COLUMBIAN CLUB PRESIDENT
FRIDAY, OCTOBER 5, 2018

☐ **YES**, I will attend. Please reserve _____ tickets at \$100 per person.

☐ **NO**, I cannot attend, but enclosed is my donation of \$_____.

JOURNAL ADS

☐ **BACK COVER** \$1,000 - 8.5w x 11h

☐ **INSIDE COVER** \$750 - 8.5w x 11h

☐ **FULL PAGE** \$400 - 8.5w x 11h

☐ **HALF PAGE** \$300 - 8.5w x 5.1h

☐ **QUARTER PAGE** \$200 - 3.9w x 5.1h

Please email camera ready ads to lzach@colonialyfs.com

AD INSTRUCTIONS

Name: _____

Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Business Phone: _____ Home Phone: _____

Cell Phone: _____ Email: _____

☐ VISA ☐ MASTERCARD

Card Number: _____ Exp. Date: _____ Sec. Code: _____

Name on Card: _____

Address of Card Holder: _____

Signature Authorization: _____

PLEASE MAKE CHECKS PAYABLE TO: COLONIAL YOUTH AND FAMILY SERVICES, INC.
PO Box 391, MASTIC BEACH, NY 11951

FOR MORE INFORMATION: 631-281-4461 • WWW.COLONIALYFS.COM



The William Floyd Alumni Association



cordially invites you to the

2018

Outstanding Educators Awards Dinner

The recipients are:

*Nikki Stallone
Terrance Phelan*

*Peter Clarry
Alphonse Leonette*

Please join us in recognizing these educators who helped guide us through life's path.

Thursday, October 11, 2018

6:00 pm - 9:30 pm

Rock Hill Golf & Country Club

105 Clancy Road

Manorville, NY 11949

Buffet and Cash Bar

_____ Tickets: \$59.00 per person or \$110.00 per couple

(Children 5-12 \$25.00/Children 4 and under free)

PayPal is available for ticket purchases at: <http://floydalumni.org/oea2018tixonline.html>

Please make ticket purchases payable to:

William Floyd Alumni Association, Inc.

P.O. Box 536

Moriches, NY 11955

Outstanding Educators Awards Journal

All proceeds benefit the William Floyd Alumni Association, Inc., and support the Outstanding Educators Program.

PLEASE PRINT:

Name: _____

Company: _____

Address: _____

Telephone#: _____ Email: _____

_____ FULL PAGE \$125.00

_____ HALF PAGE \$65.00

Deadline for Journal Ads: September 17, 2018

Your contribution may be tax deductible, please check with your tax advisor.

IMPORTANT – Please attach a copy of your journal ad or email it to:

amiller@wfsd.k12.ny.us

Please make Journal Ad checks payable to:

William Floyd Alumni Association, Inc.

c/o William Floyd School District

240 Mastic Beach Road

Mastic Beach, NY 11951

Attn: Angela Miller

For further information, please call (631) 874-1201



627 NORTH SUNRISE SERVICE ROAD, P.O. BOX 9000, BELLPORT, NY 11713-9000
TEL: 631-286-1600 ■ FAX: 631-286-1647

September 12, 2018

Mr. James Mazzaella
President, Board of Trustees
MMS Community Library

Dear Mr. Mazzaella:

Due to the expiration of the term of **Edward C. Wendol** on December 31, 2018, a vacancy will soon exist on the SCLS Board of Trustees. Mr. Wendol has represented the libraries from the **Town of Brookhaven** since January 1, 2016.

In compliance with the Bylaws of the Suffolk Cooperative Library System, a meeting will be held on **Tuesday, October 16, 2018 at 5:45 p.m.** at the **Comsewogue Public Library, 170 Terryville Road, Port Jefferson Station, New York** to caucus and nominate a Trustee to serve on the System Board to fill a term which runs from January 2, 2019 through December 31, 2021.

Candidates for the position must meet the requirements in Article VII, Sections 1 and 2, of the System's Bylaws.

Section 1: System Trustee shall reside in a public library district that is in, or partially in, the town or one of the towns they represent.

Section 2: No salaried employee of the system or any of its members nor any elected salaried official of any municipal corporation shall be eligible for election or appointment as System trustee.

Individuals interested in the position should plan to attend the nominating caucus.

Very truly yours,

A handwritten signature in black ink, appearing to read "Kevin Verbesey". The signature is fluid and cursive, with a large, stylized "V" and "S" at the end.

Kevin Verbesey
Director

cc: Library Director

September 2018

Compiled by: Stephen Burg

Computer classes and patron 3d prints

Over the past month, The Digital Services Department has conducted a variety of computer classes including a class on kindle fire and linkedin we also had 20 one on one tech appointments covering a wide range of topics. On September 5th our mobile hotspots rolled out. 19 hotspots have already been checked out. Part of why they are already flying off our selves is partly do to the social media push by Sara Roye. Nicole Parisi has been working diligently on instructional information for or next unique item roll out which ill be gopros. Our 3d printing services have also been getting some use both by the library and patron print request. We used our 3d printers to help out the teen department with letter for a wall display they are creating. We also had a patron request to make some 3d printed dungeons and dragons pieces.

