

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

January 22, 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 DIRECTORS' REPORTS

VII. BUSINESS MANAGER'S REPORT

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

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

X. EXECUTIVE SESSION

XI. ADJOURNMENT

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

February 26, 2018 @ 7:00PM

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

MINUTES OF DECEMBER 18, 2017 BOARD MEETING

Trustee Maiorana called the meeting to order at 7:04 pm.

Present were Trustees Maiorana, Gross, Vigliotta, Simmons, Director Rosalia, Assistant Director D'Amato, Assistant Director Tanzi and Secretary Prevete.

PRESENT

PERIOD OF PUBLIC EXPRESSION

Motion by Vigliotta, second by Gross to accept the minutes of the November 27, 2017 meeting of the Board of Trustees. Carried 4-0.

MINUTES

Motion by Gross, second by Vigliotta to accept the minutes of the December 6, 2017 meeting of the Board of Trustees. Carried 4-0.

Motion by Simmons, second by Vigliotta to approve the Operating Fund schedule of claims dated 12/18/17; Prepay Payables Warrant #1 \$10,822.86; Payables Warrant #2 \$142,937.56; Payroll Warrant W.E. 12/01/2017 \$183,328.79; Payroll Benefits Warrant \$8,977.78; Payroll Warrant W.E. 12/15/2017 \$221,438.28; Payroll Benefits Warrant \$108,333.54. Carried 4-0.

SCHEDULE OF CLAIMS

Motion by Simmons, second by Vigliotta to approve the Operating Financial Report for November 2017. Carried 4-0.

FINANCIAL REPORTS

Motion by Vigliotta, second by Gross to approve the Capital Fund Financial Report for November 2017. Carried 4-0.

The Director attended many community events this month including the Chamber of Commerce Christmas Parade, William Floyd Birthday Celebration (here at the library), Rotary's Student of the Month recognition and the Library's CSEA Holiday Party. She has been attending many meetings pertaining to the Library's Building Bond Vote with Town officials and staff. Lastly, she's organizing letters, flyers and Web information to get out to the public.

DIRECTOR'S REPORT

DRAFT - UNAPPROVED

The Assistant Director has been busy assisting the Director with the planning and issues pertaining to the Bond Vote. She has been busy helping Department Heads with personnel issues and managing security issues to keep the library safe. In reviewing the Library's Outreach needs she reported that the library van is aging and if possible to replace with a Bookmobile type of vehicle (the varied uses and equipment carried has escalated to be out in the community more). She was also in attendance at the Chamber of Commerce Christmas Parade (reporting that app. 1,000 children's books were handed out) and William Floyd's Celebration (she said to watch the video wall for the artwork submitted). She finished by saying that the library's Friends of the Arts will be helping with the production of Willy Wonka to take place in January.

ASS'T DIRECTOR D'AMATO'S REPORT

Assistant Director Tanzi has also been very involved with the Bond Referendum. He's working on the website to give updates and the history of the Envision Project. He attended a demonstration of KnownBe4 a company which provides security awareness training. SCLS is working on obtaining pricing on consortium basis. He has been working to fill vacancies in the Circulation Department and now in the process of hiring replacements for our Custodial Department.

ASS'T DIRECTOR TANZI'S REPORT

The Business Manager submitted his written reports.

BUSINESS MANAGER'S REPORT

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

RECOMMENDED PERSONNEL CHANGES

Motion by Vigliotta, second by Gross to approve the agreement with Lynda.com (LinkedIn) for the period February 3, 2018 through February 2, 2019 at a cost of \$12,468.75. Carried 4-0.

CONTRACTS / RENEWALS

LYNDA.com (LinkedIn)

DRAFT - UNAPPROVED

POLICIES

Motion by Vigliotta, second by Gross to adopt the Library's Social Media policy. Carried 4-0.

SOCIAL MEDIA

Motion by Gross, second by Simmons to adopt the Library's Video Surveillance policy. Carried 4-0.

VIDEO SURVEILLANCE

Motion by Simmons, 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 4-0.

DISPOSAL OF OBSOLETE/ BROKEN EQUIPMENT

Motion by Vigliotta, second by Gross to approve the proposed SCLS 2018 annual budget, of which \$91,204.00 will be paid for contracted services by the Mastics-Moriches-Shirley Community Library. Carried 4-0.

SCLS BUDGET - 2018

Motion by Vigliotta, second by Gross to move into Executive Session at 7:24 pm to discuss the rehiring of a former IT employee. Carried 4-0.

EXECUTIVE SESSION

Motion by Vigliotta, second by Simmons to leave Executive Session at 8:30 pm. Carried 4-0.

Motion by Simmons, second by Gross to adjourn the Board Meeting at 8:31 pm. Carried 4-0.

ADJOURNMENT

Respectfully Submitted by,

Secretary to the Board

**SCHEDULE OF CLAIMS
PRESENTED JANUARY 22, 2018**

PREPAY PAYABLES WARRANT #1	\$ 30,317.38
PAYABLES WARRANT #2	\$ 216,115.19
PAYROLL WARRANT W.E. 12/29/2017	\$ 183,059.82
PAYROLL BENEFITS WARRANT	\$ 11,689.87
PAYROLL WARRANT W.E. 1/12/2018	\$ 185,587.11
PAYROLL BENEFITS WARRANT	\$ 9,875.37

Total	<u>\$ 636,644.74</u>
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I hereby certify that at a meeting of the Board of Trustees, a resolution was adopted for authorized payment of this attached schedule of claims.

Secretary

Mastics Moriches Shirley Community Library
JANUARY 22, 2018
PREPAY WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	57957	12/19/2017	AT&T	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	121017	12/10/2017		6431D · TELECOMMUNICATIONS	-42.40
TOTAL						-42.40
	Bill Pmt -Check	57958	12/19/2017	Cablevision / Optimum	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	121617	12/19/2017		6431D · TELECOMMUNICATIONS	-781.65
TOTAL						-781.65
	Bill Pmt -Check	57959	12/19/2017	Postmaster	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	NL012018	12/19/2017		6433G · POSTAGE	-3,374.95
TOTAL						-3,374.95
	Bill Pmt -Check	57960	12/20/2017	American Express	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	121417	12/14/2017		2771 · COPIER REVENUE - CONTRACT (R)	-35.00
					6410C · BOOKS (C&P)	-379.66
					6430G · OFFICE AND LIBRARY SUPPLIES	-585.00
					6431D · TELECOMMUNICATIONS	-95.00
					6433G · POSTAGE	-33.50
					6435D · CED, CONF & TRAVEL (ADM)	-125.00
					6435Dig · CED, CONF & TRAVEL (DIGITAL)	-433.92
					643765 · PROMOTION AND PUBLICITY	-217.00
					6437C · PROGRAMS (C&P)	-1,099.00
					6437N · PROGRAMS (TEEN)	-59.95
					6438 · DUES	-99.00
					6450F · FUEL/GAS	-74.06
TOTAL						-3,236.09

Mastics Moriches Shirley Community Library
JANUARY 22, 2018
PREPAY WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	57961	12/26/2017	Cablevision / Optimum	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	122317	12/23/2017		6431D · TELECOMMUNICATIONS	-107.56
TOTAL						-107.56
	Bill Pmt -Check	57962	12/26/2017	Rendezvous Travel	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	dpstPeddlrVlg051918	12/14/2017		6437A · PROGRAMS (ADULT)	-300.00
TOTAL						-300.00
	Bill Pmt -Check	57963	12/26/2017	Verizon	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	121417	12/14/2017		6431D · TELECOMMUNICATIONS	-17.82
TOTAL						-17.82
	Bill Pmt -Check	57964	12/27/2017	Home Depot Credit Services	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	122017	01/20/2018		6430G · OFFICE AND LIBRARY SUPPLIES	-44.80
					6437A · PROGRAMS (ADULT)	-105.60
					6437L · PROGRAMS (LIT)	-472.76
					6451G · CUSTODIAL SUPPLIES	-223.44
					7203N · EQUIPMENT TEEN	-99.99
TOTAL						-946.59
	Bill Pmt -Check	57965	01/03/2018	Postmaster	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	012018-Mailer	01/03/2018		6433G · POSTAGE	-2,587.34
TOTAL						-2,587.34

Mastics Moriches Shirley Community Library

JANUARY 22, 2018

PREPAY WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	57966	01/08/2018	AT&T Mobility	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	122718	12/27/2017		6431D · TELECOMMUNICATIONS	-289.10
TOTAL						-289.10
	Bill Pmt -Check	57967	01/11/2018	Amazon.com	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	121017	12/10/2017		6410A · BOOKS (ADULT)	-865.38
					6410C · BOOKS (C&P)	-350.11
					6410N · BOOKS (TEEN)	-14.96
					6412A · RECORDINGS (ADULT)	-114.37
					6417A · VIDEOS (ADULT)	-1,312.42
					6417C · VIDEOS (C&P)	-105.01
					6417N · VIDEOS (TEEN)	-457.54
					6429C · REALIA (C&P)	-85.47
					6430G · OFFICE AND LIBRARY SUPPLIES	-870.59
					6437A · PROGRAMS (ADULT)	-236.43
					6437C · PROGRAMS (C&P)	-405.53
					6437D · PROGRAMS (DIGITAL)	-121.68
					6437N · PROGRAMS (TEEN)	-292.85
					6451G · CUSTODIAL SUPPLIES	-69.56
					7203A · EQUIPMENT ADULT	-129.52
					7203G · EQUIPMENT BUS OFF	-59.62
TOTAL						-5,491.04
	Bill Pmt -Check	57968	01/11/2018	Lighttower Fiber Networks	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	69884	01/01/2018		6431D · TELECOMMUNICATIONS	-2,495.00
TOTAL						-2,495.00

Mastics Moriches Shirley Community Library
JANUARY 22, 2018
PREPAY WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	57969	01/11/2018	National Grid	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	010318	01/03/2018		6450F · FUEL/GAS	-2,476.62
TOTAL						-2,476.62
	Bill Pmt -Check	57970	01/11/2018	PSEG	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	010518	01/05/2018		6450E · ELECTRICITY	-7,515.06
TOTAL						-7,515.06
	Bill Pmt -Check	57971	01/12/2018	Sam's Club	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	010818	01/08/2018		6437N · PROGRAMS (TEEN)	-119.12
					6430G · OFFICE AND LIBRARY SUPPLIES	-79.66
					6437A · PROGRAMS (ADULT)	-457.38
TOTAL						-656.16
					TOTAL	-30,317.38

I hereby certify that at a meeting on January 22, 2018
the above vouchers were approved and authorized.

Signed: _____

Mastics Moriches Shirley Community Library

JANUARY 22, 2018

WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	57972	01/22/2018	4imprint	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	5999226	01/05/2018		6430G · OFFICE AND LIBRARY SUPPLIES	-141.54
TOTAL						-141.54
	Bill Pmt -Check	57973	01/22/2018	Abramowitz, Kelly	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	122817	12/28/2017		6437N · PROGRAMS (TEEN)	-480.00
TOTAL						-480.00
	Bill Pmt -Check	57974	01/22/2018	Academic Associates	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	122917	12/29/2017		6437L · PROGRAMS (LIT)	-360.00
TOTAL						-360.00
	Bill Pmt -Check	57975	01/22/2018	Advanced Plant Care, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	24020	01/04/2018		643760 · PLANTINGS	-150.00
TOTAL						-150.00
	Bill Pmt -Check	57976	01/22/2018	Aguilar, Sandra A.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	121117	12/11/2017		6437L · PROGRAMS (LIT)	-50.00
TOTAL						-50.00
	Bill Pmt -Check	57977	01/22/2018	ALA Store	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	48280506	12/15/2017		6410C · BOOKS (C&P)	-222.42
TOTAL						-222.42

Mastics Moriches Shirley Community Library

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WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	57978	01/22/2018	American Express	L0225 · EMPIRE NAT'L - OPERATING	
Bill	011418	01/14/2018		2771 · COPIER REVENUE - CONTRACT (R)	-35.00
				6419W · SOFTWARE (WIRES)	-79.00
				6430G · OFFICE AND LIBRARY SUPPLIES	-369.39
				6431D · TELECOMMUNICATIONS	-95.00
				6433G · POSTAGE	-6.65
				643765 · PROMOTION AND PUBLICITY	-237.99
				6450F · FUEL/GAS	-67.90
TOTAL					-890.93
Bill Pmt -Check	57979	01/22/2018	American Library Association	L0225 · EMPIRE NAT'L - OPERATING	
Bill	110217-LSquires	11/02/2017		6435T · CED, CONF & TRAVEL (TECH)	-475.00
TOTAL					-475.00
Bill Pmt -Check	57980	01/22/2018	Andriola's Cesspool Service, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	6493	12/30/2017		6452G · BLDG ALTERATION AND MAINT	-858.00
TOTAL					-858.00
Bill Pmt -Check	57981	01/22/2018	Ashton, Ruth	L0225 · EMPIRE NAT'L - OPERATING	
Bill	010418	01/04/2018		6437L · PROGRAMS (LIT)	-306.00
TOTAL					-306.00

Mastics Moriches Shirley Community Library

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WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	57982	01/22/2018	AT&T	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	011018	01/10/2018		6431D · TELECOMMUNICATIONS	-42.64
TOTAL						-42.64
	Bill Pmt -Check	57983	01/22/2018	Audubon	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	Feb2018renewal	01/16/2018		6413A · PERIODICALS (ADULT)	-20.00
TOTAL						-20.00
	Bill Pmt -Check	57984	01/22/2018	Baker & Taylor	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	3021942455	12/06/2017		6410A · BOOKS (ADULT)	-75.45
	Bill	3021941567	12/07/2017		6410A · BOOKS (ADULT)	-57.84
	Bill	3021945635	12/08/2017		6410A · BOOKS (ADULT)	-1,797.23
	Bill	3021940444	12/11/2017		6410N · BOOKS (TEEN)	-11.89
	Bill	3021953875	12/12/2017		6410A · BOOKS (ADULT)	-116.38
	Bill	3021954727	12/12/2017		6410N · BOOKS (TEEN)	-97.28
	Bill	3021956936	12/13/2017		6410C · BOOKS (C&P)	-114.95
	Bill	3021957527	12/13/2017		6410A · BOOKS (ADULT)	-163.28
	Bill	3021949629	12/14/2017		6410A · BOOKS (ADULT)	-714.02
	Bill	3021956665	12/14/2017		6410N · BOOKS (TEEN)	-27.42
	Bill	3021956720	12/14/2017		6410A · BOOKS (ADULT)	-134.24
	Bill	3021961928	12/15/2017		6410A · BOOKS (ADULT)	-224.93
	Bill	3021960811	12/15/2017		6410A · BOOKS (ADULT)	-94.76
	Bill	3021959154	12/19/2017		6410A · BOOKS (ADULT)	-386.37
	Bill	3021970564	12/19/2017		6410A · BOOKS (ADULT)	-301.68
	Bill	3021962769	12/21/2017		6410A · BOOKS (ADULT)	-736.63
	Bill	3021965263	12/21/2017		6410A · BOOKS (ADULT)	-112.78

Mastics Moriches Shirley Community Library

JANUARY 22, 2018

WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill	3021968603	12/21/2017		6410A · BOOKS (ADULT)	-1,361.92
Bill	3021974045	12/22/2017		6410C · BOOKS (C&P)	-129.65
Bill	3021971563	12/22/2017		6410N · BOOKS (TEEN)	-14.20
Bill	3021976009	12/22/2017		6410N · BOOKS (TEEN)	-22.62
Bill	3021968420	12/22/2017		6410A · BOOKS (ADULT)	-105.90
Bill	3021977615	12/26/2017		6410A · BOOKS (ADULT)	-282.12
Bill	3021977505	12/28/2017		6410A · BOOKS (ADULT)	-224.78
Bill	3021980168	01/02/2018		6410N · BOOKS (TEEN)	-16.74
Bill	3021981514	01/03/2018		6410A · BOOKS (ADULT)	-524.52
Bill	3021991974	01/03/2018		6410N · BOOKS (TEEN)	-22.60
Bill	3021989373	01/04/2018		6410A · BOOKS (ADULT)	-176.93
Bill	3021989181	01/05/2018		6410A · BOOKS (ADULT)	-416.66
Bill	3021989250	01/05/2018		6410C · BOOKS (C&P)	-87.03
Bill	3021994264	01/05/2018		6410A · BOOKS (ADULT)	-88.44
Bill	3021989915	01/05/2018		6410C · BOOKS (C&P)	-26.29
Bill	3021991534	01/10/2018		6410A · BOOKS (ADULT)	-878.49
Bill	3022003066	01/11/2018		6410A · BOOKS (ADULT)	-111.91
TOTAL					-9,657.93
Bill Pmt -Check	57985	01/22/2018	Barbecho, Ana C.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	010518	01/05/2018		6437L · PROGRAMS (LIT)	-526.50
TOTAL					-526.50

Mastics Moriches Shirley Community Library
JANUARY 22, 2018
WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	57986	01/22/2018	Bishop, Viviana G.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	010418	01/04/2018		6437L · PROGRAMS (LIT)	-350.00
TOTAL						-350.00
	Bill Pmt -Check	57987	01/22/2018	Brodart Co.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	489485	01/05/2018		6430G · OFFICE AND LIBRARY SUPPLIES	-143.16
TOTAL						-143.16
	Bill Pmt -Check	57988	01/22/2018	Brookhaven Locksmiths, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	4481	12/28/2017		6452G · BLDG ALTERATION AND MAINT	-160.00
TOTAL						-160.00
	Bill Pmt -Check	57989	01/22/2018	Business & Legal Resources	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	2018renewal	12/21/2017		6413G · PERIODICALS (GEN)	-471.95
TOTAL						-471.95
	Bill Pmt -Check	57990	01/22/2018	Cablevision / Optimum	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	011618	01/16/2018		6431D · TELECOMMUNICATIONS	-781.61
TOTAL						-781.61
	Bill Pmt -Check	57991	01/22/2018	Carter, Kathleen	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	122817	12/28/2017		6437A · PROGRAMS (ADULT)	-100.00
TOTAL						-100.00

Mastics Moriches Shirley Community Library

JANUARY 22, 2018

WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	57992	01/22/2018	Casper, Thomas	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	112717	11/27/2017		6435N · CED, CONF & TRAVEL (TEEN)	-24.62
TOTAL						-24.62
	Bill Pmt -Check	57993	01/22/2018	CDW Government, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	KSX9754	11/09/2017		7203W · EQUIPMENT WIRE	-431.10
	Bill	KWB4841	11/20/2017		7203W · EQUIPMENT WIRE	-398.04
	Bill	LFS7412	12/22/2017		7203W · EQUIPMENT WIRE	-2,269.06
	Bill	LGD6793	12/27/2017		7203W · EQUIPMENT WIRE	-1,023.16
TOTAL						-4,121.36
	Bill Pmt -Check	57994	01/22/2018	Center Point Large Print	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	1530027	12/01/2017		6410A · BOOKS (ADULT)	-396.32
	Bill	1537286	01/01/2018		6410A · BOOKS (ADULT)	-408.32
TOTAL						-804.64
	Bill Pmt -Check	57995	01/22/2018	Chamber of Commerce of the Moriches	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	2018renewal	01/05/2018		6438 · DUES	-125.00
TOTAL						-125.00
	Bill Pmt -Check	57996	01/22/2018	Ciccotto, William	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	121817	12/18/2017		6437N · PROGRAMS (TEEN)	-130.00
TOTAL						-130.00

Mastics Moriches Shirley Community Library
JANUARY 22, 2018
WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	57997	01/22/2018	CJ2 Communication Strategies, LLC	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	1524	12/31/2017		643765 · PROMOTION AND PUBLICITY	-856.37
TOTAL						-856.37
	Bill Pmt -Check	57998	01/22/2018	Cleanco Distributors, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	041996	01/09/2018		6451G · CUSTODIAL SUPPLIES	-333.15
TOTAL						-333.15
	Bill Pmt -Check	57999	01/22/2018	Clearwater Aquarium Service	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	3775	01/08/2018		6452G · BLDG ALTERATION AND MAINT	-297.97
TOTAL						-297.97
	Bill Pmt -Check	58000	01/22/2018	Colonial Youth & Family Services	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	010918	01/09/2018		6437A · PROGRAMS (ADULT)	-45.00
					6437C · PROGRAMS (C&P)	-45.00
TOTAL						-90.00
	Bill Pmt -Check	58001	01/22/2018	Connetquot Public Library	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	011018	01/10/2018		6410A · BOOKS (ADULT)	-15.00
TOTAL						-15.00
	Bill Pmt -Check	58002	01/22/2018	Conservation Design Forum	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	9265	01/03/2018		7500 · BUILDING IMPROVEMENTS	-262.50
TOTAL						-262.50

Mastics Moriches Shirley Community Library

JANUARY 22, 2018

WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	58003	01/22/2018	Cueva, Daniel S.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	010408	01/04/2018		6437L · PROGRAMS (LIT)	-342.00
TOTAL						-342.00
	Bill Pmt -Check	58004	01/22/2018	Currao-McAleavey, Carmella	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	121617	12/16/2017		6437N · PROGRAMS (TEEN)	-100.00
	Bill	122117	12/21/2017		6437N · PROGRAMS (TEEN)	-100.00
	Bill	122717	12/27/2017		6437N · PROGRAMS (TEEN)	-100.00
TOTAL						-300.00
	Bill Pmt -Check	58005	01/22/2018	Daily News	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	50weeks01092018	01/03/2018		6413A · PERIODICALS (ADULT)	-370.00
TOTAL						-370.00
	Bill Pmt -Check	58006	01/22/2018	David J. S. Emilita,AICP	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	123117	01/02/2018		7500 · BUILDING IMPROVEMENTS	-3,949.19
TOTAL						-3,949.19
	Bill Pmt -Check	58007	01/22/2018	Demco	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	6273883	12/15/2017		6410C · BOOKS (C&P)	-198.04
	Bill	6286632	01/10/2018		6410C · BOOKS (C&P)	-173.92
TOTAL						-371.96

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Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	58008	01/22/2018	DJJ Technologies	L0225 · EMPIRE NAT'L - OPERATING	
Bill	2078000	01/01/2018		6439W · EQUIPMENT R & M (WIRES)	-378.81
Bill	71733 orgdt011217	01/12/2018		7203W · EQUIPMENT WIRE	-230.00
TOTAL					<u>-608.81</u>
Bill Pmt -Check	58009	01/22/2018	Donovan, Elizabeth - vendor	L0225 · EMPIRE NAT'L - OPERATING	
Bill	010418	01/04/2018		6437L · PROGRAMS (LIT)	-304.00
TOTAL					<u>-304.00</u>
Bill Pmt -Check	58010	01/22/2018	Dunbar Armored Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	4127253	01/01/2018		6437P13 · ARMORED CAR SERVICE	-179.98
TOTAL					<u>-179.98</u>
Bill Pmt -Check	58011	01/22/2018	East End Bus Lines, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	1117WFF3	11/30/2017		6437C · PROGRAMS (C&P)	-107.12
Bill	1117WFF7	11/30/2017		6437C · PROGRAMS (C&P)	-107.12
Bill	1117WFF16	11/30/2017		6437C · PROGRAMS (C&P)	-107.12
Bill	1117WFF19	11/30/2017		6437C · PROGRAMS (C&P)	-107.12
Bill	1117WFF23	11/30/2017		6437C · PROGRAMS (C&P)	-107.12
Bill	1117WFF24	11/30/2017		6437C · PROGRAMS (C&P)	-107.12
Bill	1117WFF25	11/30/2017		6437C · PROGRAMS (C&P)	-107.12
Bill	1117WFF41	11/30/2017		6437C · PROGRAMS (C&P)	-128.10
Bill	1117WFF42	11/30/2017		6437C · PROGRAMS (C&P)	-107.12
Bill	1117WFF43	11/30/2017		6437C · PROGRAMS (C&P)	-128.10
TOTAL					<u>-1,113.16</u>

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	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	58012	01/22/2018	EBSCO C	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	9201864	01/03/2018		6413C · PERIODICALS (C&P)	-80.00
TOTAL						-80.00
	Bill Pmt -Check	58013	01/22/2018	EBSCO D	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	9201964	01/10/2018		6431D · TELECOMMUNICATIONS	-317.00
TOTAL						-317.00
	Bill Pmt -Check	58014	01/22/2018	Electronic Alarm Systems	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	R41303	01/01/2018		6452G · BLDG ALTERATION AND MAINT	-67.50
TOTAL						-67.50
	Bill Pmt -Check	58015	01/22/2018	Emerald Island	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	299210	12/12/2017		6451G · CUSTODIAL SUPPLIES	-208.08
TOTAL						-208.08
	Bill Pmt -Check	58016	01/22/2018	Foerderer, Linda	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	010518	01/05/2018		6437L · PROGRAMS (LIT)	-300.00
TOTAL						-300.00
	Bill Pmt -Check	58017	01/22/2018	Fuentes, Rosa E.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	010418	01/04/2018		6437L · PROGRAMS (LIT)	-449.50
TOTAL						-449.50

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	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	58018	01/22/2018	George, Ivette	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	010218	01/02/2018		6437L · PROGRAMS (LIT)	-102.00
TOTAL						-102.00
	Bill Pmt -Check	58019	01/22/2018	Hannibal, Julia Ann	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	121117	12/11/2017		6437N · PROGRAMS (TEEN)	-100.00
TOTAL						-100.00
	Bill Pmt -Check	58020	01/22/2018	Henn, JoAnn	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	121117	12/11/2017		6437A · PROGRAMS (ADULT)	-160.00
TOTAL						-160.00
	Bill Pmt -Check	58021	01/22/2018	Horstman, Angela - Staff	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	121117	12/11/2017		6437C · PROGRAMS (C&P)	-34.00
TOTAL						-34.00
	Bill Pmt -Check	58022	01/22/2018	Ingram Library Services	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	61301112	12/08/2017		6410N · BOOKS (TEEN)	-13.18
	Bill	61301301	12/10/2017		6410C · BOOKS (C&P)	-7.14
	Bill	61301324	12/10/2017		6410C · BOOKS (C&P)	-96.00
	Bill	66904833	12/10/2017		6410C · BOOKS (C&P)	-4.39
	Bill	66904834	12/10/2017		6410C · BOOKS (C&P)	-23.99
	Bill	61302229	12/13/2017		6410C · BOOKS (C&P)	-9.34
	Bill	61302230	12/13/2017		6410C · BOOKS (C&P)	-45.01
	Bill	61302231	12/13/2017		6410C · BOOKS (C&P)	-9.89

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Type	Num	Date	Name	Account	Paid Amount
Bill	61303072	12/15/2017		6410C · BOOKS (C&P)	-9.34
Bill	61303073	12/15/2017		6410C · BOOKS (C&P)	-98.20
Bill	61303521	12/15/2017		6410C · BOOKS (C&P)	-20.93
Bill	61303522	12/15/2017		6410C · BOOKS (C&P)	-18.13
Bill	61303523	12/15/2017		6410N · BOOKS (TEEN)	-13.18
Bill	61303524	12/15/2017		6410C · BOOKS (C&P)	-19.97
Bill	61303525	12/15/2017		6410C · BOOKS (C&P)	-15.54
Bill	66906914	12/17/2017		6410C · BOOKS (C&P)	-47.56
Bill	61304175	12/18/2017		6410C · BOOKS (C&P)	-47.29
Bill	61304176	12/18/2017		6410C · BOOKS (C&P)	-5.98
Bill	61304177	12/18/2017		6410C · BOOKS (C&P)	-11.23
Bill	61304178	12/18/2017		6410C · BOOKS (C&P)	-26.97
Bill	66907441	12/19/2017		6410C · BOOKS (C&P)	-48.46
Bill	66907442	12/19/2017		6410C · BOOKS (C&P)	-141.11
Bill	61305744	12/21/2017		6410C · BOOKS (C&P)	-16.68
Bill	61305745	12/21/2017		6410C · BOOKS (C&P)	-17.94
Bill	61305746	12/21/2017		6410C · BOOKS (C&P)	-9.89
Bill	61305747	12/21/2017		6410C · BOOKS (C&P)	-9.89
Bill	61305748	12/21/2017		6410C · BOOKS (C&P)	-8.24
Bill	61307649	12/27/2017		6410C · BOOKS (C&P)	-62.39
Bill	61307650	12/27/2017		6410C · BOOKS (C&P)	-9.89
Bill	61307651	12/27/2017		6410C · BOOKS (C&P)	-44.85
Bill	61307653	12/27/2017		6410C · BOOKS (C&P)	-8.79
Bill	61307654	12/27/2017		6410C · BOOKS (C&P)	-19.23
Bill	61307655	12/27/2017		6410C · BOOKS (C&P)	-25.27
Bill	61307656	12/27/2017		6410C · BOOKS (C&P)	-40.68
Bill	61307657	12/27/2017		6410C · BOOKS (C&P)	-18.13
Bill	61307658	12/27/2017		6410C · BOOKS (C&P)	-9.89
Bill	61307652	12/27/2017		6410N · BOOKS (TEEN)	-10.79
Bill	66910319	12/29/2017		6410C · BOOKS (C&P)	-38.42

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Type	Num	Date	Name	Account	Paid Amount
Bill	66910320	12/29/2017		6410C · BOOKS (C&P)	-22.65
Bill	66910321	12/29/2017		6410C · BOOKS (C&P)	-144.94
Bill	66910322	12/29/2017		6410C · BOOKS (C&P)	-112.64
Bill	61309742	01/02/2018		6410C · BOOKS (C&P)	-19.78
Bill	61309743	01/02/2018		6410C · BOOKS (C&P)	-28.02
Bill	61309744	01/02/2018		6410C · BOOKS (C&P)	-8.24
Bill	61309745	01/02/2018		6410C · BOOKS (C&P)	-80.12
Bill	61309738	01/02/2018		6410C · BOOKS (C&P)	-69.57
Bill	61309739	01/02/2018		6410C · BOOKS (C&P)	-7.14
Bill	61309740	01/02/2018		6410C · BOOKS (C&P)	-9.34
Bill	61309741	01/02/2018		6410C · BOOKS (C&P)	-19.23
Bill	61310120	01/03/2018		6410C · BOOKS (C&P)	-112.12
Bill	66910899	01/03/2018		6410C · BOOKS (C&P)	-38.42
Bill	66910900	01/03/2018		6410C · BOOKS (C&P)	-224.90
Bill	61312317	01/08/2018		6410C · BOOKS (C&P)	-39.09
Bill	61312318	01/08/2018		6410C · BOOKS (C&P)	-9.89
Bill	61312319	01/08/2018		6410C · BOOKS (C&P)	-9.89
Bill	61312320	01/08/2018		6410C · BOOKS (C&P)	-16.49
Bill	61312321	01/08/2018		6410C · BOOKS (C&P)	-17.13
Bill	61312322	01/08/2018		6410C · BOOKS (C&P)	-5.49
Bill	61312323	01/08/2018		6410C · BOOKS (C&P)	-16.98
TOTAL					-2,095.87
Bill Pmt -Check	58023	01/22/2018	Island Elevator Services	L0225 · EMPIRE NAT'L - OPERATING	
Bill	25667	12/15/2017		6452G · BLDG ALTERATION AND MAINT	-291.00
Bill	25819	01/01/2018		6452G · BLDG ALTERATION AND MAINT	-403.00
TOTAL					-694.00

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	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	58024	01/22/2018	Island School & Art Supply	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	481184	12/20/2017		6430G · OFFICE AND LIBRARY SUPPLIES	-94.16
TOTAL						-94.16
	Bill Pmt -Check	58025	01/22/2018	Janicka-Wlodek, Krystyna	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	010418	01/04/2018		6437L · PROGRAMS (LIT)	-150.00
TOTAL						-150.00
	Bill Pmt -Check	58026	01/22/2018	JanWay Company USA, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	128007	01/04/2018		6430G · OFFICE AND LIBRARY SUPPLIES	-391.80
	Bill	128053	01/12/2018		6430G · OFFICE AND LIBRARY SUPPLIES	-326.62
TOTAL						-718.42
	Bill Pmt -Check	58027	01/22/2018	Jerva, Zoe	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	010418	01/04/2018		6437L · PROGRAMS (LIT)	-130.00
TOTAL						-130.00
	Bill Pmt -Check	58028	01/22/2018	King Kullen	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	173350715481	12/01/2017		6435L · CED, CONF & TRAVEL (LIT)	-22.58
	Bill	173361333871	12/02/2017		6437L · PROGRAMS (LIT)	-6.68
	Bill	173361232481	12/02/2017		6430G · OFFICE AND LIBRARY SUPPLIES	-7.58
	Bill	173361333931	12/02/2017		6413A · PERIODICALS (ADULT)	-5.00
	Bill	173381338801	12/04/2017		6437L · PROGRAMS (LIT)	-17.74
	Bill	173381236131	12/04/2017		6437L · PROGRAMS (LIT)	-29.60
	Bill	173390733271	12/05/2017		6437L · PROGRAMS (LIT)	-11.94

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Type	Num	Date	Name	Account	Paid Amount
Bill	173401342641	12/06/2017		6437L · PROGRAMS (LIT)	-28.28
Bill	173400735221	12/06/2017		6437C · PROGRAMS (C&P)	-17.96
Bill	173431242021	12/09/2017		6430G · OFFICE AND LIBRARY SUPPLIES	-3.79
Bill	173431347081	12/09/2017		6413A · PERIODICALS (ADULT)	-5.00
Bill	173451351171	12/11/2017		6437N · PROGRAMS (TEEN)	-19.98
Bill	173451350311	12/11/2017		6413A · PERIODICALS (ADULT)	-2.50
Bill	173451245541	12/11/2017		6437L · PROGRAMS (LIT)	-0.99
Bill	173460491031	12/12/2017		6437L · PROGRAMS (LIT)	-50.72
Bill	173471354061	12/13/2017		6430G · OFFICE AND LIBRARY SUPPLIES	-14.37
Bill	173480767021	12/14/2017		6437C · PROGRAMS (C&P)	-71.62
Bill	173501358871	12/16/2017		6413A · PERIODICALS (ADULT)	-2.50
Bill	173501358861	12/16/2017		6413A · PERIODICALS (ADULT)	-2.50
Bill	173521363541	12/18/2017		6437N · PROGRAMS (TEEN)	-59.03
Bill	173531365191	12/19/2017		6437C · PROGRAMS (C&P)	-27.11
Bill	173531365711	12/19/2017		6437N · PROGRAMS (TEEN)	-5.29
Bill	173541257291	12/20/2017		6430G · OFFICE AND LIBRARY SUPPLIES	-23.97
Bill	173551258311	12/21/2017		6430G · OFFICE AND LIBRARY SUPPLIES	-9.38
Bill	173550340441	12/21/2017		6437N · PROGRAMS (TEEN)	-27.92
Bill	173561371491	12/22/2017		6437N · PROGRAMS (TEEN)	-13.47
Bill	173571373501	12/23/2017		6437N · PROGRAMS (TEEN)	-22.25
Bill	173611267731	12/27/2017		6437C · PROGRAMS (C&P)	-24.33
Bill	173611379621	12/27/2017		6437A · PROGRAMS (ADULT)	-14.16
Bill	173641387011	12/30/2017		6437L · PROGRAMS (LIT)	-27.30
Bill	180021393271	01/02/2018		6437L · PROGRAMS (LIT)	-11.87
Bill	180020563041	01/02/2018		6437N · PROGRAMS (TEEN)	-34.08
Bill	180031393801	01/03/2018		6430G · OFFICE AND LIBRARY SUPPLIES	-25.16
TOTAL					-646.65

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	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	58029	01/22/2018	Lamb & Barnosky, LLP	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	117465	11/30/2017		6437P4 · ATTORNEY	-1,625.00
	Bill	117850	12/31/2017		6437P4 · ATTORNEY	-1,625.00
TOTAL						<u>-3,250.00</u>
	Bill Pmt -Check	58030	01/22/2018	Lebron, Crystal	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	121817	12/18/2017		6437N · PROGRAMS (TEEN)	-240.00
TOTAL						<u>-240.00</u>
	Bill Pmt -Check	58031	01/22/2018	LILRC/CE	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	RaspberryPI-KJorg	01/12/2018		6435N · CED, CONF & TRAVEL (TEEN)	-98.00
	Bill	RaspberryPI-KFurn	01/12/2018		6435N · CED, CONF & TRAVEL (TEEN)	-73.00
TOTAL						<u>-171.00</u>
	Bill Pmt -Check	58032	01/22/2018	LittleBits Electronics, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	75221	12/29/2017		6437C · PROGRAMS (C&P)	-15.15
TOTAL						<u>-15.15</u>
	Bill Pmt -Check	58033	01/22/2018	LTA Library Trustee Association	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	2018Rnwl-KRosalia	12/21/2017		6438 · DUES	-525.00
TOTAL						<u>-525.00</u>

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	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	58034	01/22/2018	Magrane, Roseann L.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	122017	12/20/2017		6437N · PROGRAMS (TEEN)	-150.00
TOTAL						-150.00
	Bill Pmt -Check	58035	01/22/2018	Mahler, Judith	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	121217	12/12/2017		6437L · PROGRAMS (LIT)	-204.00
TOTAL						-204.00
	Bill Pmt -Check	58036	01/22/2018	Maldonado, Hillary A.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	122117	12/21/2017		6435N · CED, CONF & TRAVEL (TEEN)	-79.12
TOTAL						-79.12
	Bill Pmt -Check	58037	01/22/2018	Mergent	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	205709	11/01/2017		6410A · BOOKS (ADULT)	-1,044.00
TOTAL						-1,044.00
	Bill Pmt -Check	58038	01/22/2018	Michielli & Wyetzner Architects	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	121040	01/10/2018		7500 · BUILDING IMPROVEMENTS	-19,000.00
TOTAL						-19,000.00

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Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	58039	01/22/2018	Midwest Tape	L0225 · EMPIRE NAT'L - OPERATING	
Bill	95629763	12/04/2017		6412N · RECORDINGS (TEEN)	-58.01
Bill	95647607	12/09/2017		6412A · RECORDINGS (ADULT)	-36.72
Bill	95657437	12/13/2017		6417A · VIDEOS (ADULT)	-722.44
Bill	95657438	12/13/2017		6417A · VIDEOS (ADULT)	-364.66
Bill	95657470	12/13/2017		6417C · VIDEOS (C&P)	-200.40
Bill	95657471	12/13/2017		6417C · VIDEOS (C&P)	-91.76
Bill	95661649	12/14/2017		6417A · VIDEOS (ADULT)	-643.09
Bill	95661850	12/14/2017		6417A · VIDEOS (ADULT)	-116.56
Bill	95661852	12/14/2017		6417C · VIDEOS (C&P)	-132.40
Bill	95664996	12/15/2017		6417A · VIDEOS (ADULT)	-311.83
Bill	95664998	12/15/2017		6417C · VIDEOS (C&P)	-32.38
Bill	95672727	12/19/2017		6412A · RECORDINGS (ADULT)	-34.99
Bill	95672728	12/19/2017		6412A · RECORDINGS (ADULT)	-118.71
Bill	95672743	12/19/2017		6412C · RECORDINGS (C&P)	-62.95
Bill	95677925	12/20/2017		6417A · VIDEOS (ADULT)	-73.77
Bill	95677927	12/20/2017		6417A · VIDEOS (ADULT)	-331.84
Bill	95677928	12/20/2017		6417C · VIDEOS (C&P)	-26.52
Bill	95681733	12/21/2017		6417C · VIDEOS (C&P)	-199.52
Bill	95681734	12/21/2017		6417C · VIDEOS (C&P)	-104.67
Bill	95681732	12/21/2017		6417A · VIDEOS (ADULT)	-177.70
Bill	95681731	12/21/2017		6417A · VIDEOS (ADULT)	-106.45
Bill	95688697	12/22/2017		6417C · VIDEOS (C&P)	-20.99
Bill	95687818	12/22/2017		6417C · VIDEOS (C&P)	-163.74
Bill	95687819	12/22/2017		6417C · VIDEOS (C&P)	-39.89
Bill	95688696	12/22/2017		6412C · RECORDINGS (C&P)	-50.96
Bill	95688693	12/22/2017		6412A · RECORDINGS (ADULT)	-89.78
Bill	95687815	12/22/2017		6417A · VIDEOS (ADULT)	-46.37
Bill	95687816	12/22/2017		6417A · VIDEOS (ADULT)	-35.39

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Type	Num	Date	Name	Account	Paid Amount
Bill	95688695	12/22/2017		6412N · RECORDINGS (TEEN)	-12.59
Bill	95696259	12/27/2017		6417C · VIDEOS (C&P)	-19.94
Bill	95696300	12/27/2017		6417C · VIDEOS (C&P)	-44.02
Bill	95696256	12/27/2017		6417A · VIDEOS (ADULT)	-798.01
Bill	95696257	12/27/2017		6417A · VIDEOS (ADULT)	-277.02
Bill	95700484	12/29/2017		6417C · VIDEOS (C&P)	-39.48
Bill	95700485	12/29/2017		6417C · VIDEOS (C&P)	-43.78
Bill	95700483	12/29/2017		6417A · VIDEOS (ADULT)	-123.12
Bill	hoopla95704778	12/31/2017		6412A · RECORDINGS (ADULT)	-368.30
				6412N · RECORDINGS (TEEN)	-368.30
				6412C · RECORDINGS (C&P)	-184.15
Bill	95708693	01/02/2018		6412C · RECORDINGS (C&P)	-6.74
Bill	95708690	01/02/2018		6412A · RECORDINGS (ADULT)	-40.17
Bill	97508692	01/02/2018		6412N · RECORDINGS (TEEN)	-64.90
Bill	95714804	01/04/2018		6417A · VIDEOS (ADULT)	-487.78
Bill	95714805	01/04/2018		6417A · VIDEOS (ADULT)	-208.12
Bill	95714807	01/04/2018		6417C · VIDEOS (C&P)	-266.64
Bill	95714808	01/04/2018		6417C · VIDEOS (C&P)	-151.56
Bill	95717827	01/05/2018		6417A · VIDEOS (ADULT)	-139.83
Bill	95717828	01/05/2018		6417C · VIDEOS (C&P)	-48.22
Bill	95717829	01/05/2018		6417C · VIDEOS (C&P)	-47.78
Bill	95725724	01/08/2018		6412A · RECORDINGS (ADULT)	-25.93
Bill	95730601	01/09/2018		6417A · VIDEOS (ADULT)	-601.81
Bill	95730602	01/09/2018		6417A · VIDEOS (ADULT)	-207.82
Bill	95731335	01/10/2018		6417A · VIDEOS (ADULT)	-20.39
Bill	95731336	01/10/2018		6417A · VIDEOS (ADULT)	-77.57
TOTAL					-9,068.46

Mastics Moriches Shirley Community Library

JANUARY 22, 2018

WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	58040	01/22/2018	Mikkleson, Harry	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	121817	12/18/2017		6437N · PROGRAMS (TEEN)	-240.00
TOTAL						-240.00
	Bill Pmt -Check	58041	01/22/2018	Munoz, Rosalinda	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	121917	12/19/2017		6437C · PROGRAMS (C&P)	-25.00
	Bill	010418	01/04/2018		6437L · PROGRAMS (LIT)	-559.00
TOTAL						-584.00
	Bill Pmt -Check	58042	01/22/2018	Narvaez, Priscilla	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	010318	01/03/2018		6437L · PROGRAMS (LIT)	-150.00
TOTAL						-150.00
	Bill Pmt -Check	58043	01/22/2018	National Learning Corporation	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	0052898	12/07/2017		6410A · BOOKS (ADULT)	-49.95
	Bill	0052941	12/18/2017		6410A · BOOKS (ADULT)	-88.41
	Bill	0053001	01/05/2018		6410A · BOOKS (ADULT)	-36.45
TOTAL						-174.81
	Bill Pmt -Check	58044	01/22/2018	O'Connell, Linda	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	010818	01/08/2018		6437A · PROGRAMS (ADULT)	-310.00
	Bill	011118	01/11/2018		6437A · PROGRAMS (ADULT)	-250.00
TOTAL						-560.00

Mastics Moriches Shirley Community Library
JANUARY 22, 2018
WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	58045	01/22/2018	Parisi, Nicole	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	010818	01/08/2018		6435Dig · CED, CONF & TRAVEL (DIGITAL)	-15.88
TOTAL						-15.88
	Bill Pmt -Check	58046	01/22/2018	Paychex	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	10118619	01/11/2018		6437P12 · PAYROLL SERVICES	-780.00
	Bill	8692763Jan2018	01/18/2018		6437P12 · PAYROLL SERVICES	-97.76
TOTAL						-877.76
	Bill Pmt -Check	58047	01/22/2018	Paychex, Inc (Hauppauge)	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	519659	12/27/2017		6437P12 · PAYROLL SERVICES	-638.93
	Bill	520769	01/10/2018		6437P12 · PAYROLL SERVICES	-2,353.62
TOTAL						-2,992.55
	Bill Pmt -Check	58048	01/22/2018	Penguin Random House	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	1085651731	12/20/2017		6412A · RECORDINGS (ADULT)	-37.50
	Bill	1085755134	12/27/2017		6412A · RECORDINGS (ADULT)	-30.00
	Bill	1085728533	01/01/2018		6412A · RECORDINGS (ADULT)	-26.25
TOTAL						-93.75
	Bill Pmt -Check	58049	01/22/2018	Permacard	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	140769	12/21/2017		6434R · PRINTING (CIRC)	-1,280.80
TOTAL						-1,280.80

Mastics Moriches Shirley Community Library

JANUARY 22, 2018

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	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	58050	01/22/2018	Petty Cash	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	121517	01/12/2018		6437C · PROGRAMS (C&P)	-29.99
TOTAL						-29.99
	Bill Pmt -Check	58051	01/22/2018	Piper-Gebhard, Randi	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	010418	01/04/2018		6437L · PROGRAMS (LIT)	-720.00
TOTAL						-720.00
	Bill Pmt -Check	58052	01/22/2018	Pizzeria Di Riano Inc	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	947257	12/16/2017		6437N · PROGRAMS (TEEN)	-703.00
					6437C · PROGRAMS (C&P)	-123.50
	Bill	947258	01/12/2018		6437N · PROGRAMS (TEEN)	-411.67
					6437C · PROGRAMS (C&P)	-28.50
					6435A · CED, CONF & TRAVEL (ADULT)	-31.67
					6435R · CED, CONF & TRAVEL (CIRC)	-31.66
TOTAL						-1,330.00
	Bill Pmt -Check	58053	01/22/2018	Plaza Theatrical Productions Inc	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	122917	12/29/2017		6437C · PROGRAMS (C&P)	-750.00
TOTAL						-750.00
	Bill Pmt -Check	58054	01/22/2018	Positive Promotions, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	05921965	12/18/2017		6410C · BOOKS (C&P)	-303.32
TOTAL						-303.32

Mastics Moriches Shirley Community Library

JANUARY 22, 2018

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	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	58055	01/22/2018	Quill	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	3495036	12/26/2017		6430G · OFFICE AND LIBRARY SUPPLIES	-368.86
TOTAL						-368.86
	Bill Pmt -Check	58056	01/22/2018	Quito, Herman A.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	010318	01/03/2018		6437L · PROGRAMS (LIT)	-216.00
TOTAL						-216.00
	Bill Pmt -Check	58057	01/22/2018	Ragona, Tara	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	120817	12/08/2017		6435C · CED, CONF & TRAVEL (C&P)	-16.84
TOTAL						-16.84
	Bill Pmt -Check	58058	01/22/2018	Recorded Books	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	75637506	12/06/2017		6412A · RECORDINGS (ADULT)	-7.95
	Bill	75637126	12/07/2017		6417A · VIDEOS (ADULT)	-41.60
	Bill	75651453	12/11/2017		6412A · RECORDINGS (ADULT)	-39.99
	Bill	75652384	12/11/2017		6412A · RECORDINGS (ADULT)	-29.99
	Bill	75653158	12/12/2017		6412A · RECORDINGS (ADULT)	-64.00
	Bill	75677193	12/14/2017		6412A · RECORDINGS (ADULT)	-297.00
	Bill	75677279	12/18/2017		6412A · RECORDINGS (ADULT)	-7.95
	Bill	75678092	12/18/2017		6412A · RECORDINGS (ADULT)	-14.99
	Bill	75699195	12/20/2017		6412A · RECORDINGS (ADULT)	-40.00
	Bill	95699265	12/20/2017		6412A · RECORDINGS (ADULT)	-40.00
	Bill	75699844	12/21/2017		6412A · RECORDINGS (ADULT)	-34.99
TOTAL						-618.46

Mastics Moriches Shirley Community Library

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	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	58059	01/22/2018	Reyes Reyes, Mirna Y.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	010318	01/03/2018		6437L · PROGRAMS (LIT)	-65.00
TOTAL						-65.00
	Bill Pmt -Check	58060	01/22/2018	Roeder, Kathy	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	122217	12/22/2017		6437C · PROGRAMS (C&P)	-400.00
	Bill	122217a	12/22/2017		6437C · PROGRAMS (C&P)	-400.00
	Bill	122217b	12/22/2017		6437C · PROGRAMS (C&P)	-400.00
TOTAL						-1,200.00
	Bill Pmt -Check	58061	01/22/2018	Rondon, Miriam	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	010218	01/02/2018		6437L · PROGRAMS (LIT)	-100.00
TOTAL						-100.00
	Bill Pmt -Check	58062	01/22/2018	Roye, Sara	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	122717	12/27/2017		6437A · PROGRAMS (ADULT)	-400.00
	Bill	010318	01/03/2018		6437A · PROGRAMS (ADULT)	-100.00
TOTAL						-500.00
	Bill Pmt -Check	58063	01/22/2018	Ruiz, Maria	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	122717	12/27/2017		6435L · CED, CONF & TRAVEL (LIT)	-55.33
TOTAL						-55.33

Mastics Moriches Shirley Community Library

JANUARY 22, 2018

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	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	58064	01/22/2018	S&S Worldwide Inc.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	10010795	12/18/2017		6437C · PROGRAMS (C&P)	-99.92
TOTAL						-99.92
	Bill Pmt -Check	58065	01/22/2018	Sandpebble Preconstruction Inc.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	011018-NewLibrary	01/10/2018		7500 · BUILDING IMPROVEMENTS	-1,309.29
	Bill	011018-Renovation	01/10/2018		7500 · BUILDING IMPROVEMENTS	-224.00
TOTAL						-1,533.29
	Bill Pmt -Check	58066	01/22/2018	Schiano, Joseph, CPA	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	2017-129	12/28/2017		6437P02 · AUDITOR	-500.00
TOTAL						-500.00
	Bill Pmt -Check	58067	01/22/2018	Scott, Robert G.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	122717	12/27/2017		6437C · PROGRAMS (C&P)	-250.00
	Bill	011518	01/15/2018		6437C · PROGRAMS (C&P)	-250.00
TOTAL						-500.00
	Bill Pmt -Check	58068	01/22/2018	Scrio, Ashley - Vendor	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	123017	12/30/2017		6437A · PROGRAMS (ADULT)	-75.00
TOTAL						-75.00

Mastics Moriches Shirley Community Library
JANUARY 22, 2018
WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	58069	01/22/2018	Seaman, Kevin A.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	010118	01/01/2018		6437P4 · ATTORNEY	-7,750.00
TOTAL						-7,750.00
	Bill Pmt -Check	58070	01/22/2018	Searles Graphics, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	37974	12/20/2017		6434G · PRINTING (GEN)	-6,581.00
TOTAL						-6,581.00
	Bill Pmt -Check	58071	01/22/2018	Seeman, Alana	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	121317	12/13/2017		6437A · PROGRAMS (ADULT)	-350.00
TOTAL						-350.00
	Bill Pmt -Check	58072	01/22/2018	Sheppard, Clarence	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	104 Jan2018	12/16/2017		6437P · PROFESSIONAL FEES	-500.00
TOTAL						-500.00
	Bill Pmt -Check	58073	01/22/2018	Smeland, Tyler	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	010318	01/03/2018		6410A · BOOKS (ADULT)	-10.72
TOTAL						-10.72

Mastics Moriches Shirley Community Library

JANUARY 22, 2018

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	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	58074	01/22/2018	South Shore Press, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	73130	12/29/2017		643765 · PROMOTION AND PUBLICITY	-5,400.00
	Bill	987620	01/16/2018		643765 · PROMOTION AND PUBLICITY	-28,800.00
TOTAL						-34,200.00
	Bill Pmt -Check	58075	01/22/2018	Stalzer, Diane	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	121817	12/18/2017		6437C · PROGRAMS (C&P)	-250.00
	Bill	112017a	12/20/2017		6437C · PROGRAMS (C&P)	-125.00
TOTAL						-375.00
	Bill Pmt -Check	58076	01/22/2018	State Chemical Solutions	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	900325100	01/11/2018		6451G · CUSTODIAL SUPPLIES	-784.31
TOTAL						-784.31
	Bill Pmt -Check	58077	01/22/2018	Suffolk Cooperative Library System	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	65730	12/18/2017		6411C · MICRO/REF CD (C&P)	-175.00
	Bill	65757	12/19/2017		6411C · MICRO/REF CD (C&P)	-864.00
					6411A · MICRO/REF CD (ADULT)	-665.00
					6411N · MICRO/REF CD (TEEN)	-665.00
	Bill	65859	01/09/2018		6411A · MICRO/REF CD (ADULT)	-241.26
TOTAL						-2,610.26
	Bill Pmt -Check	58078	01/22/2018	Swan Bakery	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	121617	12/16/2017		6437C · PROGRAMS (C&P)	-925.00
TOTAL						-925.00

Mastics Moriches Shirley Community Library

JANUARY 22, 2018

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	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	58079	01/22/2018	Tend Coffee	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	121917	12/19/2017		6437C · PROGRAMS (C&P)	-75.00
	Bill	3073	01/08/2018		6430G · OFFICE AND LIBRARY SUPPLIES	-37.50
TOTAL						<u>-112.50</u>
	Bill Pmt -Check	58080	01/22/2018	The Whaling Museum	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	121317	12/13/2017		6437N · PROGRAMS (TEEN)	-272.50
TOTAL						<u>-272.50</u>
	Bill Pmt -Check	58081	01/22/2018	Thermal Solutions, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	C42392	12/15/2017		6452G · BLDG ALTERATION AND MAINT	-2,201.25
TOTAL						<u>-2,201.25</u>
	Bill Pmt -Check	58082	01/22/2018	Town of Brookhaven Prks Dpt - FacilityFee	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	123117	12/31/2017		6437C · PROGRAMS (C&P)	-185.00
					6437D · PROGRAMS (DIGITAL)	-245.00
TOTAL						<u>-430.00</u>
	Bill Pmt -Check	58083	01/22/2018	Tromblee, Kacie	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	121117	12/11/2017		6435A · CED, CONF & TRAVEL (ADULT)	-16.36
TOTAL						<u>-16.36</u>

Mastics Moriches Shirley Community Library
JANUARY 22, 2018
WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	58084	01/22/2018	True Nature Landscaping Inc.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	14399	12/22/2017		6452G · BLDG ALTERATION AND MAINT	-905.00
TOTAL						-905.00
	Bill Pmt -Check	58085	01/22/2018	Turtle & Hughes Inc.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	2620349-00	12/15/2017		6451G · CUSTODIAL SUPPLIES	-282.86
TOTAL						-282.86
	Bill Pmt -Check	58086	01/22/2018	Unique Management Services, Inc	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	456504	01/01/2018		6437P7 · COLLECTION AGENCY	-89.50
TOTAL						-89.50
	Bill Pmt -Check	58087	01/22/2018	Utica National Insurance Group	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	2018renewal	12/28/2017		9040 · WORKERS' COMPENSATION	-63,145.00
TOTAL						-63,145.00
	Bill Pmt -Check	58088	01/22/2018	Verizon	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	010718	01/07/2018		6431D · TELECOMMUNICATIONS	-121.59
TOTAL						-121.59
	Bill Pmt -Check	58089	01/22/2018	Villegas, Martha (Vendor)	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	010418	01/04/2018		6437L · PROGRAMS (LIT)	-292.50
TOTAL						-292.50

Mastics Moriches Shirley Community Library

JANUARY 22, 2018

WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	58090	01/22/2018	W. B. Mason Co., Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	I48522799	10/06/2017		6437C · PROGRAMS (C&P)	-20.52
Bill	I50581888	12/13/2017		6430G · OFFICE AND LIBRARY SUPPLIES	-222.33
Bill	I50754786	12/19/2017		7203C · EQUIPMENT C & P	-303.55
Bill	I50758080	12/19/2017		6437C · PROGRAMS (C&P)	-70.54
				6430G · OFFICE AND LIBRARY SUPPLIES	-95.75
Bill	I50795655	12/20/2017		6430G · OFFICE AND LIBRARY SUPPLIES	-24.59
Bill	I50964131	12/28/2017		6430G · OFFICE AND LIBRARY SUPPLIES	-132.21
Bill	I51015895	12/29/2017		6430G · OFFICE AND LIBRARY SUPPLIES	-13.96
Bill	I51054833	01/02/2018		6430G · OFFICE AND LIBRARY SUPPLIES	-15.98
Bill	I151153834	01/04/2018		6430G · OFFICE AND LIBRARY SUPPLIES	-39.65
Bill	I151166238	01/04/2018		6430G · OFFICE AND LIBRARY SUPPLIES	-36.70
Bill	I51291065	01/09/2018		6430G · OFFICE AND LIBRARY SUPPLIES	-49.74
TOTAL					<u>-1,025.52</u>
Bill Pmt -Check	58091	01/22/2018	Wallace, Rosemary	L0225 · EMPIRE NAT'L - OPERATING	
Bill	121517	12/15/2017		6437A · PROGRAMS (ADULT)	-150.00
TOTAL					<u>-150.00</u>
Bill Pmt -Check	58092	01/22/2018	Winters Bros. Hauling of LI, LLC	L0225 · EMPIRE NAT'L - OPERATING	
Bill	455330	12/31/2017		6432G · CARTAGE	-285.00
TOTAL					<u>-285.00</u>
Bill Pmt -Check	58093	01/22/2018	Wischhusen, Will	L0225 · EMPIRE NAT'L - OPERATING	
Bill	122217	12/22/2017		6437N · PROGRAMS (TEEN)	-320.00
TOTAL					<u>-320.00</u>

Mastics Moriches Shirley Community Library
JANUARY 22, 2018
WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	58094	01/22/2018	World Book, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
Bill	0001568833	12/18/2017		6410N · BOOKS (TEEN)	-899.00
				6410C · BOOKS (C&P)	-899.00
TOTAL					<u>-1,798.00</u>
Bill Pmt -Check	58095	01/22/2018	Wuthenow, Josephine	L0225 · EMPIRE NAT'L - OPERATING	
Bill	010918	01/09/2018		6435A · CED, CONF & TRAVEL (ADULT)	-25.00
TOTAL					<u>-25.00</u>
Bill Pmt -Check	58096	01/22/2018	Xerox Corporation (Chicago)	L0225 · EMPIRE NAT'L - OPERATING	
Bill	300487239	01/13/2018		6439G · EQUIPMENT R & M (GEN)	-2,281.83
TOTAL					<u>-2,281.83</u>
Bill Pmt -Check	58097	01/22/2018	Xerox Corporation (PA)	L0225 · EMPIRE NAT'L - OPERATING	
Bill	230065278	01/01/2018		6439G · EQUIPMENT R & M (GEN)	-1,409.13
TOTAL					<u>-1,409.13</u>
Bill Pmt -Check	58098	01/22/2018	Zafar, Tanzeela	L0225 · EMPIRE NAT'L - OPERATING	
Bill	121117	12/11/2017		6437L · PROGRAMS (LIT)	-32.50
TOTAL					<u>-32.50</u>
TOTAL					-216,115.19

I hereby certify that at a meeting on January 22, 2018
the above vouchers were approved and authorized.

Signed: _____

**MASTICS MORICHES SHIRLEY COMMUNITY LIBRARY
BENEFIT WARRANT
JANUARY 12, 2018**

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	5802	01/12/2018	1095 Doreen Adamcik	L0226 - EMPIRE NAT'L - PAYROLL	
TOTAL	Bill	01122018	01/12/2018		9060 - MEDICAL INSURANCE	\$ (134.00)
						<u>\$ (134.00)</u>
	Bill Pmt -Check	5803	01/12/2018	1096 Denise Boinay	L0226 - EMPIRE NAT'L - PAYROLL	
TOTAL	Bill	01122018	01/12/2018		9060 - MEDICAL INSURANCE	\$ (134.00)
						<u>\$ (134.00)</u>
	Bill Pmt -Check	5804	01/12/2018	1097 Florence Stonish	L0226 - EMPIRE NAT'L - PAYROLL	
TOTAL	Bill	01122018	01/12/2018		9060 - MEDICAL INSURANCE	\$ (134.00)
						<u>\$ (134.00)</u>
	Bill Pmt -Check	5805	01/12/2018	1098 Mary Abruscato	L0226 - EMPIRE NAT'L - PAYROLL	
TOTAL	Bill	01122018	01/12/2018		9060 - MEDICAL INSURANCE	\$ (134.00)
						<u>\$ (134.00)</u>
	Bill Pmt -Check	5806	01/12/2018	1099 Kathleen Irish	L0226 - EMPIRE NAT'L - PAYROLL	
TOTAL	Bill	01122018	01/12/2018		9060 - MEDICAL INSURANCE	\$ (267.90)
						<u>\$ (267.90)</u>
	Bill Pmt -Check	5807	01/12/2018	1100 Madeline Sacco	L0226 - EMPIRE NAT'L - PAYROLL	
TOTAL	Bill	01122018	01/12/2018		9060 - MEDICAL INSURANCE	\$ (134.00)
						<u>\$ (134.00)</u>
	Bill Pmt -Check	5808	01/12/2018	1101 William Cicola	L0226 - EMPIRE NAT'L - PAYROLL	
TOTAL	Bill	01122018	01/12/2018		9060 - MEDICAL INSURANCE	\$ (134.00)
						<u>\$ (134.00)</u>
	Bill Pmt -Check	5809	01/12/2018	1101.1 Lorna K Hastings	L0226 - EMPIRE NAT'L - PAYROLL	

MASTICS MORICHES SHIRLEY COMMUNITY LIBRARY

BENEFIT WARRANT

JANUARY 12, 2018

TOTAL	Bill	01122018	01/12/2018	9060 · MEDICAL INSURANCE	\$ (348.30)
					<u>\$ (348.30)</u>
	Bill Pmt -Check	5811	01/12/2018 1109 Prudential	L0226 · EMPIRE NAT'L - PAYROLL	
TOTAL	Bill	01122018	01/12/2018	L0172 · 403B PRUDENTIAL	\$ (1,525.00)
					<u>\$ (1,525.00)</u>
	Bill Pmt -Check	5812	01/12/2018 1112 The NYS Deferred Compensation Plan	L0226 · EMPIRE NAT'L - PAYROLL	
TOTAL	Bill	621970	01/12/2018	L0173 · 457B NYS DEFERRED COMP	\$ (1,604.18)
					<u>\$ (1,604.18)</u>
	Bill Pmt -Check	5813	01/12/2018 2922 Met Life	L0226 · EMPIRE NAT'L - PAYROLL	
TOTAL	Bill	01122018	01/12/2018	L0171 · 403B MET LIFE	\$ (2,168.00)
					<u>\$ (2,168.00)</u>
	Bill Pmt -Check	5814	01/12/2018 CSEA Employee Benefit Fund	L0226 · EMPIRE NAT'L - PAYROLL	
TOTAL	Bill	01122018	01/12/2018	L0510 · CSEA POST TAX DENTAL	\$ (57.63)
				L0520 · CSEA POST TAX VISION	<u>\$ (4.71)</u>
					<u>\$ (62.34)</u>
	Bill Pmt -Check	5815	01/12/2018 CSEA, Inc.	L0226 · EMPIRE NAT'L - PAYROLL	
TOTAL	Bill	01122018	01/12/2018	L0500 · CSEA UNION DUES	\$ (2,827.65)
					<u>\$ (2,827.65)</u>
	Bill Pmt -Check	5816	01/12/2018 1102 John R Verbesey	L0226 · EMPIRE NAT'L - PAYROLL	
TOTAL	Bill	01122018	01/12/2018	9060 · MEDICAL INSURANCE	\$ (268.00)
					<u>\$ (268.00)</u>
					\$ (9,875.37)

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
DECEMBER 29, 2017**

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	EFT	12/29/2017	1106 NYS Employees' Retirement System	L0226 · EMPIRE NAT'L - PAYROLL	
	Bill	12292017	12/29/2017		L0161 · RL - ERS LOAN	\$ (993.00)
					L0160.1 · MA - ERS ARREARS (MANC	\$ (136.93)
					L0160 · RA - ERS ARREARS (VOLUN	\$ (51.36)
					L0163 · RC ERS CONTRIBUTIONS	\$ (1,458.61)
TOTAL						<u>\$ (2,639.90)</u>
	Bill Pmt -Check	5797	12/29/2017	1109 Prudential	L0226 · EMPIRE NAT'L - PAYROLL	
	Bill	12292017	12/29/2017		L0172 · 403B PRUDENTIAL	\$ (3,025.00)
TOTAL						<u>\$ (3,025.00)</u>
	Bill Pmt -Check	5798	12/29/2017	1112 The NYS Deferred Compensation Plan	L0226 · EMPIRE NAT'L - PAYROLL	
	Bill	617475	12/29/2017		L0173 · 457B NYS DEFERRED COMP	\$ (1,291.79)
TOTAL						<u>\$ (1,291.79)</u>
	Bill Pmt -Check	5799	12/29/2017	2922 Met Life	L0226 · EMPIRE NAT'L - PAYROLL	
	Bill	12292017	12/29/2017		L0171 · 403B MET LIFE	\$ (2,168.00)
TOTAL						<u>\$ (2,168.00)</u>
	Bill Pmt -Check	5800	12/29/2017	CSEA Employee Benefit Fund	L0226 · EMPIRE NAT'L - PAYROLL	
	Bill	12292017	12/29/2017		L0510 · CSEA POST TAX DENTAL	\$ (57.63)
					L0520 · CSEA POST TAX VISION	\$ (4.71)
TOTAL						<u>\$ (62.34)</u>
	Bill Pmt -Check	5801	12/29/2017	CSEA, Inc.	L0226 · EMPIRE NAT'L - PAYROLL	
	Bill	12292017	12/29/2017		L0500 · CSEA UNION DUES	\$ (2,502.84)
TOTAL						<u>\$ (2,502.84)</u>
						\$ (11,689.87)

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
Profit & Loss Budget Overview
July through December 2017

	TOTAL									
	Jul 17	Aug 17	Sep 17	Oct 17	Nov 17	Dec 17	Jul - Dec 17	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense										
Income										
2000 • PROPERTY TAX REVENUES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9,214,000.00	-9,214,000.00	0.0%
2082 • FINES AND FEES	4,267.00	4,638.63	5,853.32	4,444.57	5,433.38	3,152.86	27,789.76	71,000.00	-43,210.24	39.14%
2360 • CONTRACTS WITH OTHER LIBR.	259,448.12	0.00	0.00	0.00	0.00	0.00	259,448.12	350,000.00	-90,551.88	74.13%
2401 • INTEREST	2,867.55	2,561.44	2,087.82	1,857.80	1,487.68	566.20	11,428.49	15,000.00	-3,571.51	76.19%
2650 • SALES OF EXCESS MATERIAL	215.85	155.00	57.90	38.00	77.00	61.45	605.20			
2670 • SALES OF BOOKS	0.00	152.41	0.00	0.00	87.73	0.00	240.14			
2671 • FEDERAL & STATE GRANTS	0.00	0.00	10,000.00	0.00	0.00	0.00	10,000.00			
2701 • REFUNDS	0.00	0.00	0.00	0.00	0.00	40.80	40.80			
2705 • GIFTS AND DONATIONS	0.00	0.00	143.94	0.00	0.00	100.00	243.94			
2760 • SYSTEM & STATE AID	0.00	13,022.10	0.00	1,446.90	0.00	0.00	14,469.00	25,000.00	-10,531.00	57.88%
2770 • UNCLASSIFIED REVENUE	1.30	0.00	0.00	0.00	0.00	2.34	3.64			
2771 • COPIER REVENUE - CONTRACT (R)	694.55	503.36	2,075.16	1,137.25	846.30	1,083.30	6,339.92	12,000.00	-5,660.08	52.83%
2771A • COPIER REVENUE - INHOUSE (N)	3.15	0.05	1.40	0.00	0.00	0.00	4.60			
2772A • ADULT-ADULT PRINTER	470.00	0.00	2,056.40	684.00	900.00	751.73	4,862.13			
2800 • Program Receipts										
2805 • Program Receipts - Adult	475.00	778.25	1,148.00	992.75	560.25	0.00	3,954.25			
2800 • Program Receipts - Other	0.00	5.00	0.00	0.00	0.00	0.00	5.00	12,000.00	-11,995.00	0.04%
Total 2800 • Program Receipts	475.00	783.25	1,148.00	992.75	560.25	0.00	3,959.25	12,000.00	-8,040.75	32.99%
2999 • Lost Books	0.00	0.00	0.00	0.00	38.94	0.00	38.94			
Total Income	268,442.52	21,816.24	23,423.94	10,601.27	9,431.28	5,758.68	339,473.93	9,699,000.00	-9,359,526.07	3.5%
Gross Profit	268,442.52	21,816.24	23,423.94	10,601.27	9,431.28	5,758.68	339,473.93	9,699,000.00	-9,359,526.07	3.5%

TOTAL										
	Jul 17	Aug 17	Sep 17	Oct 17	Nov 17	Dec 17	Jul - Dec 17	Budget	\$ Over Budget	% of Budget
Expense										
6000 · SALARIES AND WAGES										
6141 · PROFESSIONAL SALARIES										
6141A · PROFESSIONAL (ADULT)	44,830.24	45,820.04	45,628.48	45,472.65	45,157.03	72,960.28	299,868.72	811,229.00	-511,360.28	36.97%
6141C · PROFESSIONAL (C&P)	47,571.04	48,578.77	46,810.37	46,232.87	46,307.70	73,777.87	309,278.62	620,211.00	-310,932.38	49.87%
6141D · PROFESSIONAL (DIGITAL)	19,059.62	19,131.03	19,118.43	20,247.16	21,606.44	32,769.15	131,931.83	302,497.00	-170,565.17	43.61%
6141N · PROFESSIONAL (TEEN)	21,302.62	20,711.23	19,281.20	19,728.40	20,332.94	33,759.24	135,115.63	285,756.00	-150,640.37	47.28%
6141S · COMM SERV LIBR (SVC)	13,735.88	13,776.40	10,410.77	11,867.42	13,776.40	20,664.60	84,231.47	232,133.00	-147,901.53	36.29%
6141T · PROFESSIONAL (TECH)	11,263.82	11,271.46	10,998.88	11,761.97	10,215.79	17,711.57	73,223.49	192,173.00	-118,949.51	38.1%
Total 6141 · PROFESSIONAL SALARIES	157,763.22	159,288.93	152,248.13	155,310.47	157,396.30	251,642.71	1,033,649.76	2,443,999.00	-1,410,349.24	42.29%
6142 · CLERICAL SALARIES										
6142A · CLERICAL (ADULT)	25,778.43	61,922.46	26,277.04	26,258.26	26,047.57	41,491.96	207,775.72	371,303.00	-163,527.28	55.96%
6142C · CLERICAL (C&P)	17,998.08	18,145.23	20,466.35	21,342.58	21,487.09	34,394.78	133,834.11	297,048.00	-163,213.89	45.06%
6142D · CLERICAL (DIGITAL)	3,298.25	3,923.08	3,923.08	3,923.08	3,923.08	5,884.62	24,875.19	43,004.00	-18,128.81	57.84%
6142G · CLERICAL (GEN)	5,117.61	13,938.52	7,267.65	7,388.38	7,388.38	11,259.17	52,359.71	115,235.00	-62,875.29	45.44%
6142L · CLERICAL (LIT)	16,769.87	10,073.82	13,851.01	14,070.85	14,965.45	23,264.52	92,995.52	218,381.00	-125,385.48	42.58%
6142N · CLERICAL (TEEN)	8,469.29	9,284.64	8,290.77	8,587.65	9,142.60	13,328.63	57,103.58	111,877.00	-54,773.42	51.04%
6142R · CLERICAL (CIRC)	24,288.03	25,291.35	24,836.79	25,036.59	24,005.64	37,218.42	160,676.82	356,521.00	-195,844.18	45.07%
6142S · CLERICAL (SVC)	180.23	0.00	0.00	0.00	0.00	0.00	180.23	26,706.00	-26,525.77	0.68%
6142T · CLERICAL (TECH)	9,360.09	9,380.06	9,300.26	9,417.54	9,377.83	14,922.46	61,758.24	118,364.00	-56,605.76	52.18%
6142X · CLERICAL (WIRES)	964.36	1,401.91	1,923.81	1,991.30	2,068.36	3,788.71	12,138.45			
Total 6142 · CLERICAL SALARIES	112,224.24	153,361.07	116,136.76	118,016.23	118,406.00	185,553.27	803,697.57	1,658,439.00	-854,741.43	48.46%
6143 · PAGE SALARIES										
6143A · PAGE (ADULT)	13,151.00	11,790.94	12,743.69	14,754.79	14,688.12	24,050.87	91,179.41	204,012.00	-112,832.59	44.69%
6143C · PAGE (C&P)	11,113.58	10,607.76	9,479.89	12,184.63	13,238.16	20,121.39	76,745.41	159,750.00	-83,004.59	48.04%
6143L · PAGE (LIT)	683.95	744.60	701.25	673.20	660.45	1,168.61	4,632.06	6,550.00	-1,917.94	70.72%

TOTAL										
	Jul 17	Aug 17	Sep 17	Oct 17	Nov 17	Dec 17	Jul - Dec 17	Budget	\$ Over Budget	% of Budget
6143N · PAGE (TEEN)	1,708.80	1,909.50	1,461.43	1,443.10	1,660.05	2,404.20	10,587.08	17,778.00	-7,190.92	59.55%
6143R · PAGE (CIRC)	2,472.00	1,856.40	2,155.21	2,493.65	2,618.95	3,834.52	15,430.73	28,469.00	-13,038.27	54.2%
6143T · PAGE (TECH)	3,714.78	3,860.34	3,354.09	3,434.49	3,414.09	5,343.76	23,121.55	57,727.00	-34,605.45	40.05%
Total 6143 · PAGE SALARIES	32,844.11	30,769.54	29,895.56	34,983.86	36,279.82	56,923.35	221,696.24	474,286.00	-252,589.76	46.74%
6144 · CUSTODIAL										
6144G · CUSTODIAL	16,855.58	15,605.97	16,273.16	17,226.42	16,995.75	29,796.70	112,753.58	251,803.00	-139,049.42	44.78%
Total 6144 · CUSTODIAL	16,855.58	15,605.97	16,273.16	17,226.42	16,995.75	29,796.70	112,753.58	251,803.00	-139,049.42	44.78%
6145 · SECURITY										
6145G · SECURITY	15,084.75	15,969.78	15,891.70	18,812.00	17,431.73	27,935.06	111,125.02	221,703.00	-110,577.98	50.12%
Total 6145 · SECURITY	15,084.75	15,969.78	15,891.70	18,812.00	17,431.73	27,935.06	111,125.02	221,703.00	-110,577.98	50.12%
6146 · TECHNICIAN										
6146W · TECHNICAL (WIRES)	14,363.89	32,267.83	14,903.66	28,595.88	8,058.62	13,571.72	111,761.60	200,572.00	-88,810.40	55.72%
6146X · INFO-TECHNOLOGY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,795.00	-12,795.00	0.0%
Total 6146 · TECHNICIAN	14,363.89	32,267.83	14,903.66	28,595.88	8,058.62	13,571.72	111,761.60	213,367.00	-101,605.40	52.38%
6147 · ADMINISTRATIVE										
Total 6147 · ADMINISTRATIVE	28,799.88	21,312.04	21,312.04	21,312.04	21,312.04	31,968.06	146,016.10	283,056.00	-137,039.90	51.59%
Total 6000 · SALARIES AND WAGES	377,935.67	428,575.16	366,661.01	394,256.90	375,880.26	597,390.87	2,540,699.87	5,546,653.00	-3,005,953.13	45.81%
6200 · EMPLOYEE BENEFITS										
9010 · RETIREMENT	0.00	0.00	0.00	0.00	0.00	602,796.00	602,796.00	636,928.00	-34,132.00	94.64%
9030 · SOCIAL SECURITY	28,160.07	32,026.14	27,267.62	28,563.95	27,096.62	43,167.69	186,282.09	380,000.00	-193,717.91	49.02%
9040 · WORKERS' COMPENSATION	0.00	-6,218.70	-4,953.47	0.00	0.00	63,145.00	51,972.83	85,000.00	-33,027.17	61.15%
9050 · UNEMPLOYMENT INSURANCE	1,443.00	0.00	0.00	333.00	0.00	0.00	1,776.00	2,500.00	-724.00	71.04%
9055 · DISABILTY INSURANCE	1,470.86	1,598.22	1,227.76	1,273.78	1,275.40	1,294.73	8,140.75	21,500.00	-13,359.25	37.86%

	TOTAL									
	Jul 17	Aug 17	Sep 17	Oct 17	Nov 17	Dec 17	Jul - Dec 17	Budget	\$ Over Budget	% of Budget
9060 · MEDICAL INSURANCE	66,144.41	68,292.27	70,446.34	70,314.82	70,349.02	79,499.53	425,046.39	851,220.00	-426,173.61	49.93%
Total 6200 · EMPLOYEE BENEFITS	97,218.34	95,697.93	93,988.25	100,485.55	98,721.04	789,902.95	1,276,014.06	1,977,148.00	-701,133.94	64.54%
6410A · BOOKS (ADULT)										
6410A.e · E-BOOKS (ADULT)	54.81	0.00	0.00	-310.88	0.00	0.00	-256.07			
6410A · BOOKS (ADULT) - Other	8,942.99	8,330.71	9,607.56	6,062.39	11,519.50	11,244.57	55,707.72	184,000.00	-128,292.28	30.28%
Total 6410A · BOOKS (ADULT)	8,997.80	8,330.71	9,607.56	5,751.51	11,519.50	11,244.57	55,451.65	184,000.00	-128,548.35	30.14%
6410C · BOOKS (C&P)										
6410C.e · E-BOOKS (C&P)	0.00	0.00	0.00	-19.00	0.00	0.00	-19.00			
6410C · BOOKS (C&P) - Other	2,326.42	2,985.99	4,674.66	5,046.31	2,571.58	5,016.70	22,621.66	119,500.00	-96,878.34	18.93%
Total 6410C · BOOKS (C&P)	2,326.42	2,985.99	4,674.66	5,027.31	2,571.58	5,016.70	22,602.66	119,500.00	-96,897.34	18.91%
6410L · BOOKS (LIT)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00	-1,500.00	0.0%
6410N · BOOKS (TEEN)										
6410N.e · E-BOOKS (TEEN)	0.00	0.00	0.00	-20.72	0.00	0.00	-20.72			
6410N · BOOKS (TEEN) - Other	485.43	424.00	1,924.32	722.06	449.32	1,144.94	5,150.07	27,000.00	-21,849.93	19.07%
Total 6410N · BOOKS (TEEN)	485.43	424.00	1,924.32	701.34	449.32	1,144.94	5,129.35	27,000.00	-21,870.65	19.0%
6410T · BOOKS (TECH)	0.00	61.46	0.00	0.00	0.00	0.00	61.46	900.00	-838.54	6.83%
6411A · MICRO/REF CD (ADULT)	7,265.30	2,615.63	6,038.46	4,200.00	5,289.82	665.00	26,074.21	46,000.00	-19,925.79	56.68%
6411C · MICRO/REF CD (C&P)	94.30	0.00	5,400.00	2,815.00	2,846.80	1,039.00	12,195.10	18,250.00	-6,054.90	66.82%
6411N · MICRO/REF CD (TEEN)	94.29	0.00	5,400.00	750.00	3,744.81	665.00	10,654.10	17,000.00	-6,345.90	62.67%
6412A · RECORDINGS (ADULT)	2,010.81	3,056.45	2,225.26	4,380.01	2,000.27	1,652.10	15,324.90	47,200.00	-31,875.10	32.47%
6412C · RECORDINGS (C&P)	268.11	531.57	129.81	638.91	162.06	318.44	2,048.90	10,000.00	-7,951.10	20.49%
6412N · RECORDINGS (TEEN)	365.21	737.10	26.08	885.67	376.60	438.90	2,829.56	10,000.00	-7,170.44	28.3%
6413A · PERIODICALS (ADULT)	408.38	0.00	52.98	12,207.50	7.50	848.46	13,524.82	33,000.00	-19,475.18	40.98%
6413C · PERIODICALS (C&P)	0.00	17.99	0.00	376.14	0.00	0.00	394.13	6,325.00	-5,930.87	6.23%
6413D · PERIODICALS (ADM)	0.00	57.00	0.00	171.00	399.00	0.00	627.00	1,000.00	-373.00	62.7%

	TOTAL									
	Jul 17	Aug 17	Sep 17	Oct 17	Nov 17	Dec 17	Jul - Dec 17	Budget	\$ Over Budget	% of Budget
6413G · PERIODICALS (GEN)	0.00	0.00	0.00	0.00	0.00	471.95	471.95	1,200.00	-728.05	39.33%
6413N · PERIODICALS (TEEN)	0.00	0.00	0.00	132.00	0.00	0.00	132.00	2,590.00	-2,458.00	5.1%
6413T · PERIODICALS (TECH)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00	-250.00	0.0%
6413W · PERIODICALS (WIRES)	0.00	100.43	0.00	0.00	0.00	28.31	128.74	150.00	-21.26	85.83%
6417A · VIDEOS (ADULT)	5,609.01	6,009.29	6,722.59	5,804.52	5,757.76	7,830.72	37,733.89	90,000.00	-52,266.11	41.93%
6417C · VIDEOS (C&P)	871.98	338.36	520.04	1,295.78	1,274.72	1,371.07	5,671.95	33,000.00	-27,328.05	17.19%
6417L · VIDEOS (LIT)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	-200.00	0.0%
6417N · VIDEOS (TEEN)	269.86	456.66	0.00	62.00	241.80	1,737.47	2,767.79	6,000.00	-3,232.21	46.13%
6419G · SOFTWARE (GEN)	-215.63	6,050.00	0.00	0.00	0.00	1,999.33	7,833.70	10,000.00	-2,166.30	78.34%
6419N · SOFTWARE (TEEN)	0.00	0.00	0.00	0.00	0.00	399.67	399.67	1,500.00	-1,100.33	26.65%
6419T · SOFTWARE (TECH)	0.00	0.00	0.00	0.00	551.77	0.00	551.77	3,000.00	-2,448.23	18.39%
6419W · SOFTWARE (WIRES)	4,096.00	0.00	299.22	0.00	0.00	0.00	4,395.22	16,000.00	-11,604.78	27.47%
6428D · MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00	-2,500.00	0.0%
6429C · REALIA (C&P)	0.00	1,175.41	74.93	550.85	0.00	86.00	1,887.19	4,500.00	-2,612.81	41.94%
6430G · OFFICE AND LIBRARY SUPPLIES	1,883.38	4,957.43	1,443.86	6,620.99	5,005.66	3,374.12	23,285.44	60,000.00	-36,714.56	38.81%
6431D · TELECOMMUNICATIONS	12,362.43	4,334.35	3,943.84	3,947.05	3,641.08	4,238.75	32,467.50	55,050.00	-22,582.50	58.98%
6432G · CARTAGE	285.00	285.00	285.00	285.00	285.00	285.00	1,710.00	3,250.00	-1,540.00	52.62%
6433G · POSTAGE	3,402.18	5,064.78	4,448.05	4,408.84	3,369.97	4,408.45	25,102.27	59,000.00	-33,897.73	42.55%
6434A · PRINTING (ADULT)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,275.00	-4,275.00	0.0%
6434C · PRINTING (C&P)	0.00	0.00	0.00	673.91	0.00	0.00	673.91	7,000.00	-6,326.09	9.63%
6434G · PRINTING (GEN)	6,967.00	8,371.00	6,581.00	6,673.48	6,581.00	6,581.00	41,754.48	100,000.00	-58,245.52	41.75%
6434L · PRINTING (LIT)	0.00	0.00	0.00	42.91	0.00	0.00	42.91	500.00	-457.09	8.58%
6434N · PRINTING (TEEN)	0.00	0.00	0.00	42.92	0.00	0.00	42.92	6,000.00	-5,957.08	0.72%
6434R · PRINTING (CIRC)	0.00	0.00	0.00	0.00	0.00	1,280.80	1,280.80	6,500.00	-5,219.20	19.71%
6434S · PRINTING (COMM SRV)	0.00	0.00	0.00	42.92	0.00	0.00	42.92	5,000.00	-4,957.08	0.86%
6435A · CED, CONF & TRAVEL (ADULT)	116.13	27.00	25.00	1,216.31	25.00	16.36	1,425.80	4,000.00	-2,574.20	35.65%
6435C · CED, CONF & TRAVEL (C&P)	126.57	105.33	228.18	1,104.46	158.32	46.26	1,769.12	5,250.00	-3,480.88	33.7%
6435D · CED, CONF & TRAVEL (ADM)	1,383.90	2,770.84	936.58	393.35	6,917.87	125.00	12,527.54	7,500.00	5,027.54	167.03%
6435Dig · CED, CONF & TRAVEL (DIGITAL)	17.36	172.24	70.65	328.00	1,732.69	433.92	2,754.86	5,000.00	-2,245.14	55.1%

	TOTAL									
	Jul 17	Aug 17	Sep 17	Oct 17	Nov 17	Dec 17	Jul - Dec 17	Budget	\$ Over Budget	% of Budget
6435G · CED, CONF & TRAVEL (GEN)	116.10	300.00	37.56	216.10	0.00	0.00	669.76	3,000.00	-2,330.24	22.33%
6435L · CED, CONF & TRAVEL (LIT)	116.13	0.00	338.94	252.15	729.94	77.91	1,515.07	7,000.00	-5,484.93	21.64%
6435N · CED, CONF & TRAVEL (TEEN)	527.51	201.49	190.24	1,274.34	196.34	79.12	2,469.04	6,000.00	-3,530.96	41.15%
6435R · CED, CONF & TRAVEL (CIRC)	116.13	85.00	0.00	116.13	0.00	0.00	317.26	3,000.00	-2,682.74	10.58%
6435S · CED, CONF & TRAV (COMM SRV)	606.83	0.00	120.82	622.04	0.00	0.00	1,349.69	3,000.00	-1,650.31	44.99%
6435T · CED, CONF & TRAVEL (TECH)	116.13	422.00	0.00	116.13	1,268.67	0.00	1,922.93	2,950.00	-1,027.07	65.18%
6435W · CED, CONF & TRAVEL (WIRES)	128.81	0.00	0.00	116.13	0.00	0.00	244.94	4,000.00	-3,755.06	6.12%
6436 · CONTRACTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	90,000.00	-90,000.00	0.0%
6437A · PROGRAMS (ADULT)	3,430.17	4,973.99	4,860.21	4,179.30	6,071.84	4,466.11	27,981.62	66,000.00	-38,018.38	42.4%
6437C · PROGRAMS (C&P)	10,715.87	11,260.45	3,766.46	8,848.00	7,154.53	6,542.57	48,287.88	80,000.00	-31,712.12	60.36%
6437D · PROGRAMS (DIGITAL)	2,487.42	580.54	306.07	613.13	643.00	892.12	5,522.28	10,000.00	-4,477.72	55.22%
6437L · PROGRAMS (LIT)	2,492.11	7,969.47	2,776.60	5,839.07	12,265.97	8,772.43	40,115.65	75,000.00	-34,884.35	53.49%
6437N · PROGRAMS (TEEN)	5,148.04	5,809.43	3,663.01	4,854.17	4,994.90	4,073.08	28,542.63	60,000.00	-31,457.37	47.57%
6437P · PROFESSIONAL FEES										
643760 · PLANTINGS	150.00	150.00	150.00	150.00	150.00	150.00	900.00	1,800.00	-900.00	50.0%
643765 · PROMOTION AND PUBLICITY	3,044.03	4,203.60	6,591.46	896.36	4,435.86	14,048.37	33,219.68	25,000.00	8,219.68	132.88%
643770 · CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00	-2,500.00	0.0%
6437P01 · ACCOUNTANT/AUDITOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	17,000.00	-17,000.00	0.0%
6437P02 · AUDITOR	1,000.00	0.00	500.00	0.00	0.00	500.00	2,000.00	6,000.00	-4,000.00	33.33%
6437P10 · ELECTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	-5,000.00	0.0%
6437P11 · FSA ADMINISTRATION	131.50	131.50	131.50	131.50	131.50	131.50	789.00	1,578.00	-789.00	50.0%
6437P12 · PAYROLL SERVICES	1,339.50	1,300.01	1,319.40	1,381.51	1,994.90	1,382.65	8,717.97	22,000.00	-13,282.03	39.63%
6437P13 · ARMORED CAR SERVICE	180.10	177.96	178.97	200.88	179.48	179.98	1,097.37	2,040.00	-942.63	53.79%
6437P15 · DOCUMENT MANAGEMENT/DESTRUCTION	152.24	0.00	152.24	0.00	215.52	0.00	520.00			
6437P16 · STAFF BACKGROUND SCREEN	0.00	147.30	0.00	1,085.40	0.00	0.00	1,232.70	4,000.00	-2,767.30	30.82%
6437P17 · TRANSLATION SERVICES	0.00	0.00	0.00	0.00	75.25	0.00	75.25	500.00	-424.75	15.05%
6437P3 · APPRAISAL SERVICES	330.00	0.00	0.00	0.00	0.00	0.00	330.00			
6437P4 · ATTORNEY	9,453.75	1,703.75	2,741.08	1,940.00	1,625.00	6,625.00	24,088.58	38,000.00	-13,911.42	63.39%
6437P5 · BACKFLOW INSPECTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150.00	-150.00	0.0%

	TOTAL									
	Jul 17	Aug 17	Sep 17	Oct 17	Nov 17	Dec 17	Jul - Dec 17	Budget	\$ Over Budget	% of Budget
6437P7 · COLLECTION AGENCY	116.35	152.15	143.20	98.45	116.35	107.40	733.90	2,000.00	-1,266.10	36.7%
6437P8 · DENITE SYSTEMS ANALYSIS	0.00	0.00	330.00	0.00	0.00	0.00	330.00	400.00	-70.00	82.5%
6437P9 · EAP	7,650.00	0.00	0.00	0.00	0.00	0.00	7,650.00	7,650.00	0.00	100.0%
6437P · PROFESSIONAL FEES - Other	0.00	0.00	0.00	299.00	0.00	500.00	799.00			
Total 6437P · PROFESSIONAL FEES	23,547.47	7,966.27	12,237.85	6,183.10	8,923.86	23,624.90	82,483.45	135,618.00	-53,134.55	60.82%
6438 · DUES	0.00	150.00	1,120.00	698.00	442.00	624.00	3,034.00	5,000.00	-1,966.00	60.68%
6439A · EQUIPMENT R & M (ADULT)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,500.00	-3,500.00	0.0%
6439C · EQUIPMENT R & M (C&P)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	-2,000.00	0.0%
6439G · EQUIPMENT R & M (GEN)	5,375.86	3,244.15	4,962.46	4,890.34	3,427.30	3,981.22	25,881.33	50,000.00	-24,118.67	51.76%
6439N · EQUIPMENT R & M (TEEN)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	-200.00	0.0%
6439R · EQUIPMENT R & M (CIRC)	0.00	21,447.26	0.00	0.00	10,723.63	0.00	32,170.89	50,000.00	-17,829.11	64.34%
6439T · EQUIPMENT R & M (TECH)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	-500.00	0.0%
6439W · EQUIPMENT R & M (WIRES)	1,413.75	2,066.40	0.00	5,393.62	458.81	378.81	9,711.39	26,000.00	-16,288.61	37.35%
6450E · ELECTRICITY	15,536.88	15,481.09	30,898.72	0.00	10,264.20	8,355.24	80,536.13	125,000.00	-44,463.87	64.43%
6450F · FUEL/GAS	475.77	520.73	374.51	878.33	72.45	1,791.58	4,113.37	15,000.00	-10,886.63	27.42%
6450W · WATER	395.17	0.00	0.00	475.54	0.00	0.00	870.71	1,500.00	-629.29	58.05%
6451G · CUSTODIAL SUPPLIES	418.81	993.89	1,424.83	1,848.24	1,241.85	1,837.34	7,764.96	19,000.00	-11,235.04	40.87%
6452G · BLDG ALTERATION AND MAINT	6,322.87	2,140.10	11,919.15	2,561.00	6,156.93	6,453.25	35,553.30	72,041.00	-36,487.70	49.35%
6454 · INSURANCE	65,455.46	0.00	0.00	0.00	0.00	0.00	65,455.46	67,000.00	-1,544.54	97.7%
6485G · Bank Fees	353.62	181.06	192.39	95.03	287.33	36.80	1,146.23			
7203 · EQUIPMENT - Capital Purchases										
7203A · EQUIPMENT ADULT	0.00	0.00	-9.76	1,641.12	0.00	191.92	1,823.28	4,000.00	-2,176.72	45.58%
7203C · EQUIPMENT C & P	287.54	2,345.00	0.00	1,398.71	993.47	655.33	5,680.05	5,000.00	680.05	113.6%
7203D · EQUIPMENT ADMIN	0.00	0.00	0.00	3,679.70	0.00	0.00	3,679.70	2,500.00	1,179.70	147.19%
7203G · EQUIPMENT BUS OFF	0.00	0.00	0.00	0.00	0.00	59.99	59.99	9,500.00	-9,440.01	0.63%
7203L · EQUIPMENT LITERACY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
7203N · EQUIPMENT TEEN	0.00	366.98	0.00	1,398.70	0.00	439.96	2,205.64	8,000.00	-5,794.36	27.57%
7203R · EQUIPMENT CIRC	0.00	0.00	0.00	0.00	0.00	59.98	59.98	1,000.00	-940.02	6.0%

								TOTAL		
	Jul 17	Aug 17	Sep 17	Oct 17	Nov 17	Dec 17	Jul - Dec 17	Budget	\$ Over Budget	% of Budget
7203T · EQUIPMENT TECH	0.00	0.00	297.60	159.00	858.14	112.44	1,427.18	2,000.00	-572.82	71.36%
7203W · EQUIPMENT WIRE	2,802.09	23,919.62	497.85	4,039.26	2,882.06	3,292.22	37,433.10	140,000.00	-102,566.90	26.74%
Total 7203 · EQUIPMENT - Capital Purchases	3,089.63	26,631.60	785.69	12,316.49	4,733.67	4,811.84	52,368.92	172,000.00	-119,631.08	30.45%
Total Expense	683,031.77	695,734.03	601,682.84	628,658.51	619,568.42	1,521,839.43	4,750,515.00	9,699,000.00	-4,948,485.00	48.98%
Net Ordinary Income	-414,589.25	-673,917.79	-578,258.90	-618,057.24	-610,137.14	-1,516,080.75	-4,411,041.07	0.00	-4,411,041.07	100.0%
Other Income/Expense										
Other Expense										
7500 · BUILDING IMPROVEMENTS	43,709.75	33,688.08	12,586.54	15,243.11	11,975.58	33,250.71	150,453.77			
Total Other Expense	43,709.75	33,688.08	12,586.54	15,243.11	11,975.58	33,250.71	150,453.77			
Net Other Income	-43,709.75	-33,688.08	-12,586.54	-15,243.11	-11,975.58	-33,250.71	-150,453.77	0.00	-150,453.77	100.0%
Net Income	-458,299.00	-707,605.87	-590,845.44	-633,300.35	-622,112.72	-1,549,331.46	-4,561,494.84	0.00	-4,561,494.84	100.0%

**MASTICS-MORICHES-SHIRLEY COMMUNITY
LIBRARY**

CAPITAL FUND FINANCIAL REPORT

DECEMBER 2017

PREPARED & SUBMITTED BY:

**CHRISTOPHER NOWAK
BUSINESS MANAGER**

MMSCL
CAPITAL FUND MONTHLY REPORT

Month	Account #	Balance Forward	Deposits	Withdrawals	Balance
<u>Empire Nat'l Bank</u>	XXXXXX082				
July-17		\$ 4,599,507.19	\$ 2,734.50	\$ -	\$ 4,602,241.69
August-17		\$ 4,602,241.69	\$ 2,736.13	\$ -	\$ 4,604,977.82
September-17		\$ 4,604,977.82	\$ 2,649.44	\$ -	\$ 4,607,627.26
October-17		\$ 4,607,627.26	\$ 2,941.31	\$ -	\$ 4,610,568.57
November-17		\$ 4,610,568.57	\$ 3,031.61	\$ -	\$ 4,613,600.18
December-17		\$ 4,613,600.18	\$ 3,134.72	\$ -	\$ 4,616,734.90
				Grand Total :	\$ 4,616,734.90

**MASTICS-MORICHES-SHIRLEY COMMUNITY
LIBRARY**

OPERATING FUNDS FINANCIAL REPORTS

(PROFIT & LOSS OVERVIEW AND OPERATING ACCOUNTS)

DECEMBER 2017

PREPARED & SUBMITTED BY:

**CHRISTOPHER NOWAK
BUSINESS MANAGER**

MMSCL
Operating Funds Monthly Report
December 2017

INSTITUTION	PURPOSE	BALANCE FORWARD	DEPOSITS	DISBURSEMENTS	INTEREST	ENDING BALANCE
Empire Nat'l Bank	MONEY MARKET	\$ 1,331,191.36	\$ 4,252.03	\$ 1,288,267.39	\$ 425.20	\$ 47,601.20
Empire Nat'l Bank	CREDIT CARD M.M.	\$ 309,561.87	\$ 2,461.31	\$ 404.94	\$ 211.33	\$ 311,829.57
Empire Nat'l Bank	OPERATING	\$ 284,535.90	\$ 754,768.10	\$ 869,962.37	\$ 141.00	\$ 169,482.63
Empire Nat'l Bank	PAYROLL	\$ 87,743.39	\$ 533,499.29	\$ 580,319.64	\$ -	\$ 40,923.04
						<u>\$ 569,836.44</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:					<u>\$ 15,000.00</u>
TOTAL CASH & INVESTMENTS:					<u><u>\$ 584,836.44</u></u>

Director's Report

January 2018

NYS Tax Cap

As we come into budget preparation season the Governor has announced that the tax cap will be 2% this year. We will need guidance from the Board as to the goal for the budget this year. The last two years we have had a 0% budget increase.

New Library Proposal

We spent much of my time this month preparing materials to support the proposed Library information campaign. Our team created the FAQs about the project, wrote content for the bond information newsletter, planned mailings and advertisements for the paper, wrote press releases for same, updated the project web site, created PowerPoint presentations, arranged for and delivered information at the public meeting on January 11th and contracted for the recording of same, planned for project information to be distributed through our social media channels, and much more. Sara Royce, our public relations specialist, has outdone herself laying out and creating images for all our ads, mailings, brochures and web docs. We can't thank her enough for her willingness to alter her schedule at a moment's notice to meet every changing deadlines and evolving projects. Assistant Directors Nick Tanzi and Tara D'Amato have also contributed above and beyond to the information campaign. CPSD Dept. Head Rachel Wyneken and Special Projects Librarian Michael Bogin have rounded out the team, providing written content, research, and editing expertise. And our Digital Services Department Head Stephen Burg and Librarian Nicole Parisi, and department staff have done outstanding work on videotaping and providing captioning for interviews conducted with residents who have been involved with our efforts.

I am appreciative of all of our employees who are managing to deliver outstanding Library service under the stress of the project. Regardless of the outcome of the referendum everyone has given tremendous effort. We will all know on February 7th that we gave it everything we had and more.

We met with and/or corresponded with our elected officials about the project to be sure they were invited to our meetings and up-to-date on the vote. Brookhaven Town Supervisor Romaine, Brookhaven Town Councilman Panico, and County Legislator Sunderman visited the Library during a WFSD class visit. They had the opportunity to tour the facility and address the two 5th grade classes that were present.

We attended a variety of community meetings where we discussed the project. Resident's calls inquiring about the project, as well as emails and social media inquiries are on the rise and we continue to answer those inquiries. There have been many calls from the South Shore Press, Newsday, and the Advance. Stories continue to run in those publications about the proposal. I held staff meetings throughout December in an effort to reach all our employees to be sure they had the most up-to-date information on the project to share with our residents.

Our administrative team has helped support the daily oversight needed while all the additional work related to the project is completed. We all have multiple jobs that extend beyond our normal scope of work. We are looking forward to the outcome of these efforts and returning to a more regular schedule and scope of work. And of course a huge "Thank you" to the Board members who have increased their level of volunteerism and personal sacrifice to support our Library. We truly appreciate your dedication and commitment to the institution. We are very fortunate to have each and every one of you.

Long Island Library Resources Council

As Vice President of LILRC and Chair of the Personnel and Budget committee it is an exciting time at LILRC. The Executive Director is retiring after almost three decades in the position. A national search was mounted for his replacement and we have been screening resumes and conducting the first round of interviews. LILRC is one of the 3R Councils in NYS and is a mixed consortium of Public, Academic, School and Special Libraries.

Rotary

Our largest fundraiser is in early February. We hope you will join us in honoring the Montanez family at Rock Hill on February 10, 2018. Our club was invited to Brookhaven Hospital earlier this month to tour the new Knapp Cardiac Care center and learn more about the specialized services offered at our local community hospital.

NYS Tax Cap

As we come into budget preparation season the Governor has announced that the tax cap will be 2% this year. We will need guidance from the Board as to the goal for the budget this year. The last two years we have had a 0% budget increase.

	July	August	September	October	November	December
Patron Visits (new counter as of 8-15)	31,735	28,184	30,093	37,779	33,446	26,872
Website Visits	34,515	35,242				
Adult	2,668	2831				
Children's	626	531				
Teen	412	424				
Program Calendar	2,293	2,117				
Library Link	251	298				
CommunityLibrary.org	18,423	19,828				
Facebook						
Mobile App						
Circulation	46,559	47,476	44,908	48,327	45,559	43,647
Staff assisted checkouts & renewals	21,567	22,307	21,133	22,893	21,153	18,236
Express Lane Checkouts & renewals	11,512	11,221	10,810	11,452	10,183	9,525
Renewals by patrons (web)	7,810	8,242	7,573	8,783	9,329	10,858
Museum Pass Checkouts	94	90	44	37	22	24
eBook Checkouts	2,891	2,989	2,692	2,679	2,463	2,537
Movie Streams/Downloads	121	170	153	129	181	258
Music Streams/Downloads	1,381	1,250	1,429	1,234	1,133	1,236
eAudiobook Checkouts	906	956	906	895	878	826
eMagazine Checkouts	277	251	168	225	217	147
ILLs out	1,909	1,836	1,807	1,927	1,602	1,401
ILLs in	1,423	1,608	1,263	1,459	1,391	1,364
Holds	4,091	4,249	4,030	4,097	3,804	3,436
Filled Holds	3,231	3,514	3,029	3,228	3,070	2,757
New Library Cards	258	296	325	344	253	214
New/Renewed Contract Patrons	7	18	18	12	12	6
Computer Usage	7,837	8,299	3,912	4,483	4,176	3,389
Adult	2,984	3,439	3,152	3,554	3,265	2,993
Children's	983	1,156	408	443	474	

Teen	450	490	352	486	437	396
Public Wireless	3,420	3,214				
Fax/Copy/email service	1,992	2,232	2,155	2,274	2,272	1876
Reference Questions	2,795	3,295	2,595	2,518	2,208	1,965
Adult	1,977	2,518	2,066	1,886	1,627	1,488
Children's	700	685	414	548	538	447
Teen	64	32	39	32	43	30
Chat Reference	54	60	76	52		
Other Questions	4,590	5,272	3,795	5,674	5,084	4,332
Adult	1,578	2,612	1,927	2,546	2,361	2,320
Children's	2,491	2,316	1,490	2,341	2,062	1,474
Teen	521	344	378	787	661	538
Programs, In-House Attendance	6,378	5,865	3,551	4,648	4,050	3,631
Programs, In-House Sessions	403	444	327	390	410	363
Adult	999	1,068	626	809	739	657
Adult # of Sessions	125	150	142	145	158	126
Children's	3,453	2,492	1,089	1,950	1,440	1,066
Children's # of Sessions	94	95	47	77	69	51
Teen	555	390	364	423	530	490
Teen # of Sessions	67	64	46	62	64	62
Community Services						
Community Services # of Sessions						
Outside Organizations	1,371	1,915	1,472	1,466	1,341	1,418
Outside Organizations # of Sessions	117	135	92	106	119	124
Programs, Offsite Attendance	346	1,694	1,178	1,416	627	469
Programs, Offsite Sessions	22	28	27	35	39	25
Adult	64	137	86	167	110	52
Adult # of Sessions	5	5	6	13	12	5
Children's	98	651	785	689	265	260
Children's # of Sessions	7	12	20	11	11	12

Teen	42	25	-	160	182	157
Teen # of Sessions	6	6	-	7	15	8
Community Services	142	881	307	400	70	
Community Services # of Sessions	4	5	1	4	1	
Outside Organizations						
Outside Organizations # of Sessions						

Programs, Literacy Attendance	977	712	478	2,495	2,291	1,149
Programs, Literacy Sessions	22	17	31	144	156	68
In-house Attendance	411	303	347	494	422	465
In-house Children's Attendance	566	409	131	130	124	121
In-house # of Sessions	22	17	31	48	47	37
Offsite attendance				1,391	1,337	483
Offsite Children's Attendance, toddler				192	180	29
Offsite Children's Attendance, school age				288	228	51
Offsite # of sessions				96	109	31
Hours of Instruction, Literacy in-house						
Hours of Instruction, Literacy offsite						

January	February	March	April	May	June	YTD Total	Last YTD Total
						188,109	201,038
						69,757	197,577
						5,499	19,291
						1,157	3,764
						836	3,049
						4,410	8,220
						549	1,540
						38,251	110,142
						-	-
						276,476	302,666
-	-	-	-	-	-	127,289	147,256
						64,703	79,908
						52,595	40,856
						311	228
						16,251	15,549
						1,012	1,722
						7,663	11,603
						5,367	4,697
						1,285	847
						10,482	10,721
						8,508	10,613
						23,707	28,019
						18,829	22,345
						1,690	1,632
						73	473
						32,096	44,479
-	-	-	-	-	-	19,387	20,281
						3,464	4,265

						2,611	3,202
						6,634	16,731
						12,801	12,397
	-	-	-	-	-	15,376	11,723
						11,562	7,023
						3,332	4,337
						240	363
						242	-
	-	-	-	-	-	28,747	25,741
						13,344	12,593
						12,174	10,729
						3,229	2,419
	-	-	-	-	-	28,123	26,900
	-	-	-	-	-	2,337	2,251
						4,898	5,320
						846	778
						11,490	8,019
						433	408
						2,752	2,783
						365	358
						-	-
						-	-
						8,983	10,778
						693	707
	-	-	-	-	-	5,730	4,699
	-	-	-	-	-	176	200
						616	583
						46	38
						2,748	3,437
						73	89

							566	679
							42	73
							1,800	-
							15	-
							-	-
							-	-
	-	-	-	-	-	-	8,102	8,627
	-	-	-	-	-	-	438	405
							2,442	2,306
							1,481	1,339
							202	147
							3,211	3,816
							401	
							567	1,166
							236	258
							-	-
							-	-

Assistant Director's Report

Prepared by Nick Tanzi, January 18, 2018

In the past month substantial time has been put towards developing & maintaining the web-based content for the Community Library's proposed new facility. Recent additions to the site include the video of the January 11th informational meeting at the William Floyd High School and updates to the frequently asked questions. In addition to the public facing website, I have worked on updating staff forms and information on the employee intranet as we enter a new calendar year.

We continue to have some turnover in our custodial department, necessitating the posting of a job notice and evaluation of applicants. A similar scenario has taken place in the Teen Services Department with the departure of several pages.

On January 4th and 5th, the library had emergency closings due to inclement weather. This afforded us the opportunity to implement our emergency notification system for the first (and second) time. Automated phone messages were delivered to staff with a 98% success rate, eliminating the need for manually notifying employees through a phone chain.

Meetings Attended:

Board Meeting of the Computer and Technical Services division of the Suffolk County Library Association: January 4th, 2018.

Chamber of Commerce of Commerce of Mastics & Shirley: January 8, 2018.

Reference and Adult Services division of the Suffolk County Library Association marketing roundtable: January 18, 2018.



Adults

January 2018

Josephine Wuthenow
Department Head

LOCAL HISTORY UPDATE



Brad C Shupe,
RASD Librarian

- The NY Heritage
 - Local History Online Database collection has undergone a major facelift and is now operational. We will be working to resolve some errors with the new interface.
- Brad Shupe attended the December monthly meeting of the Mastic Peninsula Historical Society and continues to provide support and assistance to the group.
- Work continues to protect and preserve the Captain J. Hawkins house, a early 19th century Federal style cottage located in Moriches. Brad Shupe attended a meeting in December at Brookhaven Town Hall at the request of Ed D’Gennaro of the MPHS. Also present were Barbara Russell - Town Historian, Amy Moody - Planning Division, and Dan Panico about pursuing the purchase of the surrounding property so as to prevent this unique home from being torn down. Barbara Russell, also a member of the Historic District Commission, is in favor and recommending purchase.
- The newest Historical Marker Sign commemorating the Battle of Fort St. George has been received and we await installation by the Suffolk County Public Works. The physical location of the marker will be at the southwest corner of Montauk Hwy and William Floyd Pkwy.

PATRON COMMENT REGARDING OUR STAFF, WILLIAM MORRISON

MASTICS MORICHES SHIRLEY	COMMUNITY LIBRARY	The Community Library values your comments, questions and suggestions. If you would like to share an idea for improving the Library, or would like to comment on a program, collection or service, you can do so in the space below. You can also text the Library (66746, keyword: MMSCL) or email us through the link on our website, www.communitylibrary.org
COMMENTS: A VERY NICE YOUNG MAN "BILLY MORRISON" WAS SO KIND AND HELPFUL, COURTIS AN MADE MY FAX AND COPY EXPERIANCE A QUICK AND PLEASANT ONE, THIS YOUNG MAN IS CERTAINLY A CREDIT TO YOUR ORGANIZATION, THANK YOU R.		
You can submit comments anonymously, but if you would like a reply, print your name and phone number or e-mail address.		
Name	ROGER [REDACTED]	Phone [REDACTED]
E-mail	[REDACTED]	Date: DEC. 20, 2017

DEPARTMENTAL SNAPSHOT – DECEMBER

Program Attendance:

- 657 patrons attended in-house programs
- 52 patrons attended off-site programs

COPIES, FAXES and Scanning/EMAIL:

- We helped patrons 1,876 times with copies, faxes, and scanning/email

COMPUTER Usage:

- Patrons used our computers 2,993 times

Reference & Information Questions:

- We answered 3,808 patron questions

Teen Services Board Report

January 2017

Submitted by Kerrilynn Jorgensen

As in years past, the library staff looks forward to supporting the community it serves and adopted two local families through Colonial Youth's Holiday Adopt-a-Family program. Liz Horbal (Circulation) and I organized the fundraising efforts with the help of Zoe O'Donnell (Circulation) and Kelly Furnari (Teen). The staff came together over the course of the month by raising monetary funds and collecting their "wish list" items such as sweaters, gloves and books each family requested. Attached are the letters from each family thanking us.

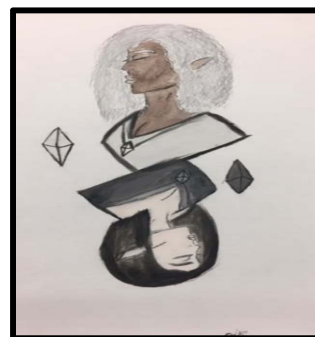


Tom Casper: Most all teens have received their work back from the Fall '17 Art Show. We have two new teens who have been coming to Illustrator's Workshop and Art Club for a few weeks now. Natalie is actually one of our regulars. She is in the department on a daily basis and is getting more and more into creating her own art work.

Lizzy Rubby-



Natalie Luca-





Stephanie Kyle: Happy New Year! December was a slow month in teen between the holidays and cold weather. We did have a very successful program titled "Holiday Craft Extravaganza" by The Whaling Museum & Education Center. Fourteen teens rolled a honeycomb beeswax candle, "quilled" a paper snowflake and created a catch-all from a recycled bottle bottom. The crafty teens are looking forward to The Whaling Museum & Education Center returning to our library on January 17th for "Dream Big", in which they will learn about the contributions of African-Americans in whaling, touch some of the navigational tools they used, and create their own "I Have a Dream" pillow to keep.

Tom Casper and I have started meeting with our high school teens that will be on our Advanced Battle of the Books team. We have six members on our team and two of them are pages in the library and completely determined to win since they are graduating seniors. The competition is not until March 23rd so we have plenty of time to practice.



Kelly Furnari:

This month I visited the William Floyd Middle School, and William Paca Middle School to assist with code club. The students in both schools seem interested and eager to learn coding, and some have very advanced codes on the programs they use (code.org and tynker). Next week, Roseanne Magrane (the librarian at William Floyd Middle School) and I are planning to run a digital break out using BreakoutEdu.

I have also been planning a Pizza Taste Off scheduled for February 22nd. On January 11th, I visited 14 local pizzerias, and 12 of them immediately agreed to donate one cheese pie for our program! I am excited to work with these local businesses to provide programming for our teens!



Kyle Fichtner: Teen Parent Conference: Cooperation, Collaboration & Teamwork: Positive Interactions to Promote Healthy Child Development

On Friday December 8th, 2017 I had the pleasure of attending a teen pregnancy workshop. The workshop ran from 8:00am-1:00pm. The conference was broken down into four sections throughout the day. Each section entailed a keynote speaker promoting healthy positive ways to interact and guide pregnant teens.

The first keynote speaker drew upon various resources to guide the teens and professionals attending the workshop. The keynote speaker promoted positive interactions to promote and guide healthy child development. The second keynote speaker was entitled, "Herstory Writer's Workshop." This

entailed many teens from various different backgrounds struggling with the realities of teenage pregnancy. It also encouraged teens that were attending the workshop to seek help when dealing with teenage pregnancy. We heard various different stories including the struggles and stigmas that come with teenage pregnancy.

The third keynote speakers consisted of a youth panel. Here they opened up to the audience for questions that they might have. The youth panel consisted of two female teens, one male teen & two adults who experienced teen pregnancy in their sophomore year of high school. Here we heard positive stories from our youth panel about how to deal with difficult situations. Also, the youth panel promoted how important it is to care and to succeed when dealing with teenage pregnancy. The last part of the conference split the teens and the professionals into different workshops. The professional workshop provided various resources when working with pregnant or parenting youth.

The workshop consisted of professors and assistant professors mainly from Stony Brook University talking about healthy child development and providing resources for professionals. Each resource provides various different beneficial attributes to teen mothers and even the mothers of pregnant teens. This workshop benefits the MMSCL in many different ways.

As we all work in our diverse community at the Mastics, Moriches, Shirley Community Library we know being a community center is extremely important. Attending this conference will allow me to be prepared for questions or situations that might arise pertaining to teenage pregnancy. Though while working in this community I've never encountered a pregnant teen or anyone who desired these resources I'm now fully prepared to provide them with information and resources. As a librarian and a professional gaining knowledge in any aspect that benefits the youth in our community this conference serves the Mastics, Moriches, Shirley Community Library in various ways. Now if a pregnant teen or parent were to inquire about these resources I can point them in the right direction. Having the knowledge can help benefit our lovely diverse community to make healthy and positive decisions when dealing with teenage pregnancy.



Hillary Maldonado:

Ms. Hillary continues to actively interact with all ages of the community, working Thursday evenings TORCH Club program that is held off-site at WFHS. The Family Dinner 12/21/17 was a huge success in fun activities and cheer for all. Ms. Hillary is pictured with one of our newest community members Daniel Brayden Buckley.



12/18/17

To whom it may concern,

We want to give a warm and
genuine thank you for making our holidays
brighter.

Sincerely,

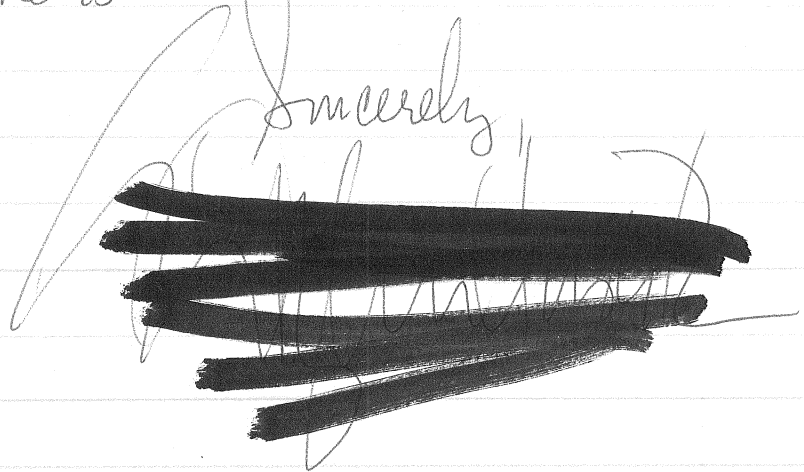
The [REDACTED] Family.

Dec. 2017

To Whom it May Concern

Thank you very much for helping me to provide my children a Christmas this season. As a single parent it is difficult to have money for all of the necessities let alone any extras. I am very grateful for your generosity & hope that you enjoy the holiday season. I thank you for helping my children to enjoy theirs.

Sincerely,



MMSCL CIRCULATION SERVICES DEPARTMENT



January 2018 Board Report by DH Anne Marie Hofmann
STATISTICAL INFORMATION FOR THE MONTH OF **December 2017**

TOTAL Circulation Activity: 43,722

Activity Breakdown

Staff Assisted Checkouts: 18,236

Self Checkouts: 9,525

Online Renewals: 10,858

Digital Checkout Breakdown

eBooks— 2,537

Movie Streams— 258

Music Streams— 1,236

eAudiobooks— 826

eMagazines— 222

Museum Pass Breakdown

Museum Passes Reserved: 32

Checked Out: 24

Cancelled/No Show: 8

Current Card Holders: 40,459

NEW Library Cards Issued:

District Patrons:214 Contract Patrons:6 Transferred:79

Meeting Room Usage:

Rooms booked by district organizations including tutors: 1,418

Community residents including students in attendance: 124

SMS Alerts - Text Notifications: Currently 1,277

Online Temporary Self Registration: Currently 19

Happy Holidays!

Holiday goodwill and cheer were plentiful in the Literacy department during the month of December. Over 200 students and their families enjoyed the holiday celebrations with us. The festivities included an evening celebration at William Floyd High School and continued with a morning party at the library; food, raffles, and certificates were plentiful!

Community member and friend of the library, Orlando, a.k.a. Santa Claus, delighted children with gifts of coloring books and candy canes. While there were many smiling faces in the photos with Santa, there will be a few priceless pictures of children crying on Santa's lap!

At the High School, holiday music was provided by the William Floyd High School String quartet: Kevin, Amanda, Jenna, and Elizabeth. Literacy student, Tomas, volunteered to DJ and students' enjoyed dancing.

At the library, students sang a rendition of *The 12 Days of Christmas*. However, it was rewritten by one of our instructors to be *The 12 Days of Classes*. Many laughs were had with lyrics such as "5 golden pens," "twelve homework pages," and "a love of the English language."



Knitting

Individuals in our community will be warm and cozy, thanks to the dedicated women in Literacy's Knitting group. These students gather weekly to practice English, build relationships with one another, and create handmade and beautiful works of art in yarn form. From their collection of work, they gathered hats, scarves, mittens, and baby blankets. Over 40 pieces were donated to Colonial Youth and Family Services. Everything was made with love!



ServSafe Food Manager Certificate

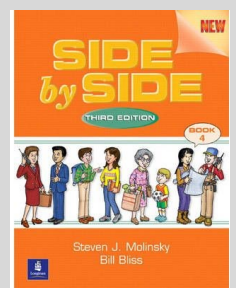
Ivette and I attended a training session at SCLS in order to receive a ServSafe Food Manager Certificate. This training provided information regarding the procedures and conditions necessary for optimal food safety and furthermore, the health and well being of our patrons.

Even though our heads were spinning by the end (especially because of the required test!), the information was very valuable. It prompted a few new procedures to be used by the Literacy Department relating to the serving of snacks and food. Check out our new aprons!



New Year, New Class

In an effort to meet the needs of our students, the Literacy department will be adding another new class to our weekly schedule. We will have an Advanced class on Monday afternoons with a new instructor, Ms. Doris. Students were invited to the class based on their current proficiency level. We also requested recommendations from instructors. For the first time, students also had to take a Placement Test (believe it or not, they like the feedback that tests provide)! As a part of the class, the students will work on a research project with a final presentation.

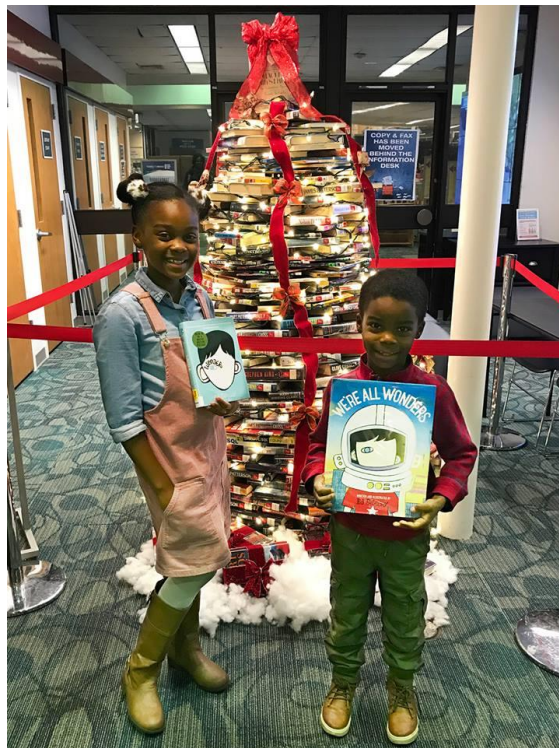


January 2018

Compiled by: Stephen Burg

One-on-ones and a new computer class

Over the past month the Digital Services conducted 20 one-on-one tech appointments and held 2 computer classes. One of the classes we offered was a new class called “Amazon Echo and the Alexa app”. This class was instructed by Nicole and had 6 people attend. In the class patrons learned the basic setup of the Amazon Echo/ Echo Dot and its accompanying Alexa App and how to wirelessly play music and free library eAudiobooks through the Echo using Bluetooth. The department has also been working on videos for the video board. Sara has been working diligently on all marketing matters. She was essential in helping to create our book tree. Nicole receive some very nice correspondence from John Fahey a patron she has been helping through our one-on-one tech help program (See Attached).



MASTICS
MORICHES
SHIRLEY

COMMUNITY LIBRARY

DIGITAL SERVICES DEPARTMENT

January 2018

Compiled by: Stephen Burg



John W. Fahey
Ancient Order of Hibernians in America
Division 5, Suffolk County
7 Cedar Road, Mastic Beach, NY
11951

December 29, 2017

Ms Kerri Rosalia, Director
Mastic, Shirley Library
407 Wm. Floyd Pkwy.
Shirley, NY 11967

Dear Kerri,

Recently I needed help with a historical project our organization was involved with. I called the library for help and Nicole Parisi was assigned to help me.

Nicole was very knowledgeable and helpful to me in completing the work that had to be done. She was very kind and patient in working with me and explaining the many ways a computer can be helpful in doing our work.

I would like to thank Nicole and the library for having good people on your staff in helping our Community

Sincerely yours,

John W. Fahey
John W. Fahey, Historian

YOU ARE CORDIALLY
INVITED TO JOIN THE

ROTARY CLUB OF
SHIRLEY AND THE MASTICS
AS WE HONOR OUR
FAMILY OF THE YEAR
Montanez Family

Saturday, February 10, 2018

7:00 pm - 11:00 pm

Rock Hill Country Club

(Classic 19th Restaurant)

103 Clancy Road, Manorville, NY 11949

Entertainment By: Chain Reaction



2018 Family Of The Year

REPORT OF PERSONNEL CHANGES SUFFOLK COUNTY DEPARTMENT OF CIVIL SERVICE						DATE PREPARED: 01/22/18	
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
A	Furnari, Kelly		Librarian I	\$ 33,761.00	25 hours	11/01/17	16-0814-561
LA	Witham, Toni		Principal Library Clerk	\$ 46,451.34		01/15/18	1/15/2018-03/27/18
AT	Murray, Darlene		Library Clerk	\$ 18,291.00	25 hours	01/15/18	
A	Bendjy, Scott		LIBRARIAN I (Children's Services)	\$ 51,960.57		11/15/17	16-0816-563
TRT	Troy, Loretta		Library Clerk	\$20.59/hr		12/30/17	
TRS	Ulrich, Christopher		Page	\$10.20/hr		12/31/17	
TRS	Phillips, Rebecca		Page	\$10.20/hr		12/29/17	
TRS	Cassero, Patrick III		Page	\$10.00/hr		01/12/18	
TRS	Jackson, Donna		Page	\$10.20/hr		12/15/17	

DID YOU:

1. Submit a Duties Statement for all new positions or when refilling those for which DS is over five years old?

2. Request and canvas an eligible list for all competitive positions?

3. Submit Application for Employment (CS-205) on all provisional, temp & non-competitive appointments? Fill in jurisdiction and appointment date at bottom of application

4. Submit a personnel change on the previous incumbent shown above?

☐ **APPROVED**
☐ **DISAPPROVED**

☐ **APPROVED AS NOTED**

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

Signature of Appointing Authority