

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

**September 28, 2020**

**7:00 PM**

**AGENDA**

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

**IX. NEW BUSINESS**

- A. DEPARTMENT REPORTS
  - 1. ADULT SERVICES
  - 2. CHILDREN'S & PARENTS SERVICES
  - 3. TEEN SERVICES
  - 4. C R S
  - 5. LITERACY SERVICES
  - 6. DIGITAL SERVICES
  - 7. INFORMATION TECHNOLOGY
- B. PERSONNEL
  - 1. RECOMMENDED CHANGES
- C. CONTRACTS / RENEWALS
- D. DISPOSAL OF OBSOLETE / BROKEN EQUIPMENT
- E. CONTINUING EDUCATION
- F. STANDBY LETTER OF CREDIT
- G. 2020 LIBRARY TRUSTEE ELECTION
- H. CORRESPONDENCE

\*\*\*\*\*  
\*\*\*\*\*

**X. EXECUTIVE SESSION**

**XI. ADJOURNMENT**

---

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

**October 26, 2020 @ 7:00PM**

**DRAFT - UNAPPROVED**

**MASTICS-MORICHES-SHIRLEY  
COMMUNITY LIBRARY**

**MINUTES OF AUGUST 24, 2020 BOARD MEETING**

**\*\*\*MEETINGS BEING HELD REMOTELY\*\*\***

Trustee Maiorana called the meeting to order at 7:00 pm.

**PRESENT**

Present were Trustees Maiorana, Dubois, Gross, Marks, Director Rosalia, Assistant Director D'Amato, Business Manager Nowak and Secretary Prevete.

Motion by Gross, second by Marks, to accept the minutes of the July 27, 2020 meeting of the Board of Trustees. Carried 4-0.

**MINUTES**

Motion by Dubois, second by Gross to accept the minutes of the August 17, 2020 meeting of the Board of Trustees. Carried 4-0.

Motion by Marks, second by Dubois to approve the Operating Fund Schedule of Claims dated 8/24/20; Prepay Payables Warrant #1 \$38,279.16; Payables Warrant #2 \$299,657.76; Payroll Warrant W. E. 8/7/2020 \$156,342.08; Payroll Benefits Warrant \$10,007.45; Payroll Warrant W.E. 8/18/2020 \$157,960.72; Payroll Benefits Warrant \$88,544.79. Carried 4-0.

**SCHEDULE  
OF CLAIMS**

Motion by Gross, second by Marks to approve the Operating Financial Reports for July 2020. Carried 4-0.

**FINANCIAL  
REPORTS**

Motion by Dubois, second by Marks to approve the Capital Fund Financial Report for July 2020. Carried 4-0.

The Director said that the building project is in contact with Dan Panico's office to look into funding sources with regard to the septic system. Brookhaven Town and Suffolk County have entered into an agreement to remove the buildings on Neighborhood Road (across from the branch) once the library executes the lease. Design documents are 60% complete on the branches. Once that is complete, H2M is prepared to send the final plans to the State Ed Department for approval so that we can proceed with demolition of the Quonset huts at Moriches. We have updated the school district on plans for the Moriches site and hoping for the Board to approve the agreement of the Land Transfer at tomorrow night's meeting. Department Heads have been meeting with H2M and the Design Team on creative ways to utilize/maximize the space in the Main building's renovation. She's happy to report that we've been open for

**DIRECTOR'S  
REPORT**

## **DRAFT - UNAPPROVED**

3 months and have only had 1 staff member test positive for COVID. We've expanded computer times, opened public bathrooms & access to the copiers. At this point our programming remains online (remote), but looking at some ways to offer outdoor programming, ie; Literacy has scheduled an outdoor booksale for September 25th & 26th (with a raindate of 10/2 & 10/3/20), as well as some outdoor beach activities. With the start of school we'll be better able to judge how to move forward in bringing people together safely, social distancing inside the building with some possible indoor programming as well. I have been in touch with the Superintendent to inform the district on our situation with regard to limits to the building and WiFi Usage. Modifications have been made to our WiFi to offer strong signals to anyone who wishes to sit in their car to gain access to it as well as adding more hotspots to our loaning program assisting more families having internet access issues either home or away. We've had a representative from the Census Bureau at the library to encourage people to fill out the survey by the end of September deadline as our area hasn't had a high percentage of completion. Lindsay Davis has coordinated with SCLS to have "the Sled" (a large technology RV) brought to the library this Friday to encourage and assist with census completion in under represented areas. We're hoping for a second visit to take place somewhere in Mastic Beach or another location with good visibility to assist people in filing. In closing, the Library is a little busier each day and we're sure it will pick-up even more with the start of school.

The Assistant Director is very excited to see all the building plans coming together. Department Heads have been working hard to make sure that their intentions and strategic plans are reflected in the floor plans. I'd like to bring attention to all of the great online programming the library has been offering and will continue to offer. The Literacy Department has switched completely to online classes over the summer with you tube instructional classes and are now prepared to offer Go-To-Meeting platform. Teachers and students have had a greater success with this and numbers are up! I'm really proud of the way they've been able to engage from in person to online learning, it's hard enough to use the technology without trying to learn a new language. All of these programs have been a great way to get out into the community and engage with people in a variety of way. We've had a weekly e-newsletter enabling the community to see what's happening as far as events, public relations and day-to-day information.

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

The Business Manager said that this past month has basically been a repeat of July and that our audits are continuing and ongoing. We're working with the bank on our annual renewal for our letter of credit for our septic field at the back of the main library (which needs to be addressed each year). I've been attending weekly design team and school district meetings with regard to the demolition of the Quonset huts prior to our taking title and possession of the property. Lastly, a tremendous amount of time is spent daily fielding various things related to the pandemic as it pertains to the library's operations as a whole.

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

## **DRAFT - UNAPPROVED**

Motion by Marks, second by Dubois to approve the following CS-150 with the Director's recommended personnel changes. Carried 4-0.

### **RECOMMENDED PERSONNEL CHANGES**

### **CONTINUING EDUCATION**

Motion by Gross, second by Dubois to approve the Board of Trustees, Director, Assistant Director, Department Heads and/or designed staff to 'virtually' attend the Internet Librarian Conference from September 21– September 25, 2020 at a cost not to exceed \$199.00 per attendee. Carried 4-0.

### **INTERNET LIBRARIAN 2020**

Motion by Gross, second by Dubois to move into Executive Session at 7:20 pm to discuss a contractual matter. Carried 4-0.

### **EXECUTIVE SESSION**

Motion by Gross, second by Dubois to leave Executive Session at 7:47pm. Carried 4-0

Motion by Gross, second by Dubois to adjourn the meeting at 7:47pm.

### **ADJOURNMENT**

Respectfully submitted by,

---

Cecile Prevete, Secretary

**MASTICS-MORICHES-SHIRLEY COMMUNITY  
LIBRARY**

***OPERATING FUNDS FINANCIAL REPORTS***

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

**AUGUST 2020**

**PREPARED & SUBMITTED BY:**

**CHRISTOPHER NOWAK  
BUSINESS MANAGER**

MMSCL  
Operating Funds Monthly Report  
August 2020

INSTITUTION	PURPOSE	BALANCE FORWARD	DEPOSITS	DISBURSEMENTS	INTEREST	ENDING BALANCE
Empire Nat'l Bank	MONEY MARKET	\$ 5,219,751.98	\$ 3,443.98	\$ 712,644.23	\$ 1,251.36	\$ 4,511,803.09
Empire Nat'l Bank	CREDIT CARD M.M.	\$ 404,729.47	\$ 209.68	\$ 171.66	\$ 102.83	\$ 404,870.32
Empire Nat'l Bank	OPERATING	\$ 438,497.79	\$ 308,490.86	\$ 230,698.49	\$ 90.87	\$ 516,381.03
Empire Nat'l Bank	PAYROLL	\$ 88,377.97	\$ 413,210.18	\$ 476,979.90	\$ -	\$ 24,608.25
						<u>\$ 5,457,662.69</u>

INSTITUTION	PURPOSE	MATURITY DATE	TERM	RATE	BALANCE
Capital One Bank	Denitrification System	9/1/2020	12 Months	0.05%	\$ 15,000.00
TOTAL INVESTMENTS:					<u>\$ 15,000.00</u>
TOTAL CASH & INVESTMENTS:					<u><u>\$ 5,472,662.69</u></u>

# MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

## Profit & Loss Budget Overview

July through August 2020

	TOTAL		
	Jul 20	Aug 20	Jul - Aug 20
Ordinary Income/Expense			
Income			
2082 · FINES AND FEES	93.33	50.88	144.21
2360 · CONTRACTS WITH OTHER LIBR.	255,521.37	0.00	255,521.37
2401 · INTEREST	1,566.72	1,922.80	3,489.52
2650 · SALES OF EXCESS MATERIAL	-27.00	5.00	-22.00
2771 · COPIER REVENUE - CONTRACT (R)	230.70	365.94	596.64
2772A · ADULT-ADULT PRINTER	150.00	51.00	201.00
2800 · PROGRAM RECEIPTS			
2805 · Program Receipts - Adult	-198.50	0.00	-198.50
2820 · Venue Resales	220.00	340.00	560.00
Total 2800 · PROGRAM RECEIPTS	21.50	340.00	361.50
2999 · Lost Books	7.95	0.00	7.95
Total Income	257,564.57	2,735.62	260,300.19
Gross Profit	257,564.57	2,735.62	260,300.19
Expense			
6000 · SALARIES AND WAGES			
6141 · PROFESSIONAL SALARIES			
6141A · PROFESSIONAL (ADULT)	38,251.44	38,674.63	76,926.07
6141C · PROFESSIONAL (C&P)	32,029.40	32,309.36	64,338.76
6141D · PROFESSIONAL (DIGITAL)	12,247.30	13,045.93	25,293.23
6141N · PROFESSIONAL (TEEN)	21,665.81	21,449.47	43,115.28
6141S · COMM SERV LIBR (SVC)	8,531.84	8,634.22	17,166.06
6141T · PROFESSIONAL (TECH)	9,376.19	9,315.87	18,692.06
Total 6141 · PROFESSIONAL SALARIES	122,101.98	123,429.48	245,531.46

	TOTAL		
	Jul 20	Aug 20	Jul - Aug 20
<b>6142 · CLERICAL SALARIES</b>			
6142A · CLERICAL (ADULT)	15,769.71	15,772.67	31,542.38
6142C · CLERICAL (C&P)	25,332.21	24,843.59	50,175.80
6142D · CLERICAL (DIGITAL)	5,919.02	5,980.97	11,899.99
6142G · CLERICAL (GEN)	9,000.22	9,077.36	18,077.58
6142L · CLERICAL (LIT)	13,945.32	14,819.18	28,764.50
6142N · CLERICAL (TEEN)	4,515.54	4,974.71	9,490.25
6142R · CLERICAL (CIRC)	16,129.47	16,287.57	32,417.04
6142S · CLERICAL (SVC)	0.00	0.00	0.00
6142T · CLERICAL (TECH)	7,952.03	8,198.64	16,150.67
6142X · CLERICAL (WIRES)	1,966.31	2,030.24	3,996.55
<b>Total 6142 · CLERICAL SALARIES</b>	<b>100,529.83</b>	<b>101,984.93</b>	<b>202,514.76</b>
<b>6143 · PAGE SALARIES</b>			
6143A · PAGE (ADULT)	13,926.25	14,408.19	28,334.44
6143C · PAGE (C&P)	13,005.46	13,160.97	26,166.43
6143L · PAGE (LIT)	598.00	789.30	1,387.30
6143N · PAGE (TEEN)	871.00	955.37	1,826.37
6143R · PAGE (CIRC)	1,846.00	1,839.50	3,685.50
6143T · PAGE (TECH)	312.00	195.00	507.00
<b>Total 6143 · PAGE SALARIES</b>	<b>30,558.71</b>	<b>31,348.33</b>	<b>61,907.04</b>
<b>6144 · CUSTODIAL</b>			
6144G · CUSTODIAL	16,305.02	15,988.49	32,293.51
<b>Total 6144 · CUSTODIAL</b>	<b>16,305.02</b>	<b>15,988.49</b>	<b>32,293.51</b>
<b>6145 · SECURITY</b>			
6145G · SECURITY	16,555.08	16,285.40	32,840.48
<b>Total 6145 · SECURITY</b>	<b>16,555.08</b>	<b>16,285.40</b>	<b>32,840.48</b>
<b>6146 · TECHNICIAN</b>			
6146W · TECHNICAL (WIRES)	7,820.86	7,878.03	15,698.89

	TOTAL		
	Jul 20	Aug 20	Jul - Aug 20
Total 6146 · TECHNICIAN	7,820.86	7,878.03	15,698.89
6147 · ADMINISTRATIVE			
Total 6147 · ADMINISTRATIVE	30,298.19	22,875.62	53,173.81
Total 6000 · SALARIES AND WAGES	324,169.67	319,790.28	643,959.95
6200 · EMPLOYEE BENEFITS			
9030 · SOCIAL SECURITY	24,007.48	23,672.46	47,679.94
9040 · WORKERS' COMPENSATION	6,480.00	0.00	6,480.00
9050 · UNEMPLOYMENT INSURANCE	4,527.43	0.00	4,527.43
9055 · DISABILITY INSURANCE	1,417.08	1,452.69	2,869.77
9060 · MEDICAL INSURANCE	58,938.46	68,579.87	127,518.33
Total 6200 · EMPLOYEE BENEFITS	95,370.45	93,705.02	189,075.47
6410A · BOOKS (ADULT)	6,523.75	3,345.12	9,868.87
6410C · BOOKS (C&P)	1,118.07	853.71	1,971.78
6410N · BOOKS (TEEN)	79.48	684.90	764.38
6411A · MICRO/REF CD (ADULT)	1,375.20	580.51	1,955.71
6411C · MICRO/REF CD (C&P)	532.16	2,529.41	3,061.57
6411N · MICRO/REF CD (TEEN)	133.03	116.10	249.13
6412A · RECORDINGS (ADULT)	144.42	661.41	805.83
6412C · RECORDINGS (C&P)	0.00	313.45	313.45
6413A · PERIODICALS (ADULT)	0.00	1,533.15	1,533.15
6413C · PERIODICALS (C&P)	1,954.74	0.00	1,954.74
6417A · VIDEOS (ADULT)	604.11	1,317.72	1,921.83
6417C · VIDEOS (C&P)	139.98	935.78	1,075.76
6417N · VIDEOS (TEEN)	39.99	1,067.08	1,107.07
6419G · SOFTWARE (GEN)	7,000.11	5,436.49	12,436.60
6419T · SOFTWARE (TECH)	0.00	1,512.00	1,512.00
6430G · OFFICE AND LIBRARY SUPPLIES	2,275.75	5,023.08	7,298.83
6431D · TELECOMMUNICATIONS	3,637.54	3,638.23	7,275.77

	TOTAL		
	Jul 20	Aug 20	Jul - Aug 20
6432G · CARTAGE	285.00	285.00	570.00
6433G · POSTAGE	532.10	2,572.90	3,105.00
6434G · PRINTING (GEN)	0.00	4,449.00	4,449.00
6435A · CED, CONF & TRAVEL (ADULT)	0.00	354.91	354.91
6435C · CED, CONF & TRAVEL (C&P)	0.00	354.91	354.91
6435D · CED, CONF & TRAVEL (ADM)	0.00	394.91	394.91
6435Dig · CED, CONF & TRAVEL (DIGITAL)	199.00	0.00	199.00
6435G · CED, CONF & TRAVEL (GEN)	75.00	354.91	429.91
6435L · CED, CONF & TRAVEL (LIT)	0.00	354.91	354.91
6435N · CED, CONF & TRAVEL (TEEN)	0.00	354.91	354.91
6435R · CED, CONF & TRAVEL (CIRC)	194.17	354.91	549.08
6435S · CED, CONF & TRAV (COMM SRV)	0.00	354.91	354.91
6435T · CED, CONF & TRAVEL (TECH)	0.00	354.91	354.91
6435W · CED, CONF & TRAVEL (WIRES)	0.00	354.91	354.91
6437A · PROGRAMS (ADULT)	3,200.66	4,158.11	7,358.77
6437C · PROGRAMS (C&P)	1,137.04	2,925.18	4,062.22
6437D · PROGRAMS (DIGITAL)	1,399.33	947.07	2,346.40
6437L · PROGRAMS (LIT)	410.00	2,020.25	2,430.25
6437N · PROGRAMS (TEEN)	759.71	1,533.93	2,293.64
6437P · PROFESSIONAL FEES			
643760 · PLANTINGS	150.00	150.00	300.00
643765 · PROMOTION AND PUBLICITY	8,353.84	14,689.97	23,043.81
6437P02 · AUDITOR	0.00	700.00	700.00
6437P10 · ELECTION	684.79	0.00	684.79
6437P11 · FSA ADMINISTRATION	137.50	137.50	275.00
6437P12 · PAYROLL SERVICES	1,304.12	1,270.72	2,574.84
6437P17 · TRANSLATION SERVICES	6.50	6.50	13.00
6437P3 · APPRAISAL SERVICES	220.00	0.00	220.00

	TOTAL		
	Jul 20	Aug 20	Jul - Aug 20
6437P4 · ATTORNEY	11,159.16	2,701.66	13,860.82
6437P9 · EAP	7,650.00	0.00	7,650.00
Total 6437P · PROFESSIONAL FEES	29,665.91	19,656.35	49,322.26
6438 · DUES	150.00	0.00	150.00
6439G · EQUIPMENT R & M (GEN)	9,634.91	3,802.67	13,437.58
6439R · EQUIPMENT R & M (CIRC)	10,904.17	0.00	10,904.17
6439W · EQUIPMENT R & M (WIRES)	378.18	1,198.18	1,576.36
6450E · ELECTRICITY	16,608.24	16,284.15	32,892.39
6450F · FUEL/GAS	288.26	313.29	601.55
6450W · WATER	321.24	109.48	430.72
6451G · CUSTODIAL SUPPLIES	3,005.67	5,936.11	8,941.78
6452G · BLDG ALTERATION AND MAINT	4,135.68	5,091.69	9,227.37
6454 · INSURANCE	76,515.86	-10,218.25	66,297.61
6485G · Bank Fees	384.87	-223.71	161.16
7203 · EQUIPMENT - Capital Purchases			
7203C · EQUIPMENT C & P	0.00	115.82	115.82
7203D · EQUIPMENT ADMIN	0.00	2,299.50	2,299.50
7203G · EQUIPMENT BUS OFF	0.00	2,299.50	2,299.50
7203W · EQUIPMENT WIRE	190.70	23.78	214.48
Total 7203 · EQUIPMENT - Capital Purchases	190.70	4,738.60	4,929.30
Total Expense	605,474.15	512,212.54	1,117,686.69
Net Ordinary Income	-347,909.58	-509,476.92	-857,386.50
Other Income/Expense			
Other Expense			
7500 · BUILDING IMPROVEMENTS	158,327.57	161,708.00	320,035.57
Total Other Expense	158,327.57	161,708.00	320,035.57
Net Other Income	-158,327.57	-161,708.00	-320,035.57
Net Income	<u>-506,237.15</u>	<u>-671,184.92</u>	<u>-1,177,422.07</u>

**MASTICS-MORICHES-SHIRLEY COMMUNITY  
LIBRARY**

***CAPITAL FUND FINANCIAL REPORT***

**AUGUST 2020**

**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-20		\$ 4,761,512.89	\$ 1,209.89	\$ -	\$ 4,762,722.78
August-20		\$ 4,762,722.78	\$ 1,210.20	\$ -	\$ 4,763,932.98
September-20					
October-20					
November-20					
December-20					
January-21					
February-21					
March-21					
April-21					
May-21					
June-21					
				Grand Total :	\$ 4,763,932.98

\*\*\*\*\*

**SCHEDULE OF CLAIMS  
PRESENTED SEPTEMBER 28, 2020**

\*\*\*\*\*

PREPAY PAYABLES WARRANT #1		\$	38,605.20
PAYABLES WARRANT #2		\$	293,819.35
PAYROLL WARRANT W.E.	9/1/2020	\$	159,182.14
PAYROLL BENEFITS WARRANT		\$	10,282.16
PAYROLL WARRANT W.E.	9/18/2020	\$	154,084.54
PAYROLL BENEFITS WARRANT		\$	87,873.95

<b>Total</b>	<b>\$</b>	<b>743,847.34</b>
--------------	-----------	-------------------

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**  
**SEPTEMBER 28, 2020**  
**PREPAY WARRANT**

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	62120	08/25/2020	Optimum / Cablevision	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	082320-092220	08/24/2020		6431D · TELECOMMUNICATIONS	-138.43
TOTAL						-138.43
	Bill Pmt -Check	62121	08/25/2020	Xerox Financial Services	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	2232245	08/12/2020		6439G · EQUIPMENT R & M (GEN)	-2,493.00
TOTAL						-2,493.00
	Bill Pmt -Check	62122	08/25/2020	PSEG -- NeighborhoodRdMasticBeach	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	071620--081920	08/19/2020		6450E · ELECTRICITY	-581.94
TOTAL						-581.94
	Bill Pmt -Check	62123	08/25/2020	Amazon.com	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	081020	08/10/2020		6410A · BOOKS (ADULT)	-434.21
					6410C · BOOKS (C&P)	-116.14
					6412A · RECORDINGS (ADULT)	-27.16
					6417A · VIDEOS (ADULT)	-73.50
					6417C · VIDEOS (C&P)	-343.88
					6417N · VIDEOS (TEEN)	-1,067.08
					6437A · PROGRAMS (ADULT)	-19.77
					6437C · PROGRAMS (C&P)	-139.10
					7203C · EQUIPMENT C & P	-115.82
					7203W · EQUIPMENT WIRE	-23.78
TOTAL						-2,360.44

**Mastics Moriches Shirley Community Library**  
**SEPTEMBER 28, 2020**  
**PREPAY WARRANT**

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	62124	08/26/2020	Home Depot Credit Services	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	082020	08/20/2020		6451G · CUSTODIAL SUPPLIES	-82.90
TOTAL						-82.90
	Bill Pmt -Check	62125	08/31/2020	T-Mobile	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	08232020	08/23/2020		6437D · PROGRAMS (DIGITAL)	-947.07
TOTAL						-947.07
	Bill Pmt -Check	62126	09/03/2020	National Grid	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	07/30--08/28/20	08/27/2020		6450F · FUEL/GAS	-255.77
TOTAL						-255.77
	Bill Pmt -Check	62127	09/04/2020	Suffolk County Dept. of Health - WstWater	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	20TMP-000592	09/04/2020		6437P8 · DENITE SYSTEMS ANALYSIS	-1,375.00
TOTAL						-1,375.00
	Bill Pmt -Check	62128	09/08/2020	Crown Castle Fiber LLC	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	666245	09/01/2020		6431D · TELECOMMUNICATIONS	-2,495.00
TOTAL						-2,495.00
	Bill Pmt -Check	62129	09/10/2020	New York State Unemployment Insurance	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	070120 2Q20-BR	07/01/2020		9050 · UNEMPLOYMENT INSURANCE	-4,527.43
TOTAL						-4,527.43

**Mastics Moriches Shirley Community Library**  
**SEPTEMBER 28, 2020**  
**PREPAY WARRANT**

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	62130	09/10/2020	Quadient Finance USA, Inc. -- pstg refill	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	08/06/2020 refill	08/31/2020		6433G · POSTAGE	-500.00
TOTAL						-500.00
	Bill Pmt -Check	62131	09/14/2020	PSEG	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	08/06-09/04/20	09/04/2020		6450E · ELECTRICITY	-13,900.22
TOTAL						-13,900.22
	Bill Pmt -Check	62132	09/14/2020	Verizon	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	090620	09/06/2020		6431D · TELECOMMUNICATIONS	-128.98
TOTAL						-128.98
	Bill Pmt -Check	62133	09/17/2020	American Express	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	091320	09/13/2020		6419G · SOFTWARE (GEN)	-712.44
					6430G · OFFICE AND LIBRARY SUPPLIES	-465.70
					6431D · TELECOMMUNICATIONS	-19.96
					6433G · POSTAGE	-23.21
					6435A · CED, CONF & TRAVEL (ADULT)	-173.68
					6435D · CED, CONF & TRAVEL (ADM)	-297.45
					6435C · CED, CONF & TRAVEL (C&P)	-148.73
					6435Dig · CED, CONF & TRAVEL (DIGITAL)	-347.36
					6435N · CED, CONF & TRAVEL (TEEN)	-148.73
					643765 · PROMOTION AND PUBLICITY	-194.64
					6437N · PROGRAMS (TEEN)	-16.21
					6438 · DUES	-174.68
TOTAL						-2,722.79

**Mastics Moriches Shirley Community Library**  
**SEPTEMBER 28, 2020**  
**PREPAY WARRANT**

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	62134	09/22/2020	AT&T	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	091020	09/10/2020		6431D · TELECOMMUNICATIONS	-46.15
TOTAL						-46.15
	Bill Pmt -Check	62135	09/22/2020	Optimum / Cablevision	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	0916--10152020	09/03/2020		6431D · TELECOMMUNICATIONS	-790.93
TOTAL						-790.93
	Bill Pmt -Check	62136	09/22/2020	Suffolk County Dept. of Health - WstWater	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	20TMP-000348	09/21/2020		6437P8 · DENITE SYSTEMS ANALYSIS	-2,750.00
TOTAL						-2,750.00
	Bill Pmt -Check	62137	09/22/2020	Verizon	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	091320	09/13/2020		6431D · TELECOMMUNICATIONS	-18.53
TOTAL						-18.53
	Bill Pmt -Check	62138	09/23/2020	Postmaster MasticBeach	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	NL102020	09/23/2020		6433G · POSTAGE	-2,065.15
TOTAL						-2,065.15

**Mastics Moriches Shirley Community Library**  
**SEPTEMBER 28, 2020**  
**PREPAY WARRANT**

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	62139	09/24/2020	PSEG -- NeighborhoodRdMasticBeach	L0225 · EMPIRE NAT'L - OPERATING	
Bill	081920--091720	09/17/2020		6450E · ELECTRICITY	-425.47
TOTAL					-425.47
				TOTAL	-38,605.20

I hereby certify that at a meeting on September 28, 2020  
the above vouchers were approved and authorized.

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

# Mastics Moriches Shirley Community Library

## SEPTEMBER 28, 2020

### WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	62140	09/28/2020	ABOS - Assoc Bookmobile & Outreach Svcs	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	02127 Reg 2020 Conf	09/14/2020		6435S · CED, CONF & TRAV (COMM SRV)	-79.00
TOTAL						-79.00
	Bill Pmt -Check	62141	09/28/2020	Advanced Plant Care, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	26049	09/01/2020		643760 · PLANTINGS	-150.00
TOTAL						-150.00
	Bill Pmt -Check	62142	09/28/2020	Air Delights, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	57685	08/14/2020		6452G · BLDG ALTERATION AND MAINT	-225.69
TOTAL						-225.69
	Bill Pmt -Check	62143	09/28/2020	Archisand Professional Sandsculptors, Inc	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	082820	08/28/2020		6437A · PROGRAMS (ADULT)	-150.00
TOTAL						-150.00
	Bill Pmt -Check	62144	09/28/2020	Baker & Taylor	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	5016316097	08/05/2020		6410A · BOOKS (ADULT)	-671.24
	Bill	5016334842	08/14/2020		6410A · BOOKS (ADULT)	-856.06
	Bill	5016313866	08/24/2020		6410A · BOOKS (ADULT)	-97.27
	Bill	5016336525	08/24/2020		6410N · BOOKS (TEEN)	-89.51
	Bill	5016336559	08/24/2020		6410A · BOOKS (ADULT)	-248.99
	Bill	5016344574	08/24/2020		6410N · BOOKS (TEEN)	-29.17
	Bill	5016313878	08/25/2020		6410N · BOOKS (TEEN)	-34.92
	Bill	5016345835	08/25/2020		6410N · BOOKS (TEEN)	-531.30
	Bill	5016342488	08/26/2020		6410A · BOOKS (ADULT)	-629.03

# Mastics Moriches Shirley Community Library

SEPTEMBER 28, 2020

## WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill	5016377335	09/08/2020		6410N · BOOKS (TEEN)	-423.64
Bill	5016371872	09/09/2020		6410A · BOOKS (ADULT)	-262.73
Bill	5016386283	09/09/2020		6410N · BOOKS (TEEN)	-123.56
Bill	5016368507	09/14/2020		6410A · BOOKS (ADULT)	-736.76
TOTAL					<u>-4,734.18</u>
<b>Bill Pmt -Check</b>	<b>62145</b>	<b>09/28/2020</b>	<b>Barrett Bonacci &amp; VanWeele, PC</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	72004	09/14/2020		7500 · BUILDING IMPROVEMENTS	-1,475.00
TOTAL					<u>-1,475.00</u>
<b>Bill Pmt -Check</b>	<b>62146</b>	<b>09/28/2020</b>	<b>Bug Free Exterminating Co., Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	2372052-OC	08/22/2020		6452G · BLDG ALTERATION AND MAINT	-350.00
TOTAL					<u>-350.00</u>
<b>Bill Pmt -Check</b>	<b>62147</b>	<b>09/28/2020</b>	<b>Calderon, Juan</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	091520 elecinsp	09/15/2020		6437P10 · ELECTION	-162.50
TOTAL					<u>-162.50</u>
<b>Bill Pmt -Check</b>	<b>62148</b>	<b>09/28/2020</b>	<b>Center Point Large Print</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	1786526	09/01/2020		6410A · BOOKS (ADULT)	-408.32
TOTAL					<u>-408.32</u>
<b>Bill Pmt -Check</b>	<b>62149</b>	<b>09/28/2020</b>	<b>Colson, Doris J.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	082520	08/25/2020		6437L · PROGRAMS (LIT)	-85.50
TOTAL					<u>-85.50</u>

# Mastics Moriches Shirley Community Library

## SEPTEMBER 28, 2020

### WARRANT

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>62150</b>	<b>09/28/2020</b>	<b>Cornell Cooperative Ext of Suffolk County</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	082620	08/26/2020		6437A · PROGRAMS (ADULT)	-200.00
Bill	090820	09/08/2020		6437A · PROGRAMS (ADULT)	-200.00
TOTAL					<u>-400.00</u>
<b>Bill Pmt -Check</b>	<b>62151</b>	<b>09/28/2020</b>	<b>Cradle of Aviation Museum</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	renew 2020-2021	08/31/2020		6437A · PROGRAMS (ADULT)	-250.00
				6437C · PROGRAMS (C&P)	-250.00
				6437N · PROGRAMS (TEEN)	-250.00
TOTAL					<u>-750.00</u>
<b>Bill Pmt -Check</b>	<b>62152</b>	<b>09/28/2020</b>	<b>Cueva, Daniel S.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	081320	08/13/2020		6437L · PROGRAMS (LIT)	-45.00
TOTAL					<u>-45.00</u>
<b>Bill Pmt -Check</b>	<b>62153</b>	<b>09/28/2020</b>	<b>Currao-McAleavey, Carmella</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	081720	08/17/2020		6437N · PROGRAMS (TEEN)	-100.00
Bill	082420	08/24/2020		6437N · PROGRAMS (TEEN)	-100.00
Bill	083120	08/31/2020		6437N · PROGRAMS (TEEN)	-100.00
Bill	091020	09/10/2020		6437N · PROGRAMS (TEEN)	-100.00
Bill	091720	09/17/2020		6437N · PROGRAMS (TEEN)	-100.00
TOTAL					<u>-500.00</u>
<b>Bill Pmt -Check</b>	<b>62154</b>	<b>09/28/2020</b>	<b>Daily News</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	07/07--09/01/20	09/15/2020		6413A · PERIODICALS (ADULT)	-49.50
TOTAL					<u>-49.50</u>

# Mastics Moriches Shirley Community Library

## SEPTEMBER 28, 2020

### WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	62155	09/28/2020	Demco	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	6835283	08/28/2020		6430G · OFFICE AND LIBRARY SUPPLIES	-59.90
TOTAL						-59.90
	Bill Pmt -Check	62156	09/28/2020	Donahue, Michael	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	091520 elecinsp	09/15/2020		6437P10 · ELECTION	-162.50
TOTAL						-162.50
	Bill Pmt -Check	62157	09/28/2020	Donayre Ahumada, Claudia Katherine	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	090420	09/09/2020		6437L · PROGRAMS (LIT)	-20.00
TOTAL						-20.00
	Check	62158	09/28/2020	Donna's House Productions, LLC	L0225 · EMPIRE NAT'L - OPERATING	
					L0601 · ACCOUNTS PAYABLE -AUDITOR	-350.00
TOTAL						-350.00
	Bill Pmt -Check	62159	09/28/2020	East End Screen Printing & Embroidery	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	34807	08/07/2020		6437C · PROGRAMS (C&P)	-840.00
TOTAL						-840.00
	Bill Pmt -Check	62160	09/28/2020	East End Sign Design	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	21427	09/16/2020		643765 · PROMOTION AND PUBLICITY	-280.00
	Bill	18846 InvDt12/09/19	09/17/2020		643765 · PROMOTION AND PUBLICITY	-280.00
	Bill	20481 InvDt 06/12/20	09/17/2020		643765 · PROMOTION AND PUBLICITY	-280.00
TOTAL						-840.00

# Mastics Moriches Shirley Community Library

SEPTEMBER 28, 2020

## WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	62161	09/28/2020	EBSCO A	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	2003379	06/13/2020		6413A · PERIODICALS (ADULT)	-226.97
TOTAL						-226.97
	Bill Pmt -Check	62162	09/28/2020	EBSCO C	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	9219786	07/01/2020		6413C · PERIODICALS (C&P)	-1,954.74
TOTAL						-1,954.74
	Bill Pmt -Check	62163	09/28/2020	ECM Consulting and Marketing	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	1040	09/01/2020		643765 · PROMOTION AND PUBLICITY	-3,000.00
TOTAL						-3,000.00
	Bill Pmt -Check	62164	09/28/2020	Enviroscience Consultants, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	30488	09/10/2020		7500 · BUILDING IMPROVEMENTS	-3,930.00
TOTAL						-3,930.00
	Bill Pmt -Check	62165	09/28/2020	EnvisionWare Inc.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	INV-US-48478 mainten	07/06/2020		6439G · EQUIPMENT R & M (GEN)	-5,267.73
	Bill	INV-US-49132 renewal	08/01/2020		6419T · SOFTWARE (TECH)	-1,512.00
TOTAL						-6,779.73
	Bill Pmt -Check	62166	09/28/2020	Findaway	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	327344	08/27/2020		6412C · RECORDINGS (C&P)	-313.45
TOTAL						-313.45

# Mastics Moriches Shirley Community Library

## SEPTEMBER 28, 2020

### WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	62167	09/28/2020	Fiore, Christopher	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	082520	08/25/2020		6437A · PROGRAMS (ADULT)	-200.00
TOTAL						-200.00
	Bill Pmt -Check	62168	09/28/2020	Gaetano's Pizza Inc. -- Nino's Pizza	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	091520	09/15/2020		6437P10 · ELECTION	-64.60
TOTAL						-64.60
	Bill Pmt -Check	62169	09/28/2020	Green, Zandra	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	091520 elecinsp	09/15/2020		6437P10 · ELECTION	-169.00
TOTAL						-169.00
	Bill Pmt -Check	62170	09/28/2020	H2M architects + engineers	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	197684	09/14/2020		7500 · BUILDING IMPROVEMENTS	-24,197.26
	Bill	197685	09/14/2020		7500 · BUILDING IMPROVEMENTS	-28,134.91
	Bill	197686	09/14/2020		7500 · BUILDING IMPROVEMENTS	-39,366.80
	Bill	197687	09/14/2020		7500 · BUILDING IMPROVEMENTS	-1,460.00
	Bill	197688	09/14/2020		7500 · BUILDING IMPROVEMENTS	-1,685.00
TOTAL						-94,843.97
	Bill Pmt -Check	62171	09/28/2020	Harbes Barnyard Adventure, LLC	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	217	08/02/2020		6437A · PROGRAMS (ADULT)	-363.34
					6437C · PROGRAMS (C&P)	-363.33
					6437N · PROGRAMS (TEEN)	-363.33
TOTAL						-1,090.00

# Mastics Moriches Shirley Community Library

SEPTEMBER 28, 2020

## WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	62172	09/28/2020	Ingram Library Services	L0225 · EMPIRE NAT'L - OPERATING	
Bill	67205508	07/14/2020		6410C · BOOKS (C&P)	-6.44
Bill	67206394	07/16/2020		6410C · BOOKS (C&P)	-6.44
Bill	67212864	08/06/2020		6410C · BOOKS (C&P)	-13.80
Bill	61757182	08/07/2020		6410C · BOOKS (C&P)	-11.49
Bill	61757512	08/09/2020		6410C · BOOKS (C&P)	-12.59
Bill	61757513	08/09/2020		6410C · BOOKS (C&P)	-11.93
Bill	61758035	08/11/2020		6410C · BOOKS (C&P)	-11.93
Bill	61758036	08/11/2020		6410C · BOOKS (C&P)	-6.53
Bill	61758037	08/11/2020		6410C · BOOKS (C&P)	-10.27
Bill	61758532	08/12/2020		6410C · BOOKS (C&P)	-5.78
Bill	61758565	08/12/2020		6410C · BOOKS (C&P)	-36.18
Bill	61759447	08/13/2020		6410C · BOOKS (C&P)	-20.78
Bill	61763025	08/19/2020		6410C · BOOKS (C&P)	-16.28
Bill	61764031	08/20/2020		6410C · BOOKS (C&P)	-56.35
Bill	67219298	08/24/2020		6410C · BOOKS (C&P)	-23.73
Bill	61765608	08/25/2020		6410C · BOOKS (C&P)	-136.72
Bill	61767735	08/28/2020		6410C · BOOKS (C&P)	-11.49
Bill	61767736	08/28/2020		6410C · BOOKS (C&P)	-44.21
Bill	61767946	08/31/2020		6410C · BOOKS (C&P)	-57.56
Bill	67222484	09/01/2020		6410C · BOOKS (C&P)	-49.80
Bill	61769160	09/02/2020		6410C · BOOKS (C&P)	-11.86
Bill	61769161	09/02/2020		6410C · BOOKS (C&P)	-12.04
Bill	67223286	09/02/2020		6410C · BOOKS (C&P)	-8.93
Bill	61769522	09/03/2020		6410C · BOOKS (C&P)	-17.79
Bill	67223588	09/03/2020		6410C · BOOKS (C&P)	-8.31
Bill	67223608	09/03/2020		6410C · BOOKS (C&P)	-24.00
Bill	61770247	09/04/2020		6410C · BOOKS (C&P)	-17.42
Bill	61770248	09/04/2020		6410C · BOOKS (C&P)	-27.24
Bill	61770678	09/08/2020		6410C · BOOKS (C&P)	-29.87

# Mastics Moriches Shirley Community Library

SEPTEMBER 28, 2020

## WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill	61770679	09/08/2020		6410C · BOOKS (C&P)	-5.93
Bill	61770680	09/08/2020		6410C · BOOKS (C&P)	-10.84
Bill	67224854	09/08/2020		6410C · BOOKS (C&P)	-21.88
Bill	61771697	09/09/2020		6410C · BOOKS (C&P)	-21.70
Bill	61771698	09/09/2020		6410C · BOOKS (C&P)	-5.93
Bill	61771699	09/09/2020		6410C · BOOKS (C&P)	-83.18
Bill	61772400	09/10/2020		6410C · BOOKS (C&P)	-8.09
Bill	61772848	09/10/2020		6410C · BOOKS (C&P)	-10.94
Bill	61772849	09/10/2020		6410C · BOOKS (C&P)	-32.80
Bill	67226474	09/11/2020		6410C · BOOKS (C&P)	-5.93
Bill	67226976	09/14/2020		6410C · BOOKS (C&P)	-22.80
TOTAL					-937.78
<b>Bill Pmt -Check</b>	<b>62173</b>	<b>09/28/2020</b>	<b>Island Elevator Inc</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	39117	09/01/2020		6452G · BLDG ALTERATION AND MAINT	-411.00
TOTAL					-411.00
<b>Bill Pmt -Check</b>	<b>62174</b>	<b>09/28/2020</b>	<b>Joseph A. Schiano, CPA, P.C.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	2020-121	08/21/2020		6437P02 · AUDITOR	-700.00
TOTAL					-700.00
<b>Bill Pmt -Check</b>	<b>62175</b>	<b>09/28/2020</b>	<b>Kanopy Inc</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	211983-PPU	08/31/2020		6417A · VIDEOS (ADULT)	-220.00
				6417C · VIDEOS (C&P)	-90.00
TOTAL					-310.00
<b>Bill Pmt -Check</b>	<b>62176</b>	<b>09/28/2020</b>	<b>King Kullen</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	

# Mastics Moriches Shirley Community Library

SEPTEMBER 28, 2020

## WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill	202260641681	09/02/2020		6451G · CUSTODIAL SUPPLIES	-36.98
TOTAL						-36.98
	Bill Pmt -Check	62177	09/28/2020	Lamb & Barnosky, LLP	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	132244	08/31/2020		6437P4 · ATTORNEY	-2,041.66
	Bill	132245	08/31/2020		6437P4 · ATTORNEY	-660.00
TOTAL						-2,701.66
	Bill Pmt -Check	62178	09/28/2020	Language Line Services Inc	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	4847925	06/30/2020		6437P17 · TRANSLATION SERVICES	-11.00
	Bill	4864795	07/31/2020		6437P17 · TRANSLATION SERVICES	-6.50
	Bill	4880073	08/31/2020		6437P17 · TRANSLATION SERVICES	-6.50
TOTAL						-24.00
	Bill Pmt -Check	62179	09/28/2020	Levinson, Martin H.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	081920	08/19/2020		6437A · PROGRAMS (ADULT)	-150.00
TOTAL						-150.00
	Bill Pmt -Check	62180	09/28/2020	Louis K. McLean Assoc Engrs &Surveyors PC	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	26435	09/09/2020		7500 · BUILDING IMPROVEMENTS	-2,412.80
TOTAL						-2,412.80
	Bill Pmt -Check	62181	09/28/2020	Mark Grossman Public Relations	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	0720-MMS	08/25/2020		643765 · PROMOTION AND PUBLICITY	-4,000.00
	Bill	0820-MMS	08/25/2020		643765 · PROMOTION AND PUBLICITY	-4,000.00
TOTAL						-8,000.00

# Mastics Moriches Shirley Community Library

SEPTEMBER 28, 2020

## WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	62182	09/28/2020	McLeod, Barbara	L0225 · EMPIRE NAT'L - OPERATING	
Bill	082720	08/27/2020		6437C · PROGRAMS (C&P)	-40.00
TOTAL					-40.00
Bill Pmt -Check	62183	09/28/2020	Midwest Tape	L0225 · EMPIRE NAT'L - OPERATING	
Bill	99164845	07/22/2020		6412A · RECORDINGS (ADULT)	-11.24
Bill	99244840	08/11/2020		6412A · RECORDINGS (ADULT)	-23.23
Bill	99261047	08/17/2020		6417A · VIDEOS (ADULT)	-145.83
Bill	99261048	08/17/2020		6412A · RECORDINGS (ADULT)	-82.96
Bill	99266180	08/17/2020		6417A · VIDEOS (ADULT)	-29.14
Bill	99270980	08/18/2020		6412A · RECORDINGS (ADULT)	-10.79
Bill	99292687	08/24/2020		6417A · VIDEOS (ADULT)	-295.37
Bill	99292688	08/24/2020		6412A · RECORDINGS (ADULT)	-77.96
Bill	99297890	08/24/2020		6417A · VIDEOS (ADULT)	-32.04
Bill	99297891	08/24/2020		6417C · VIDEOS (C&P)	-113.76
Bill	99297892	08/24/2020		6417C · VIDEOS (C&P)	-75.78
Bill	99303251	08/25/2020		6412A · RECORDINGS (ADULT)	-9.99
Bill	99316803	08/28/2020		6412A · RECORDINGS (ADULT)	-165.92
Bill	99316805	08/28/2020		6417A · VIDEOS (ADULT)	-103.86
Bill	99328753 hoopla	08/31/2020		6411A · MICRO/REF CD (ADULT)	-580.51
				6411N · MICRO/REF CD (TEEN)	-116.10
				6411C · MICRO/REF CD (C&P)	-464.41
Bill	99359251	09/09/2020		6412A · RECORDINGS (ADULT)	-20.53
Bill	99367572	09/10/2020		6412A · RECORDINGS (ADULT)	-38.98
Bill	99367574	09/10/2020		6417A · VIDEOS (ADULT)	-165.03

# Mastics Moriches Shirley Community Library

## SEPTEMBER 28, 2020

### WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill	99367575	09/10/2020		6417A · VIDEOS (ADULT)	-78.37
	Bill	99368068	09/14/2020		6412A · RECORDINGS (ADULT)	-23.98
	Bill	99379520	09/14/2020		6417A · VIDEOS (ADULT)	-76.96
	Bill	99379521	09/14/2020		6417C · VIDEOS (C&P)	-47.82
TOTAL						<u>-2,790.56</u>
	<b>Bill Pmt -Check</b>	<b>62184</b>	<b>09/28/2020</b>	<b>Migoya-Schlie, Catherine Victoria</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
	Bill	091120	09/11/2020		6437L · PROGRAMS (LIT)	-362.50
TOTAL						<u>-362.50</u>
	<b>Bill Pmt -Check</b>	<b>62185</b>	<b>09/28/2020</b>	<b>Moreno, Viodelda S. Galvez</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
	Bill	081120	08/11/2020		6437L · PROGRAMS (LIT)	-37.50
TOTAL						<u>-37.50</u>
	<b>Bill Pmt -Check</b>	<b>62186</b>	<b>09/28/2020</b>	<b>Narvaez, Priscilla</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
	Bill	081120	08/11/2020		6437L · PROGRAMS (LIT)	-42.75
TOTAL						<u>-42.75</u>
	<b>Bill Pmt -Check</b>	<b>62187</b>	<b>09/28/2020</b>	<b>New Era Technology (prev DJJ Tech)</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
	Bill	54943-LI	09/02/2020		6439W · EQUIPMENT R & M (WIRES)	-378.18
TOTAL						<u>-378.18</u>
	<b>Bill Pmt -Check</b>	<b>62188</b>	<b>09/28/2020</b>	<b>Newsday (delivery)</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
	Bill	8/30/20-09/2/21 rrw	08/11/2020		6413A · PERIODICALS (ADULT)	-1,533.15
TOTAL						<u>-1,533.15</u>

# Mastics Moriches Shirley Community Library

SEPTEMBER 28, 2020

## WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	62189	09/28/2020	Niche Academy LLC	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	4515 08/24/20 rnwal	09/18/2020		6419G · SOFTWARE (GEN)	-1,920.00
TOTAL						-1,920.00
	Bill Pmt -Check	62190	09/28/2020	Noah's Ark Animal Workshop Inc.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	1288	09/03/2020		6437C · PROGRAMS (C&P)	-574.50
TOTAL						-574.50
	Bill Pmt -Check	62191	09/28/2020	Nourish By Nature, Inc	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	082520	08/25/2020		6437A · PROGRAMS (ADULT)	-200.00
TOTAL						-200.00
	Bill Pmt -Check	62192	09/28/2020	NYLA	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	REG-0124113 NYLAConf	09/02/2020		6435N · CED, CONF & TRAVEL (TEEN)	-149.00
TOTAL						-149.00
	Check	62193	09/28/2020	O'Connell, Linda	L0225 · EMPIRE NAT'L - OPERATING	
					L0601 · ACCOUNTS PAYABLE -AUDITOR	-709.00
TOTAL						-709.00
	Bill Pmt -Check	62194	09/28/2020	O'Connell, Linda	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	082020	08/20/2020		6437A · PROGRAMS (ADULT)	-175.00
	Bill	090320	09/03/2020		6437A · PROGRAMS (ADULT)	-175.00
TOTAL						-350.00

# Mastics Moriches Shirley Community Library

SEPTEMBER 28, 2020

## WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	62195	09/28/2020	Oriental Trading Company, Inc	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	705100885-01	09/16/2020		6437N · PROGRAMS (TEEN)	-48.20
TOTAL						-48.20
	Bill Pmt -Check	62196	09/28/2020	Patchogue Advance, The	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	4151	07/30/2020		643765 · PROMOTION AND PUBLICITY	-731.92
TOTAL						-731.92
	Bill Pmt -Check	62197	09/28/2020	Paychex	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	Strmnt 22368905	09/16/2020		6437P12 · PAYROLL SERVICES	-107.70
TOTAL						-107.70
	Bill Pmt -Check	62198	09/28/2020	Paychex, Inc (Hauppauge)	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	579675	09/02/2020		6437P12 · PAYROLL SERVICES	-615.58
	Bill	579711	09/03/2020		6437P12 · PAYROLL SERVICES	-14.60
	Bill	580463	09/16/2020		6437P12 · PAYROLL SERVICES	-606.27
TOTAL						-1,236.45
	Bill Pmt -Check	62199	09/28/2020	Perri, Amy	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	083120	08/31/2020		6437A · PROGRAMS (ADULT)	-225.00
	Bill	091420	09/14/2020		6437A · PROGRAMS (ADULT)	-75.00
TOTAL						-300.00

# Mastics Moriches Shirley Community Library

**SEPTEMBER 28, 2020**

## WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	<b>Bill Pmt -Check</b>	<b>62200</b>	<b>09/28/2020</b>	<b>Piper-Gebhard, Randi</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
	Bill	083120	08/31/2020		6437L · PROGRAMS (LIT)	-165.00
TOTAL						-165.00
	<b>Bill Pmt -Check</b>	<b>62201</b>	<b>09/28/2020</b>	<b>Posillico, Michele</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
	Bill	090920	09/09/2020		6437A · PROGRAMS (ADULT)	-300.00
TOTAL						-300.00
	<b>Bill Pmt -Check</b>	<b>62202</b>	<b>09/28/2020</b>	<b>Quill</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
	Bill	9715588	08/19/2020		6430G · OFFICE AND LIBRARY SUPPLIES	-27.99
	Bill	10236663	09/08/2020		6430G · OFFICE AND LIBRARY SUPPLIES	-216.50
	Bill	10236710	09/08/2020		6430G · OFFICE AND LIBRARY SUPPLIES	-64.95
	Bill	10237122	09/08/2020		6430G · OFFICE AND LIBRARY SUPPLIES	-43.30
	Bill	10238811	09/08/2020		6430G · OFFICE AND LIBRARY SUPPLIES	-78.32
	Bill	10457323	09/15/2020		6430G · OFFICE AND LIBRARY SUPPLIES	-44.30
	Bill	10453950	09/15/2020		6430G · OFFICE AND LIBRARY SUPPLIES	-88.60
TOTAL						-563.96
	<b>Bill Pmt -Check</b>	<b>62203</b>	<b>09/28/2020</b>	<b>Ratner, Mary</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
	Bill	091620	09/16/2020		6430G · OFFICE AND LIBRARY SUPPLIES	-18.00
TOTAL						-18.00
	<b>Bill Pmt -Check</b>	<b>62204</b>	<b>09/28/2020</b>	<b>Recorded Books</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
	Bill	76681523	07/23/2020		6410A · BOOKS (ADULT)	-226.60
	Bill	76690622	08/13/2020		6412A · RECORDINGS (ADULT)	-263.40
	Bill	76698947	08/26/2020		6417A · VIDEOS (ADULT)	-41.60

# Mastics Moriches Shirley Community Library

SEPTEMBER 28, 2020

## WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill	76699839	09/01/2020		6412A · RECORDINGS (ADULT)	-99.00
	Bill	76702011	09/09/2020		6412A · RECORDINGS (ADULT)	-144.40
TOTAL						-775.00
	<b>Bill Pmt -Check</b>	<b>62205</b>	<b>09/28/2020</b>	<b>Reynolds, Caronia, Gianelli &amp; La Pinta PC</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
	Bill	02100	09/09/2020		6437P4 · ATTORNEY	-2,176.25
TOTAL						-2,176.25
	<b>Bill Pmt -Check</b>	<b>62206</b>	<b>09/28/2020</b>	<b>Roeder, Kathy</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
	Bill	082820a	08/28/2020		6437C · PROGRAMS (C&P)	-400.00
	Bill	082820b	08/28/2020		6437C · PROGRAMS (C&P)	-400.00
TOTAL						-800.00
	<b>Bill Pmt -Check</b>	<b>62207</b>	<b>09/28/2020</b>	<b>Sandpebble Preconstruction Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
	Bill	PostRef ProjReq 05	09/09/2020		7500 · BUILDING IMPROVEMENTS	-25,027.69
					7500 · BUILDING IMPROVEMENTS	-47,130.99
					7500 · BUILDING IMPROVEMENTS	-2,991.60
					7500 · BUILDING IMPROVEMENTS	-1,273.50
TOTAL						-76,423.78
	<b>Bill Pmt -Check</b>	<b>62208</b>	<b>09/28/2020</b>	<b>Schips, Diane</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
	Bill	091520	09/15/2020		6437A · PROGRAMS (ADULT)	-150.00
TOTAL						-150.00

# Mastics Moriches Shirley Community Library

SEPTEMBER 28, 2020

## WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	<b>Bill Pmt -Check</b>	<b>62209</b>	<b>09/28/2020</b>	<b>Schnupp, Jeanne</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
	Bill	082020	08/20/2020		6437A · PROGRAMS (ADULT)	-100.00
	Bill	090220	09/02/2020		6437A · PROGRAMS (ADULT)	-100.00
TOTAL						<u>-200.00</u>
	<b>Bill Pmt -Check</b>	<b>62210</b>	<b>09/28/2020</b>	<b>Scholastic Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
	Bill	23549047	08/17/2020		6410C · BOOKS (C&P)	-111.24
TOTAL						<u>-111.24</u>
	<b>Bill Pmt -Check</b>	<b>62211</b>	<b>09/28/2020</b>	<b>Scott, Robert</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
	Bill	082420	08/24/2020		6437A · PROGRAMS (ADULT)	-325.00
	Bill	090920	09/09/2020		6437A · PROGRAMS (ADULT)	-325.00
TOTAL						<u>-650.00</u>
	<b>Bill Pmt -Check</b>	<b>62212</b>	<b>09/28/2020</b>	<b>Shattes, Krista</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
	Bill	082720	08/27/2020		6437A · PROGRAMS (ADULT)	-200.00
	Bill	091720	09/17/2020		6437A · PROGRAMS (ADULT)	-300.00
TOTAL						<u>-500.00</u>
	<b>Bill Pmt -Check</b>	<b>62213</b>	<b>09/28/2020</b>	<b>South Shore Press, Inc.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
	Bill	L12456	02/19/2020		643765 · PROMOTION AND PUBLICITY	-1,460.50
	Bill	L12457	02/19/2020		643765 · PROMOTION AND PUBLICITY	-1,519.90
	Bill	73968	08/24/2020		643765 · PROMOTION AND PUBLICITY	-3,375.00
TOTAL						<u>-6,355.40</u>

# Mastics Moriches Shirley Community Library

## SEPTEMBER 28, 2020

### WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	<b>Bill Pmt -Check</b>	<b>62214</b>	<b>09/28/2020</b>	<b>Sparling, Nicole S.</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
	Bill	082620	08/26/2020		6437C · PROGRAMS (C&P)	-75.00
TOTAL						-75.00
	<b>Bill Pmt -Check</b>	<b>62215</b>	<b>09/28/2020</b>	<b>Staples Advantage</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
	Bill	8059086977	07/24/2020		6430G · OFFICE AND LIBRARY SUPPLIES	-72.84
	Bill	8059317714	08/14/2020		6451G · CUSTODIAL SUPPLIES	-1,749.49
	Bill	8059317717	08/14/2020		6430G · OFFICE AND LIBRARY SUPPLIES	-1.47
					6430G · OFFICE AND LIBRARY SUPPLIES	-1.47
					6451G · CUSTODIAL SUPPLIES	-9.44
					6451G · CUSTODIAL SUPPLIES	-43.43
					6451G · CUSTODIAL SUPPLIES	-11.35
	Bill	8059464328	08/28/2020		6430G · OFFICE AND LIBRARY SUPPLIES	-271.04
	Bill	8059464331	08/28/2020		6430G · OFFICE AND LIBRARY SUPPLIES	-105.26
	Bill	8059556084	09/04/2020		6451G · CUSTODIAL SUPPLIES	-170.85
					6430G · OFFICE AND LIBRARY SUPPLIES	-45.59
	Bill	8059620369	09/11/2020		6430G · OFFICE AND LIBRARY SUPPLIES	-15.58
					6451G · CUSTODIAL SUPPLIES	-75.81
TOTAL						-2,573.62
	<b>Bill Pmt -Check</b>	<b>62216</b>	<b>09/28/2020</b>	<b>Strunk-Albert Engineering</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
	Bill	9744 InvOrig 5/20/20	07/01/2020		7500 · BUILDING IMPROVEMENTS	-3,525.00
	Bill	9745 InvOrig 5/20/20	07/01/2020		7500 · BUILDING IMPROVEMENTS	-3,525.00
	Bill	9868	08/18/2020		7500 · BUILDING IMPROVEMENTS	-4,700.00
	Bill	9869	08/18/2020		7500 · BUILDING IMPROVEMENTS	-4,700.00
TOTAL						-16,450.00

# Mastics Moriches Shirley Community Library

SEPTEMBER 28, 2020

## WARRANT

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>62217</b>	<b>09/28/2020</b>	<b>Suffolk Cooperative Library System</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	83861 E-Resrc20-21	09/16/2020		6411A · MICRO/REF CD (ADULT)	-5,400.00
				6411C · MICRO/REF CD (C&P)	-5,400.00
				6411N · MICRO/REF CD (TEEN)	-5,400.00
TOTAL					<u>-16,200.00</u>
<b>Bill Pmt -Check</b>	<b>62218</b>	<b>09/28/2020</b>	<b>Suffolk County Vanderbilt Museum</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	membr 2020-2021	08/31/2020		6437A · PROGRAMS (ADULT)	-200.00
				6437C · PROGRAMS (C&P)	-200.00
				6437N · PROGRAMS (TEEN)	-200.00
TOTAL					<u>-600.00</u>
<b>Bill Pmt -Check</b>	<b>62219</b>	<b>09/28/2020</b>	<b>Tank Me Later, LLC</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	877 InvOrgDt 6/26/20	07/01/2020		6452G · BLDG ALTERATION AND MAINT	-225.00
Bill	1023	08/20/2020		6452G · BLDG ALTERATION AND MAINT	-225.00
Bill	1057	09/03/2020		6452G · BLDG ALTERATION AND MAINT	-225.00
Bill	1099	09/18/2020		6452G · BLDG ALTERATION AND MAINT	-225.00
TOTAL					<u>-900.00</u>
<b>Bill Pmt -Check</b>	<b>62220</b>	<b>09/28/2020</b>	<b>Tend Coffee</b>	<b>L0225 · EMPIRE NAT'L - OPERATING</b>	
Bill	3892 staffmntng	09/14/2020		6435D · CED, CONF & TRAVEL (ADM)	-75.00
TOTAL					<u>-75.00</u>

# Mastics Moriches Shirley Community Library

## SEPTEMBER 28, 2020

### WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	62221	09/28/2020	Thermal Solutions, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	101860	09/09/2020		6452G · BLDG ALTERATION AND MAINT	-2,203.20
	Bill	C43423 Qtr3	09/15/2020		6452G · BLDG ALTERATION AND MAINT	-2,301.25
TOTAL						-4,504.45
	Bill Pmt -Check	62222	09/28/2020	TJ's Hero Shop	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	091520	09/15/2020		6437P10 · ELECTION	-52.34
TOTAL						-52.34
	Bill Pmt -Check	62223	09/28/2020	Tjondro, Lina	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	091520 elecinsp	09/15/2020		6437P10 · ELECTION	-162.50
TOTAL						-162.50
	Bill Pmt -Check	62224	09/28/2020	Townline Security Systems	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	2132	09/21/2020		6452G · BLDG ALTERATION AND MAINT	-119.97
TOTAL						-119.97
	Bill Pmt -Check	62225	09/28/2020	True Nature Landscaping - NghbrhdRd MB	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	16436	08/31/2020		6452G · BLDG ALTERATION AND MAINT	-470.00
	Bill	16458	09/08/2020		6452G · BLDG ALTERATION AND MAINT	-350.00
TOTAL						-820.00
	Bill Pmt -Check	62226	09/28/2020	True Nature Landscaping Inc.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	16444	09/01/2020		6452G · BLDG ALTERATION AND MAINT	-580.00
TOTAL						-580.00

# Mastics Moriches Shirley Community Library

SEPTEMBER 28, 2020

## WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	62227	09/28/2020	UPS - NYS OGS	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	000004486A380	09/19/2020		6433G · POSTAGE	-11.91
TOTAL						-11.91
	Bill Pmt -Check	62228	09/28/2020	W. B. Mason Co., Inc.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	213030148	08/20/2020		6430G · OFFICE AND LIBRARY SUPPLIES	-21.46
	Bill	213246890	08/27/2020		6430G · OFFICE AND LIBRARY SUPPLIES	-3.05
	Bill	213842044	09/17/2020		6430G · OFFICE AND LIBRARY SUPPLIES	-203.35
TOTAL						-227.86
	Bill Pmt -Check	62229	09/28/2020	Waldner's Business Environments, Inc.	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	412149	08/21/2020		7203G · EQUIPMENT BUS OFF	-2,299.50
					7203D · EQUIPMENT ADMIN	-2,299.50
TOTAL						-4,599.00
	Bill Pmt -Check	62230	09/28/2020	Wall Street Journal	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	08/17/20-21 renew1yr	09/15/2020		6413A · PERIODICALS (ADULT)	-539.88
TOTAL						-539.88
	Bill Pmt -Check	62231	09/28/2020	Westbury Window Cleaning & Maintenance	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	955.20	09/12/2020		6452G · BLDG ALTERATION AND MAINT	-320.00
TOTAL						-320.00

**Mastics Moriches Shirley Community Library**

**SEPTEMBER 28, 2020**

**WARRANT**

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	62232	09/28/2020	Winters Bros. Hauling of LI, LLC	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	001696436	08/31/2020		6432G · CARTAGE	-285.00
TOTAL						-285.00
	Bill Pmt -Check	62233	09/28/2020	Xerox Corporation (PA)	L0225 · EMPIRE NAT'L - OPERATING	
	Bill	230262241	07/01/2020		6439G · EQUIPMENT R & M (GEN)	-1,309.67
	Bill	230270717	08/01/2020		6439G · EQUIPMENT R & M (GEN)	-1,309.67
	Bill	230280839	09/01/2020		6439G · EQUIPMENT R & M (GEN)	-1,309.67
TOTAL						-3,929.01

**TOTAL -293,819.35**

**I hereby certify that at a meeting on September 28, 2020  
the above vouchers were approved and authorized.**

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

**Mastics Moriches Shirley Community Library**

**September 1, 2020**

**Payroll Benefits Warrant**

	<b>Type</b>	<b>Num</b>	<b>Date</b>	<b>Name</b>	<b>Account</b>	<b>Paid Amount</b>
	<b>Bill Pmt -Check</b>	<b>6547</b>	<b>09/04/2020</b>	<b>1094 The NYS Deferred Compensation Plan</b>	<b>L0226 · EMPIRE NAT'L - PAYROLL</b>	
	Bill	09042020	09/04/2020		L0173 · 457B NYS DEFERRED COMP	\$ (2,231.19)
TOTAL						<u>\$ (2,231.19)</u>
	<b>Bill Pmt -Check</b>	<b>6548</b>	<b>09/04/2020</b>	<b>1095 Met Life</b>	<b>L0226 · EMPIRE NAT'L - PAYROLL</b>	
	Bill	09042020	09/04/2020		L0171 · 403B MET LIFE	\$ (2,593.00)
TOTAL						<u>\$ (2,593.00)</u>
	<b>Bill Pmt -Check</b>	<b>6549</b>	<b>09/04/2020</b>	<b>1096 Prudential</b>	<b>L0226 · EMPIRE NAT'L - PAYROLL</b>	
	Bill	09042020	09/04/2020		L0172 · 403B PRUDENTIAL	\$ (100.00)
TOTAL						<u>\$ (100.00)</u>
	<b>Bill Pmt -Check</b>	<b>6550-6562</b>	<b>09/04/2020</b>	<b>Medicare Reimbursement Payments</b>	<b>L0226 · EMPIRE NAT'L - PAYROLL</b>	
					9060 · MEDICAL INSURANCE	\$ (3,006.45)
TOTAL						<u>\$ (3,006.45)</u>
	<b>Bill Pmt -Check</b>	<b>6563</b>	<b>09/04/2020</b>	<b>CSEA Employee Benefit Fund</b>	<b>L0226 · EMPIRE NAT'L - PAYROLL</b>	
	Bill	09042020	09/04/2020		L0510 · CSEA POST TAX DENTAL	\$ (110.14)
					L0520 · CSEA POST TAX VISION	\$ (4.71)
TOTAL						<u>\$ (114.85)</u>
	<b>Bill Pmt -Check</b>	<b>6564</b>	<b>09/04/2020</b>	<b>CSEA, Inc.</b>	<b>L0226 · EMPIRE NAT'L - PAYROLL</b>	
	Bill	09042020	09/04/2020		L0500 · CSEA UNION DUES	\$ (2,236.67)
TOTAL						<u>\$ (2,236.67)</u>
						\$ (10,282.16)

I hereby certify that at a meeting of the board or  
the above vouchers were approved and authori

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

**Mastics Moriches Shirley Community Library**  
**September 15, 2020**  
**Payroll Benefits Warrant**

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>EFT</b>	<b>09/18/2020</b>	<b>1099 NYS Employees' Retirement System</b>	<b>L0226 - EMPIRE NAT'L - PAYROLL</b>	
Bill	09182020	09/18/2020		L0163 · RC ERS CONTRIBUTIONS	\$ (1,941.96)
				L0161 · RL - ERS LOAN	\$ (2,184.00)
				L0160.1 · MA - ERS ARREARS (MANDAT	\$ (93.14)
TOTAL					<u>\$ (4,219.10)</u>
<b>Bill Pmt -Check</b>	<b>EFT</b>	<b>09/18/2020</b>	<b>1114 Hartford Insurance Company</b>	<b>L0226 - EMPIRE NAT'L - PAYROLL</b>	
Bill	415886180429	09/18/2020		L0196 · LONG TER	\$ (144.00)
				9055 · DISABILITY INSURANCE	\$ (1,440.74)
TOTAL					<u>\$ (1,584.74)</u>
<b>Bill Pmt -Check</b>	<b>6565</b>	<b>09/18/2020</b>	<b>1094 The NYS Deferred Compensation Plan</b>	<b>L0226 - EMPIRE NAT'L - PAYROLL</b>	
Bill	09182020	09/18/2020		L0173 · 457B NYS DEFERRED COMP	\$ (1,898.18)
TOTAL					<u>\$ (1,898.18)</u>
<b>Bill Pmt -Check</b>	<b>6566</b>	<b>09/18/2020</b>	<b>1095 Met Life</b>	<b>L0226 - EMPIRE NAT'L - PAYROLL</b>	
Bill	09182020	09/18/2020		L0171 · 403B MET LIFE	\$ (2,593.00)
TOTAL					<u>\$ (2,593.00)</u>
<b>Bill Pmt -Check</b>	<b>6567</b>	<b>09/18/2020</b>	<b>1096 Prudential</b>	<b>L0226 - EMPIRE NAT'L - PAYROLL</b>	
Bill	09182020	09/18/2020		L0172 · 403B PRUDENTIAL	\$ (100.00)
TOTAL					<u>\$ (100.00)</u>
<b>Bill Pmt -Check</b>	<b>6568</b>	<b>09/18/2020</b>	<b>1098 State Of NY Department of Civil Serv</b>	<b>L0226 - EMPIRE NAT'L - PAYROLL</b>	
Bill	556	09/18/2020		9060 · MEDICAL INSURANCE	\$ (71,907.90)
TOTAL					<u>\$ (71,907.90)</u>
<b>Bill Pmt -Check</b>	<b>6569</b>	<b>09/18/2020</b>	<b>1115 AFLAC</b>	<b>L0226 - EMPIRE NAT'L - PAYROLL</b>	
Bill	552299	09/18/2020		L0625 · AFLAC PRE-TAX	\$ (3,087.97)
				L0626 · AFLAC POST-TAX	\$ (182.04)
TOTAL					<u>\$ (3,270.01)</u>
<b>Bill Pmt -Check</b>	<b>6570</b>	<b>09/18/2020</b>	<b>CSEA Employee Benefit Fund</b>	<b>L0226 - EMPIRE NAT'L - PAYROLL</b>	
Bill	09182020	09/18/2020		L0510 · CSEA POST TAX DENTAL	\$ (110.14)
				L0520 · CSEA POST TAX VISION	\$ (4.71)
TOTAL					<u>\$ (114.85)</u>
<b>Bill Pmt -Check</b>	<b>6571</b>	<b>09/18/2020</b>	<b>CSEA, Inc.</b>	<b>L0226 - EMPIRE NAT'L - PAYROLL</b>	
Bill	09182020	09/18/2020		L0500 · CSEA UNION DUES	\$ (2,186.17)
TOTAL					<u>\$ (2,186.17)</u>
					<u>\$ (87,873.95)</u>

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

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

## RASD Board Report September 2020

Submitted by Kerrilynn Jorgensen

The month of September has been a tricky month to navigate as the world around us attempts to get back to some sense of normalcy. Schools are back in session, gyms are finally open, and the weather continued to be beautiful allowing for lots of outdoor social gatherings. The Adult Department began hosting outdoor programs with its first ever walking clubs. Our Wednesday evening walking club is held at Smith Point Beach, and our Thursday morning club walks at Wertheim National Wildlife Refuge. Both locations are rich in local history, so it is a true pleasure to be able to bring our patrons to these destinations. At each of these sessions, attendees have been vocal about how happy they are to do something socially with other people. They also have stated their hesitance about wanting to come back into the library for programming if that were to happen any time soon. In the meantime, we will continue to offer as much off-site and outdoor programming as the weather will allow us. Our department will be doing joint programs with the teen department, starting with hosting a Learn How to Go Crabbing workshop at Osprey Park.

Recently, we enabled the faxing capabilities on the copy machine and have encouraged patrons to use this as self-serve. Posters are on the wall in the Career and Business Area with explicit directions for patrons on how to use the copy and fax machines. However, most staff have jumped to step in if additional help is needed. The tables have been put out on the main floor and one chair is at each table. This will allow patrons who want to sit for an hour and perhaps read a newspaper or plug in their laptops the capability to do so. We will continue to monitor the usage of the floor and space in this new capacity.

Our Craft-to-Go kits are still extremely popular. Most of the contents of these kits were already in a storage closet in the basement that were going to be used for other in house programs before the pandemic hit. Because of these kits, none of the items purchased will go to waste, and patrons are having a blast working on these with their families at home! Below is an example of one of our latest completed kits.



### STATISTICS AT A GLANCE

<b>RASD WEEKLY REF &amp; INFO QUESTIONS</b>				
<b>WEEK</b>	<b>REF</b>	<b>INFO</b>	<b>WEEKLY TOTAL</b>	<b>CUMULATIVE TOTAL</b>
Aug 1 - 2, 2020	22	14	<b>36</b>	
Aug 3 - 9, 2020	160	225	<b>385</b>	
Aug 10 - 16, 2020	263	331	<b>594</b>	
Aug 17 - 23, 2020	241	225	<b>466</b>	
Aug 24 - 31, 2020	317	316	<b>633</b>	
<b>TOTAL - AUGUST 2020</b>	<b>1003</b>	<b>1111</b>	<b>2114</b>	<b>3340</b>

Additionally, there were 717 logins to the Adult Computer Area, compared to last year with 2,596 during the same month.



## August 2020

Sylvia Maurer

The month of August was a great month for the Children's and Parents' Services Department. Staff were excited to continue welcoming patrons and showing them all of the fun activities we had for them to take home.

Staff created new book and activity bundles for the month. Children were able to use designated supplies to create a light up LED art tile with our STEAM (Science, Technology, Engineering, Art and Mathematics) bundle. Families enjoyed the *Summer with Us* bundles that contained a summer fun item (pool noodle, Frisbee, foldscope, etc.) and activity suggestions for the families to do together.

Patrons that visited our department were able to sign up for a raffle each time that they came in. Every Monday, we pulled 6 to 7 winners and called them to come and collect their prizes. We had 31 winners throughout the summer. Prizes included a free book for each winner. Winners were very happy to receive their prizes.

As school was quick approaching with limited information available, staff began learning the new teaching platforms that families would be using for virtual learning. William Floyd School District is running a hybrid plan with students in building two days a week and remote for three days. Parents also have a full virtual option available if they choose. The elementary buildings are using Google Classroom for their virtual learning for students up to grade 5. Students in grades 6-12 are using Canvas. Staff began learning how to navigate these platforms so we would be prepared for questions as children and parents started to use them.

At the end of the month, we began offering outdoor in person programs. We started out with a Sandcastle program at Smith Point Beach. Patrons could build sandcastles with individual buckets, shovels and molds provided by the library. Spaces were created to keep socially distant while still being able to enjoy each other's company. Staff are eager to plan more outdoor program opportunities for patrons in the fall.





# COMMUNITY LIBRARY

## TEEN SERVICES DEPARTMENT

**September 2020**

**Submitted by Erika Irish**

### **Statistical Information August 2020**

**Computer Usage: 52**

**Reference Questions: 34**

**Information Questions: 135**

**Grab and Go Kits given out: 25**

---

The month of August brought a little more activity to the department. More teens have been coming in to use the computers, asking us for reader's advisory and information needed for their summer assignments. Some of our regular teens have been coming in to say hello, which is exciting.

Our programs are still not doing well. We keep offering them weekly but the teens just aren't coming. To potentially reach some more teens we will be offering some outdoor programs. We are going to start an outdoor Game On, Friday's in September. The program will be held at the future annex on Neighborhood Road. It has a nice outdoor space and it gives us the opportunity to make the teens aware that library services will be offered there when the building is complete. The Enrichment program however, is still doing very well, with special needs teens attending weekly.

I have had the Technical Services department run an inventory list on all of the teen collections. The librarians have been going through them to make sure that what the catalog has as available is indeed available. Since it has been a slower than normal August this has afforded the librarians an opportunity and time to do this.

During the month of August I continued to participate in weekly conference call with the building team on the planning of the branches. It has been very exciting to see it all coming together. I also attended a virtual meeting about the Job Corps program. Job Corps is a voluntary program administered by the United States Department of Labor that offers free-of-charge education and vocational training to young men and women ages 16 to 24. It is an excellent option for low income students to get a vocational education, they have many different programs available.

September 2020

Lindsay Davis

The Literacy Department has been busy preparing for the new school year! The back-to-school season, albeit different this year, is exciting and full of potential. The virtual class schedule has been set, the textbooks have been ordered, and the teachers have been preparing their lessons. The students have applied, completed their placement exam and have been placed in classes, and learned how to use GoToMeeting. English as a New Language and Citizenship classes started this week and are off to a robust start! Our Family Literacy program continues to be active on social media, with story times, crafts, family game ideas, and more. Recently, we added a Facebook Live component for an interactive circle time experience.



The Community Family Literacy Project donated school supplies to help support students in our community. A delivery of backpacks, composition notebooks, pencils, crayons, glue, and more went to Colonial Youth and Family Services for distribution. Another donation is in the works with our "Needle Arts" students; these students are making lap blankets for seniors in our community, so they picked up their yarn to begin working on their projects at home. Speaking of donations, the Community Family Literacy Project received an amazing donation! This year's 5K Run for Literacy, our biggest fundraiser, was cancelled due to Covid-19. Empire National Bank, our premiere sponsor, graciously allowed us to keep their donation which will be put to good use for literacy in our community.



The Literacy Department offered a virtual nutrition program in Spanish, thanks to our partnership with Cornell Cooperative Extension. We are excited to work in conjunction with the other public service departments to share the services of a bilingual social work intern. Also, we published our first few Kahoot trivia games such as "Tricky English Words" highlighting homophones and homonyms like *to*, *two*, and *too* or *wear* and *where*. The next Kahoot trivia topic was "Flags of the Literacy Program" which celebrated the diversity of our program. The Literacy program serves patrons from all around the world! Last year, patrons joined us from 40 countries, speaking 23 languages, committed to their goals of learning English and participating positively in our community.



With the deadline for the 2020 Census approaching quickly on September 30<sup>th</sup>, it is important to make sure our community is counted accurately for our fair share of federal money, services, and representation. The Suffolk Cooperative Library System's mobile service unit, known as the S.L.E.D which stands for **S**uffolk **L**ibraries **E**mpowering **D**iscovery, is on the road again! MMSCL was one of its first stops and spent the day in our parking lot on August 28<sup>th</sup>. Representatives from the United States Census Bureau were on hand to help patrons complete their census. Every patron that stopped by to fill out their census brought our community that much closer to a successful count.



South Shore Press  
9/2/20

### Empire National Bank Supports Our Community

The Community Family Literacy Project, Inc. extends a heartfelt thanks to Empire National Bank, and Mr. Bill Guiducci, Senior Vice President and Branch Manager of the Shirley location. Each year, Empire National Bank is the premiere sponsor for the 5K Run for Literacy held at Smith Point County Park in September. Although this year's race was cancelled due to Covid-19, Empire National Bank generously donated their sponsorship to our organization. The funds will be reinvested into our community to support our mission.

The Community Family Literacy Project, Inc. is a 501c3 organization that works in conjunction with the Mastics-Moriches-Shirley Community Library's Literacy department to provide educational opportunities through our English as a New Language (ENL), Family Literacy, and Citizenship programs. Our mission is to strengthen the literacy skills of our patrons and their families as well as encourage civic engagement. We believe that education empowers individuals, families, and communities!

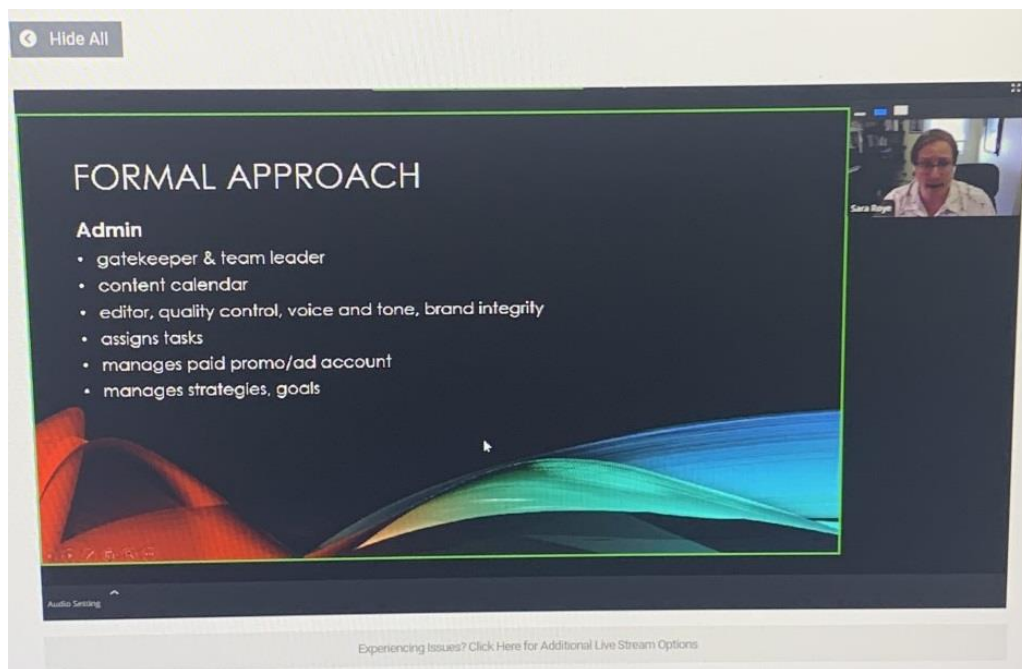
Pictured left to right: MMSCL Director Kerri Rosalia, community member Jim Davies, Trustee Nancy Marks, Empire National Bank's Bill Guiducci, CFLP Executive Director Lindsay Davis, Steering Committee members Michele DelMonte, Luz Gonzalez, Diana Davies.



September 2020

Compiled by: Stephen Burg

Over the past month The Digit services department has been facilitating all of the virtual services the library has been offering. We continue to post content on or social media pages which have become the main way our patrons now interact with us. 9/21-9/25 Sara and I attended the virtual CIL and Internet librarian conference. Sara Roye also was a presenter at the conference. Sara presented on Building Your Social Media Team. The topic was very informative and she did a great job presenting.



# Digital services August Stats

Facebook	
page views	1476
post reach	15940
Engagement	4169
Instagram	
reach	723
Impressions	2668
Followers	2675
YouTube	August
views	1393
Chat/Text Ref	
chat	
text/email	116
overdrive	
ebooks	3887
audio books	1494
flipster	
online views	272
Freegal	
downloads	430
streamed	2009
both:	2439
Hoopla	
new patrons	13
check outs	626
Kanopy	
downloads	202
HOOPLA + KANOPY:	828
Web page	
page views	1100

REPORT OF PERSONNEL CHANGES							<b>DATE PREPARED:</b>
SUFFOLK COUNTY DEPARTMENT OF CIVIL SERVICE							<b>09/28/20</b>
<b>JURISDICTION: MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY</b>							<b>Page 1 of 6</b>
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
SC	Amato, Robin		Library Clerk	\$13.13/HR	Up to 17.5 Hours	09/02/20	
SC	Ayala, Vincent		Library Clerk	\$13.72/HR	Up to 17.5 Hours	09/02/20	
SC	Bogin, Michael		Librarian I	\$53.32/HR	Up to 17.5 Hours	09/02/20	
SC	Benitez, Cesy Noemy		Page	\$13.00/HR	Up to 17.5 Hours	09/02/20	
SC	Bertos, Kathleen		Account Clerk	\$18.55/HR	Up to 17.5 Hours	09/02/20	
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?					The above changes are hereby certified as being in accordance with Civil Service requirements.		
<input type="checkbox"/> <b>APPROVED</b>		<input type="checkbox"/> <b>DISAPPROVED</b>					
<input type="checkbox"/> <b>APPROVED AS NOTED</b>				Signature of Appointing Authority			

REPORT OF PERSONNEL CHANGES SUFFOLK COUNTY DEPARTMENT OF CIVIL SERVICE						DATE PREPARED: 09/28/20	
JURISDICTION: MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY							Page 2 of 6
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
SC	Del Rio, Donika		Community Service Aide	\$15.38/HR	Up to 17.5 Hours	09/02/20	
SC	Diamond, Lawrence		Guard	\$20.17/HR	Up to 17.5 Hours	09/02/20	
SC	Dillon, Jeffrey		Guard	\$22.94/HR	Up to 17.5 Hours	09/02/20	
SC	Engelmann, Elizabeth		Library Clerk	\$13.72/HR	Up to 17.5 Hours	09/02/20	
SC	Fattizzo, Daria		Page	\$13.00/HR	Up to 17.5 Hours	09/02/20	
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?					The above changes are hereby certified as being in accordance with Civil Service requirements.		
<input type="checkbox"/> <b>APPROVED</b>		<input type="checkbox"/> <b>DISAPPROVED</b>					
<input type="checkbox"/> <b>APPROVED AS NOTED</b>				Signature of Appointing Authority			

REPORT OF PERSONNEL CHANGES SUFFOLK COUNTY DEPARTMENT OF CIVIL SERVICE						DATE PREPARED: 09/28/20	
JURISDICTION: MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY							Page 3 of 6
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
SC	Feraca, Alec		Custodial Worker I	\$13.00/HR	Up to 17.5 Hours	09/02/20	
SC	Gonzalez, Samantha		Page	\$13.00/HR	Up to 17.5 Hours	09/02/20	
SC	Hogan, Gary		Guard	\$22.94/HR	Up to 17.5 Hours	09/02/20	
SC	Kassner, Karen		Account Clerk	\$36.00/HR	Up to 17.5 Hours	09/02/20	
SC	Lefort, Carl		Guard	\$21.20/HR	Up to 17.5 Hours	09/02/20	
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?					The above changes are hereby certified as being in accordance with Civil Service requirements.		
<input type="checkbox"/> <b>APPROVED</b>		<input type="checkbox"/> <b>DISAPPROVED</b>					
<input type="checkbox"/> <b>APPROVED AS NOTED</b>				Signature of Appointing Authority			

REPORT OF PERSONNEL CHANGES							<b>DATE PREPARED:</b>
SUFFOLK COUNTY DEPARTMENT OF CIVIL SERVICE							<b>09/28/20</b>
<b>JURISDICTION: MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY</b>							<b>Page 4 of 6</b>
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
SC	Morrison, William		Page	\$13.00/HR	Up to 17.5 Hours	09/02/20	
SC	Prevete, David		Custodial Worker I	\$13.00/HR	Up to 17.5 Hours	09/02/20	
SC	Valerio Delgado, Elvis		Guard	\$19.77/HR	Up to 17.5 Hours	09/02/20	
SC	Wischhusen, William		Custodial Worker I	24.14/HR	Up to 17.5 Hours	09/02/20	
SC	Curaba, Donald		Guard	\$22.94/HR	Up to 17.5 Hours	09/02/20	
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?					The above changes are hereby certified as being in accordance with Civil Service requirements.		
<input type="checkbox"/> <b>APPROVED</b>		<input type="checkbox"/> <b>DISAPPROVED</b>					
<input type="checkbox"/> <b>APPROVED AS NOTED</b>				Signature of Appointing Authority			

REPORT OF PERSONNEL CHANGES							<b>DATE PREPARED:</b>
SUFFOLK COUNTY DEPARTMENT OF CIVIL SERVICE							<b>09/28/20</b>
<b>JURISDICTION: MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY</b>							<b>Page 5 of 6</b>
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
LA	Evans, Donna		Library Clerk	\$15.91/HR	Up to 17.5 Hours	09/01/20-10/13/20	
RE	Loeser, Gary		Guard	\$21.62/HR	Up to 17.5 Hours	09/02/20	
TRT	Diamant, Debbie		Library Assistant	\$ 45,206.93		09/01/20	
TRS	Guastella, Daniel		Page	\$13.00/HR	Up to 17.5 Hours	08/30/20	
RE	Cisco, Lance		Guard	\$20.17/HR	Up to 17.5 Hours	09/14/20	
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?					The above changes are hereby certified as being in accordance with Civil Service requirements.		
<input type="checkbox"/> <b>APPROVED</b>		<input type="checkbox"/> <b>DISAPPROVED</b>					
<input type="checkbox"/> <b>APPROVED AS NOTED</b>				Signature of Appointing Authority			

REPORT OF PERSONNEL CHANGES							DATE PREPARED:
SUFFOLK COUNTY DEPARTMENT OF CIVIL SERVICE							09/28/20
JURISDICTION: MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY							Page 6 of 6
NATURE OF CHANGE	NAME AND ADDRESS POSITION CONTROL #	SOCIAL SECURITY NUMBER	TITLE	SALARY	IF PT, INCL # OF HRS/WK & PROJECTED ANNUAL SALARY	EFFECTIVE DATE	DUTIES STATEMENT # OR NAME OF PREVIOUS INCUMBENT
TRS	Neuhaus, Michael		Library Clerk	\$13.46/HR	Up to 17.5 Hours	09/22/20	
RE	Shaw, Casey		Library Assistant	\$23.56/Hr	Up to 17.5 Hours	09/21/20	
LA	Garcia, Charlene		Library Clerk	\$15.91/HR	Up to 17.5 Hours	09/18/20-01/08/21	
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?					The above changes are hereby certified as being in accordance with Civil Service requirements.		
<input type="checkbox"/> APPROVED		<input type="checkbox"/> DISAPPROVED					
<input type="checkbox"/> APPROVED AS NOTED				Signature of Appointing Authority			

September 4, 2020  
Customer Resource Services Department  
Mastics-Moriches-Shirley Community Library

Board of Trustees  
Mastics-Moriches-Shirley Community Library  
Re: Request to discard Library Equipment

To the Board of Trustees:

We are requesting permission to discard a cash register, property # 0001952. It has been replaced with a digital cash register system.

Thank you for your consideration.

Yours,

Lorraine Squires  
Department Head, Customer Resource Service



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

---

September 25, 2020

Mr. Joseph Maiorana  
President, Board of Trustees  
Mastic Moriches Shirley Community Library  
407 William Floyd Parkway  
Shirley, New York 11967

Dear Joseph:

Due to the expiration of the term of **Marguerite Barone** on December 31, 2020, a vacancy will soon exist on the SCLS Board of Trustees. Ms. Barone has represented libraries from the **Town of Brookhaven** since 2015.

In compliance with the Bylaws of the Suffolk Cooperative Library System, a meeting will be held on **Wednesday, October 28, 2020 at 3:00 p.m.** at the **Sachem Public Library, 150 Holbrook Road, Holbrook, New York** to caucus and nominate a Trustee to serve on the System Board to fill a term which runs from January 6, 2021 through December 31, 2023.

NOTE: DUE TO COVID-19 THIS MEETING MAY BE HELD ONLINE BASED ON AN EXECUTIVE ORDER FROM THE GOVERNOR.

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

Section 1: System trustees shall reside in a library district in a town or one of the towns they represent.

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

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

Very truly yours,

A handwritten signature in black ink, appearing to read "Kevin Verbesey". The signature is fluid and cursive, with a long, sweeping underline.

Kevin Verbesey  
Director

cc: Library Director