

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

December 21, 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. SUFFOLK COUNTY LEASE / AMENDMENT OF MINUTES

X. EXECUTIVE SESSION

XI. ADJOURNMENT

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

January 11, 2021 @ 7:00PM

DRAFT - UNAPPROVED

**MASTICS-MORICHES-SHIRLEY
COMMUNITY LIBRARY**

MINUTES OF DECEMBER 7, 2020 BOARD MEETING

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

(In accordance with NYS Executive Order 202)

Trustee Maiorana called the meeting to order at 7:01 pm.

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

PRESENT

**CONTRACTS/
RENEWALS**

Motion by Dubois, second by Gross, to approve the agreement with Cassone Trailer & Container for the rental of a 10' x 50' office trailer to be set-up at the Mastic Beach branch for a period of 18 months at a cost of \$10,330. Carried 4-0.

**CASSONE TRAILER
& CONTAINER CO.**

Motion by Dubois, second by Marks, to approve the agreement with Eastern Environmental Solutions for required testing of existing sanitary systems at 366 Neighborhood Road at a cost of \$2,260. Carried 4-0.

**EASTERN
ENVIRONMENTAL
SOLUTIONS, INC.**

Motion by Gross, second by Dubois, to approve the agreement with Residential Fences for the removal and installation of both temporary and permanent fencing at the Moriches branch at a cost of \$64,797.50. Carried 4-0.

**RESIDENTIAL
FENCES, CORP.**

Motion by Gross, second by Dubois, to approve the advertising agreement with South Shore Press for the upcoming year at a cost of \$750.00 per week. Carried 4-0.

**SOUTH SHORE
PRESS**

Motion by Dubois, second by Gross, to approve the agreement with Heidrich Landscaping to provide snow removal services for the 2020/2021 season. The cost per visit will be \$1,000.00 to remove up to an 8-inch snowfall and apply a deicing agent to affected surfaces. Carried 4-0.

**HEIDRICH
LANDSCAPING**

Motion by Gross, second by Dubois, to approve the agreement with Strunk-Albert Engineering to provide mechanical, plumbing and electric design services at 366 Neighborhood Road at a cost of \$5,200. Carried 4-0.

**STRUNK-ALBERT
ENGINEERING**

RESOLUTION ESTABLISHING THE MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY AS THE LEAD AGENCY PURSUANT TO 6 NYCRR 617 AND SEQR COMPLIANCE FOR 369 NEIGHBORHOOD ROAD OUTDOOR SPACE PROGRAM MEETING OF December 07, 2020

**SEQRA
RESOLUTION**

WHEREAS, the Mastics-Moriches-Shirley Community Library has established an annex/branch library at 369 Neighborhood Road, Mastic Beach; and,

WHEREAS, the Library is desirous of conducting certain library functions and activities in an outdoor setting for the use by patrons of the Library, as well as the general public, and has acquired by lease a certain property at 366 Neighborhood Road across from the Library for this purpose from the County of Suffolk, which requires redevelopment into such a facility; and, WHEREAS, the proposed activity does meet the criteria of an Action under Section 617, and, as such, the requirements of Section 617 shall be compiled with; and, WHEREAS, a Lead Agency shall be established as required under Section 617.6, before the Type of Action and/or a Determination of Significance can be rendered; and,

WHEREAS, the Board of Trustees of the Mastics-Moriches-Shirley Community Library, is Counsel and its environmental consultant are of the opinion that the Library is the appropriate agency to act as Lead Agency in this matter as the Library Board possesses jurisdiction over all significant aspects of project development, including design, funding and redevelopment of this parcel into an outdoor activity space as an adjunct to the Library itself; and, WHEREAS, per 6 NYCRR 617, the Action meets the criteria established in 617.5 (c) (9), and Section 617.5 (c) (10) and thus is a Type II Action not subject to further review. NOW, THEREFORE BE IT RESOLVED that, the Mastics-Moriches-Shirley Community Library Board of Trustees declares itself as Lead Agency, affirms that the proposed action meets the criteria Established in Section 617.5 (c) (9), and Section 617.5 (c) (10) and thus is a Type II Action not subject to further review. Per Section 617.6 (a) (1) (i), The Lead Agency has no further responsibilities under this Part; it's SEQR Compliance for this Action having been fulfilled.

Motion Made By: Wendy Gross Seconded By: Michael Dubois

Vote: Aye 4 Nay 0

Signature of Responsible Officer: _____

Date: 12/07/2020

Motion by Gross, second by Dubois, to adopt the Retention and Disposition Schedule for New York Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local records listed therein. Carried 4-0.

**LOCAL
GOVERNMENT
SCHEDULE: LGS-1**

BE IT FURTHER RESOLVED, that in accordance with Article 57-A:
(a) only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Records (LGS-1), after they have met the minimum retention periods described therein;
(b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

Motion by Dubois, second by Gross, to move into Executive Session at 7:07pm. Carried 4-0.

**EXECUTIVE
SESSION**

Motion by Gross, second by Dubois to leave Executive Session at 8:52pm. Carried 4-0.

Motion by Dubois, second by Marks to amend the Board Meeting Calendar From 12/28/2020 - 12/21/2020. Carried 4-0.

Motion by Dubois, second by Gross, to adjourn the meeting at 8:54 pm. Carried 4-0.

ADJOURNMENT

Respectfully submitted by,

Cecile Prevete, Secretary

DRAFT - UNAPPROVED

**MASTICS-MORICHES-SHIRLEY
COMMUNITY LIBRARY**

MINUTES OF NOVEMBER 23, 2020 BOARD MEETING

*****MEETINGS HELD REMOTELY*****

(In accordance with NYS Executive Order 202)

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

Present were Trustees Maiorana, Dubois, Furnari, Director Rosalia, Business Manager Nowak and Secretary Prevete. Assistant Director D'Amato arrived at 7:01pm and Trustee Gross arrived at 7:32pm.

PRESENT

Motion by Dubois, second by Furnari, to accept the minutes of the October 26, 2020 meeting of the Board of Trustees. Carried 3-0.

MINUTES

Motion by Dubois, second by Furnari to accept the minutes of the November 9, 2020 meeting of the Board of Trustees. Carried 3-0.

Motion by Furnari, second by Dubois to approve the Operating Fund Schedule of Claims dated 11/23/2020; Prepay Payables Warrant #1 \$19,445.35; Payables Warrant #2 \$131,946.61; Payroll Warrant W. E. 10/27/2020 \$158,832.59; Payroll Benefits Warrant \$13,601.66; Payroll Warrant W.E. 11/10/2020 \$161,294.39; Payroll Benefits Warrant \$84,273.91. Carried 3-0.

**SCHEDULE
OF CLAIMS**

Motion by Dubois, second by Furnari to approve the Operating Financial Reports for October 2020. Carried 3-0.

**FINANCIAL
REPORTS**

Motion by Dubois, second by Furnari to approve the Capital Fund Financial Report for October 2020. Carried 3-0.

**DIRECTOR'S
REPORT**

The Director reported that the Main library's parking lot has been resurfaced and relined. We've obtained a preliminary timeline on the proposed outdoor program space and a conceptual site plan for 366 Neighborhood Rd. Last week I spent time with the Media Marketing Team filming informational videos about our building projects to be put up on social media and our webpage together with a building newsletter. These two efforts should bring the community up-to-date on the progress of the building projects. We're working on getting the staff trained on some of the efficiency & technology programs that we have in place so that we can optimize workflow when downsized to the 2 smaller branches. Most of the

DRAFT - UNAPPROVED

branch space will be community space, not much back office space. It's hard to measure how things might be impacted with COVID19 ramping up. As several libraries have had shutdowns, quarantining staff members and operating more complex environments, Directors have begun discussing what will happen with staff, inter-library loans, and sending patrons to other libraries for resources if we wind up identified as a microcluster zone. We've begun an analysis to look for trends to help forums, services, staffing, budgeting and programming that will enable us to operate efficiently during these times and when we open our branch locations.

The Assistant Director said that along with working on the communications part of the building project, we've been putting together the building newsletter with ECM Marketing that will give a broad overview & details of the whole project including pictures and some layouts. I've also been working on compiling the monthly newsletter with the departments to offer feature writings informing the community about programming that's been offered to offer families some sense of normalcy. Innovative ways we've offered social gatherings include: Teens offered A Haunted Trail which was held at our Neighborhood Rd. site outdoors, Children's offered over 400 families to participate in a pumpkin picking event and Adults hosted a pumpkin painting event in the parking lot. Staff is being creative and working hard to remain vital while offering safe social programming. Moving forward looking at the realities of moving into the branches and how it will impact the staff and daily operations. I've been working with Mr. Bogin to put together a grant database so that in the future when applying for grants to enable some Programming; homebound, Teen Art Show and eventual building needs. Lastly, it's that time of year when we once again begin gathering specifics to put together next year's vote.

ASS'T DIRETOR'S REPORT

The Business Manager reported that last weekend Empire National Bank Converted over to Flushing Bank. Learning some of their new systems are going smoothly so far. Many forms have needed to be signed and have executed a 3rd Party collateral agreement. Library State Aid is down approximately \$3,000 from last year. I've attended a sales webinar on a software package as we ready to move into the branches and eventually the closure of the main building for renovations. Many building related projects are ongoing. Working to decommission oil tanks at the branches in anticipation of demolition. There's been a lot of CSEA related work for the renewal of contracts. COVID continues to add to our work as staff is traveling for the holidays and need to quarantine upon return. We're looking at a new fire alarm system communications module that will have a one time installation fee and a monthly monitoring fee of \$40.00 for which we'll be seeing a savings.

BUSINESS MNGR'S REPORT

Motion by Furnari, second by Dubois, to approve the CS-150 report with the Director's recommended personnel changes. Carried 3-0.

RECOMMENDED PERSONNEL CHANGES

DRAFT - UNAPPROVED

CONTRACTS/ RENEWALS

Motion by Furnari, second by Dubois, to approve the agreement with East End Industrial Services to remove a total of three above ground oil tanks at 366 and 369 Neighborhood Road, Mastic Beach, NY at a cost of \$1,950.00 exclusive of any fees to dispose of contaminated oil. Carried 3-0.

**EAST END
INDUSTRIAL
SERVICES, LLC**

Motion by Dubois, second by Furnari, to approve the agreement with Townline Security Systems to replace our existing fire alarm communicator at a cost of \$1,275.00 and to enter into a one year central station monitoring agreement at \$39.99 per month. Carried 3-0.

**TOWNLINE
SECURITY
SYSTEMS**

Motion by Furnari, second by Dubois to table this request at this time. Carried 3-0.

**B&B
MAINTENANCE
SERVICES, INC.**

Motion by Furnari, second by Dubois to authorize the Director to work with H2M, Sandpebble and Strunk-Albert Engineering to develop a plan for the "Little Red Schoolhouse" with a budget of \$1.40 million dollars. Carried 3-0.

**H2M ARCHITECTS
& ENGINEERS,
SANDPEBBLE &
STRUNK-ALBERT
ENGINEERING**

Motion by Gross, second by Dubois, to authorize the Director to work with H2M, Sandpebble and Strunk-Albert Engineering to develop a plan for the outdoor space at 366 Neighborhood Road with a Budget of \$820,000. Carried 4-0.

Motion by Gross, second by Dubois, to approve the agreement with L. K. McLean Associates to provide additional staking services at the Moriches branch property at a cost of \$1,450. Carried 4-0.

**L. K. McLEAN
ASSOCIATES, P. C.**

Motion by Gross, second by Furnari, to approve the proposed SCLS 2021 annual budget, of which **\$91,129.00** will be paid for contracted Services by the Mastics-Moriches-Shirley Community Library. Carried 4-0.

**SUFFOLK
COOPERATIVE
LIBRARY
SYSTEM (SCLS)
2021 BALLOTS**

Motion by Gross, second by Dubois, to authorize the Director to cast the Mastics-Moriches-Shirley Community Library's member votes for board candidate Susan Tychnowicz. Carried 4-0.

DRAFT - UNAPPROVED

Motion by Furnari, second by Dubois to move into Executive Session at 7:30pm to discuss a contractual matter. Carried 4-0.

EXECUTIVE SESSION

Motion by Dubois, second by Furnari, to leave Executive Session at 8:16pm. Carried 4-0.

No Motions were made.

Motion by Dubois, second by Furnari to adjourn at 8:16pm.
Carried 4-0.

ADJOURNMENT

Respectfully submitted by,

Cecile Prevete, Secretary

**MASTICS-MORICHES-SHIRLEY COMMUNITY
LIBRARY**

OPERATING FUNDS FINANCIAL REPORTS

(PROFIT & LOSS OVERVIEW AND OPERATING ACCOUNTS)

NOVEMBER 2020

PREPARED & SUBMITTED BY:

**CHRISTOPHER NOWAK
BUSINESS MANAGER**

MMSCL
Operating Funds Monthly Report
November 2020

INSTITUTION	PURPOSE	BALANCE FORWARD	DEPOSITS	DISBURSEMENTS	INTEREST	ENDING BALANCE
Flushing Bank	MONEY MARKET	\$ 2,807,131.11	\$ 733.19	\$ 579,708.20	\$ 634.46	\$ 2,228,790.56 *
Flushing Bank	CREDIT CARD M.M.	\$ 405,599.32	\$ 393.40	\$ 182.06	\$ 99.78	\$ 405,910.44 *
Flushing Bank	OPERATING	\$ 402,939.87	\$ 152,704.85	\$ 325,009.31	\$ 44.76	\$ 230,680.17 *
Flushing Bank	PAYROLL	\$ 35,317.27	\$ 428,340.10	\$ 352,993.25	\$ -	\$ 110,664.12 *
						<u>\$ 2,976,045.29</u>

INSTITUTION	PURPOSE	MATURITY DATE	TERM	RATE	BALANCE
Flushing Bank	Denitrification System	Sept. 2021	12 Months	0.30%	\$ 14,350.00
TOTAL INVESTMENTS:					<u>\$ 14,350.00</u>
TOTAL CASH & INVESTMENTS:					<u><u>\$ 2,990,395.29</u></u>

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY
Profit & Loss Budget Overview
July through November 2020

							TOTAL		
	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Jul - Nov 20	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	9,578,000.00	-9,578,000.00	0.0%
2082 · FINES AND FEES	93.33	50.88	83.96	314.50	60.89	603.56	1,000.00	-396.44	60.36%
2360 · CONTRACTS WITH OTHER LIBR.	255,521.37	0.00	0.00	0.00	0.00	255,521.37	255,000.00	521.37	100.2%
2401 · INTEREST	1,566.72	1,922.80	1,187.53	1,002.98	360.37	6,040.40	35,000.00	-28,959.60	17.26%
2650 · SALES OF EXCESS MATERIAL	-27.00	5.00	16.00	16.00	16.00	26.00			
2670 · SALES OF BOOKS	0.00	0.00	452.39	0.00	175.44	627.83			
2690 · OTHER COMPENSATION	0.00	0.00	0.00	563.50	0.00	563.50			
2760 · SYSTEM & STATE AID	0.00	0.00	0.00	10,254.22	0.00	10,254.22	15,000.00	-4,745.78	68.36%
2770 · UNCLASSIFIED REVENUE	0.00	0.00	3.50	14.10	0.00	17.60			
2771 · COPIER REVENUE - CONTRACT (R)	230.70	365.94	756.10	915.65	643.75	2,912.14	15,000.00	-12,087.86	19.41%
2772 · READER-PRINTER REVENUE	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	-10,000.00	0.0%
2772A · ADULT-ADULT PRINTER	150.00	51.00	213.00	162.00	117.00	693.00			
2800 · PROGRAM RECEIPTS									
2805 · Program Receipts - Adult	-198.50	0.00	0.00	117.00	13.00	-68.50			
2820 · Venue Resales	220.00	340.00	280.00	40.00	200.00	1,080.00			
2800 · PROGRAM RECEIPTS - Other	0.00	0.00	0.00	0.00	0.00	0.00	15,000.00	-15,000.00	0.0%
Total 2800 · PROGRAM RECEIPTS	21.50	340.00	280.00	157.00	213.00	1,011.50	15,000.00	-13,988.50	6.74%
2999 · Lost Books	7.95	0.00	12.99	0.00	10.00	30.94			
Total Income	257,564.57	2,735.62	3,005.47	13,399.95	1,596.45	278,302.06	9,924,000.00	-9,645,697.94	2.8%
Gross Profit	257,564.57	2,735.62	3,005.47	13,399.95	1,596.45	278,302.06	9,924,000.00	-9,645,697.94	2.8%
Expense									
6000 · SALARIES AND WAGES									
6141 · PROFESSIONAL SALARIES									
6141A · PROFESSIONAL (ADULT)	38,251.44	38,674.63	38,541.29	58,751.84	39,752.34	213,971.54	581,361.00	-367,389.46	36.81%
6141C · PROFESSIONAL (C&P)	32,029.40	32,309.36	32,591.33	49,844.63	33,469.15	180,243.87	473,285.00	-293,041.13	38.08%
6141D · PROFESSIONAL (DIGITAL)	12,247.30	13,045.93	13,201.94	19,920.63	13,440.38	71,856.18	232,586.00	-160,729.82	30.89%
6141N · PROFESSIONAL (TEEN)	21,665.81	21,449.47	21,996.44	33,781.38	22,600.89	121,493.99	285,504.00	-164,010.01	42.55%
6141S · COMM SERV LIBR (SVC)	8,531.84	8,634.22	8,736.60	13,104.90	8,736.60	47,744.16	113,132.00	-65,387.84	42.2%

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY
Profit & Loss Budget Overview
July through November 2020

							TOTAL		
	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Jul - Nov 20	Budget	\$ Over Budget	% of Budget
6141T · PROFESSIONAL (TECH)	9,376.19	9,315.87	9,434.95	13,585.71	8,888.23	50,600.95	156,218.00	-105,617.05	32.39%
Total 6141 · PROFESSIONAL SALARIES	122,101.98	123,429.48	124,502.55	188,989.09	126,887.59	685,910.69	1,842,086.00	-1,156,175.31	37.24%
6142 · CLERICAL SALARIES									
6142A · CLERICAL (ADULT)	15,769.71	15,772.67	14,116.40	21,229.87	14,528.35	81,417.00	321,100.00	-239,683.00	25.36%
6142C · CLERICAL (C&P)	25,332.21	24,843.59	24,425.02	33,242.96	21,482.00	129,325.78	378,013.00	-248,687.22	34.21%
6142D · CLERICAL (DIGITAL)	5,919.02	5,980.97	6,045.80	9,123.97	6,363.45	33,433.21	54,387.00	-20,953.79	61.47%
6142G · CLERICAL (GEN)	9,000.22	9,077.36	9,303.99	13,760.14	9,224.44	50,366.15	118,695.00	-68,328.85	42.43%
6142L · CLERICAL (LIT)	13,945.32	14,819.18	13,993.95	23,004.03	15,456.87	81,219.35	193,945.00	-112,725.65	41.88%
6142N · CLERICAL (TEEN)	4,515.54	4,974.71	5,322.60	7,091.57	4,607.95	26,512.37	76,376.00	-49,863.63	34.71%
6142R · CLERICAL (CIRC)	16,129.47	16,287.57	16,038.16	23,279.40	15,465.66	87,200.26	227,067.00	-139,866.74	38.4%
6142S · CLERICAL (SVC)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
6142T · CLERICAL (TECH)	7,952.03	8,198.64	7,793.47	11,543.09	9,607.76	45,094.99	107,864.00	-62,769.01	41.81%
6142X · CLERICAL (WIRES)	1,966.31	2,030.24	1,929.29	2,932.63	1,993.23	10,851.70	23,410.00	-12,558.30	46.36%
Total 6142 · CLERICAL SALARIES	100,529.83	101,984.93	98,968.68	145,207.66	98,729.71	545,420.81	1,500,857.00	-955,436.19	36.34%
6143 · PAGE SALARIES									
6143A · PAGE (ADULT)	13,926.25	14,408.19	13,238.25	21,660.55	15,471.70	78,704.94	223,948.00	-145,243.06	35.14%
6143C · PAGE (C&P)	13,005.46	13,160.97	13,337.88	21,075.67	14,336.40	74,916.38	167,964.00	-93,047.62	44.6%
6143G · PAGE (GEN)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
6143L · PAGE (LIT)	598.00	789.30	736.68	858.00	854.75	3,836.73	8,268.00	-4,431.27	46.41%
6143N · PAGE (TEEN)	871.00	955.37	926.25	1,215.50	695.50	4,663.62	14,191.00	-9,527.38	32.86%
6143R · PAGE (CIRC)	1,846.00	1,839.50	1,847.63	3,186.63	2,653.63	11,373.39	37,251.00	-25,877.61	30.53%
6143T · PAGE (TECH)	312.00	195.00	312.00	838.50	689.00	2,346.50	40,628.00	-38,281.50	5.78%
Total 6143 · PAGE SALARIES	30,558.71	31,348.33	30,398.69	48,834.85	34,700.98	175,841.56	492,250.00	-316,408.44	35.72%
6144 · CUSTODIAL									
6144G · CUSTODIAL	16,305.02	15,988.49	16,439.18	27,928.78	20,205.50	96,866.97	254,164.00	-157,297.03	38.11%
Total 6144 · CUSTODIAL	16,305.02	15,988.49	16,439.18	27,928.78	20,205.50	96,866.97	254,164.00	-157,297.03	38.11%
6145 · SECURITY									
6145G · SECURITY	16,555.08	16,285.40	17,274.59	29,594.07	21,055.96	100,765.10	251,558.00	-150,792.90	40.06%
Total 6145 · SECURITY	16,555.08	16,285.40	17,274.59	29,594.07	21,055.96	100,765.10	251,558.00	-150,792.90	40.06%

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY
Profit & Loss Budget Overview
 July through November 2020

							TOTAL		
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6146 · TECHNICIAN									
6146W · TECHNICAL (WIRES)	7,820.86	7,878.03	7,905.17	12,048.33	8,235.50	43,887.89	132,452.00	-88,564.11	33.14%
Total 6146 · TECHNICIAN	7,820.86	7,878.03	7,905.17	12,048.33	8,235.50	43,887.89	132,452.00	-88,564.11	33.14%
6147 · ADMINISTRATIVE									
Total 6147 · ADMINISTRATIVE	30,298.19	22,875.62	23,146.88	34,720.32	23,146.88	134,187.89	396,634.00	-262,446.11	33.83%
Total 6000 · SALARIES AND WAGES	324,169.67	319,790.28	318,635.74	487,323.10	332,962.12	1,782,880.91	4,870,001.00	-3,087,120.09	36.61%
6200 · EMPLOYEE BENEFITS									
9010 · RETIREMENT	0.00	0.00	0.00	0.00	0.00	0.00	576,000.00	-576,000.00	0.0%
9030 · SOCIAL SECURITY	24,007.48	23,672.46	23,584.44	34,975.03	23,825.31	130,064.72	355,000.00	-224,935.28	36.64%
9040 · WORKERS' COMPENSATION	6,480.00	0.00	0.00	0.00	0.00	6,480.00	61,500.00	-55,020.00	10.54%
9050 · UNEMPLOYMENT INSURANCE	4,527.43	0.00	0.00	1,062.63	0.00	5,590.06	3,500.00	2,090.06	159.72%
9055 · DISABILTY INSURANCE	1,417.08	1,452.69	1,440.74	1,440.74	1,514.40	7,265.65	20,000.00	-12,734.35	36.33%
9060 · MEDICAL INSURANCE	58,938.46	68,579.87	68,419.46	69,544.59	70,494.18	335,976.56	875,000.00	-539,023.44	38.4%
Total 6200 · EMPLOYEE BENEFITS	95,370.45	93,705.02	93,444.64	107,022.99	95,833.89	485,376.99	1,891,000.00	-1,405,623.01	25.67%
6410A · BOOKS (ADULT)									
6410A.e · E-BOOKS (ADULT)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
6410A · BOOKS (ADULT) - Other	6,523.75	3,345.12	4,699.89	4,177.25	2,894.26	21,640.27	150,000.00	-128,359.73	14.43%
Total 6410A · BOOKS (ADULT)	6,523.75	3,345.12	4,699.89	4,177.25	2,894.26	21,640.27	150,000.00	-128,359.73	14.43%
6410C · BOOKS (C&P)									
6410C.e · E-BOOKS (C&P)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
6410C · BOOKS (C&P) - Other	1,118.07	853.71	2,022.88	1,069.70	1,338.18	6,402.54	70,000.00	-63,597.46	9.15%
Total 6410C · BOOKS (C&P)	1,118.07	853.71	2,022.88	1,069.70	1,338.18	6,402.54	70,000.00	-63,597.46	9.15%
6410L · BOOKS (LIT)	0.00	0.00	0.00	0.00	0.00	0.00	500.00	-500.00	0.0%
6410N · BOOKS (TEEN)									
6410N.e · E-BOOKS (TEEN)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
6410N · BOOKS (TEEN) - Other	79.48	684.90	663.48	432.94	302.97	2,163.77	22,000.00	-19,836.23	9.84%
Total 6410N · BOOKS (TEEN)	79.48	684.90	663.48	432.94	302.97	2,163.77	22,000.00	-19,836.23	9.84%
6410T · BOOKS (TECH)	0.00	0.00	0.00	0.00	0.00	0.00	400.00	-400.00	0.0%
6411A · MICRO/REF CD (ADULT)	1,375.20	580.51	5,876.76	3,612.44	4,035.81	15,480.72	45,000.00	-29,519.28	34.4%

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Profit & Loss Budget Overview

July through November 2020

							TOTAL		
	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Jul - Nov 20	Budget	\$ Over Budget	% of Budget
6411C · MICRO/REF CD (C&P)	532.16	2,529.41	5,732.83	1,745.96	1,587.86	12,128.22	15,000.00	-2,871.78	80.86%
6411N · MICRO/REF CD (TEEN)	133.03	116.10	5,489.95	986.93	1,393.52	8,119.53	15,000.00	-6,880.47	54.13%
6412A · RECORDINGS (ADULT)	1,213.02	1,744.26	1,220.24	886.80	1,123.83	6,188.15	40,000.00	-33,811.85	15.47%
6412C · RECORDINGS (C&P)	313.45	313.45	0.00	0.00	0.00	626.90	10,000.00	-9,373.10	6.27%
6412L · RECORDINGS (LIT)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
6412N · RECORDINGS (TEEN)	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	-10,000.00	0.0%
6413A · PERIODICALS (ADULT)	0.00	1,533.15	589.38	0.00	2,985.00	5,107.53	33,000.00	-27,892.47	15.48%
6413C · PERIODICALS (C&P)	1,954.74	0.00	0.00	0.00	0.00	1,954.74	5,000.00	-3,045.26	39.1%
6413D · PERIODICALS (ADM)	0.00	0.00	0.00	188.00	0.00	188.00	500.00	-312.00	37.6%
6413G · PERIODICALS (GEN)	0.00	0.00	0.00	0.00	0.00	0.00	500.00	-500.00	0.0%
6413L · PERIODICALS (LIT)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
6413N · PERIODICALS (TEEN)	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00	-1,500.00	0.0%
6413T · PERIODICALS (TECH)	0.00	0.00	0.00	0.00	0.00	0.00	150.00	-150.00	0.0%
6413W · PERIODICALS (WIRES)	0.00	0.00	0.00	0.00	0.00	0.00	150.00	-150.00	0.0%
6417A · VIDEOS (ADULT)	1,222.71	1,317.72	1,688.37	1,358.91	1,507.15	7,094.86	90,000.00	-82,905.14	7.88%
6417C · VIDEOS (C&P)	139.98	935.78	117.82	85.08	35.00	1,313.66	15,000.00	-13,686.34	8.76%
6417L · VIDEOS (LIT)	0.00	0.00	0.00	0.00	0.00	0.00	150.00	-150.00	0.0%
6417N · VIDEOS (TEEN)	39.99	1,067.08	179.95	1,010.16	429.25	2,726.43	6,000.00	-3,273.57	45.44%
6419G · SOFTWARE (GEN)	7,000.11	5,436.49	2,633.74	865.50	873.75	16,809.59	25,000.00	-8,190.41	67.24%
6419N · SOFTWARE (TEEN)	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	-1,000.00	0.0%
6419T · SOFTWARE (TECH)	0.00	1,512.00	0.00	0.00	735.67	2,247.67	1,500.00	747.67	149.85%
6419W · SOFTWARE (WIRES)	0.00	0.00	0.00	0.00	0.00	0.00	11,000.00	-11,000.00	0.0%
6428D · MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	-1,000.00	0.0%
6429C · REALIA (C&P)	0.00	0.00	0.00	0.00	0.00	0.00	3,650.00	-3,650.00	0.0%
6430G · OFFICE AND LIBRARY SUPPLIES	2,294.03	5,044.12	2,303.77	1,082.35	2,151.96	12,876.23	57,000.00	-44,123.77	22.59%
6431D · TELECOMMUNICATIONS	3,637.54	3,638.23	3,633.51	3,638.89	4,038.54	18,586.71	57,500.00	-38,913.29	32.33%
6432G · CARTAGE	285.00	285.00	285.00	285.00	285.00	1,425.00	3,420.00	-1,995.00	41.67%
6433G · POSTAGE	532.10	2,572.90	2,600.31	2,142.00	4,189.10	12,036.41	52,000.00	-39,963.59	23.15%
6434A · PRINTING (ADULT)	0.00	0.00	0.00	0.00	0.00	0.00	500.00	-500.00	0.0%
6434C · PRINTING (C&P)	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	-5,000.00	0.0%

BOT Meeting:

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MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Profit & Loss Budget Overview

July through November 2020

							TOTAL		
	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Jul - Nov 20	Budget	\$ Over Budget	% of Budget
6434G · PRINTING (GEN)	0.00	4,449.00	6,881.00	6,881.00	6,881.00	25,092.00	70,000.00	-44,908.00	35.85%
6434L · PRINTING (LIT)	0.00	0.00	0.00	0.00	0.00	0.00	500.00	-500.00	0.0%
6434N · PRINTING (TEEN)	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00	-2,500.00	0.0%
6434R · PRINTING (CIRC)	0.00	0.00	0.00	0.00	0.00	0.00	3,000.00	-3,000.00	0.0%
6434S · PRINTING (COMM SRV)	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	-1,000.00	0.0%
6435A · CED, CONF & TRAVEL (ADULT)	0.00	354.91	174.00	149.00	0.00	677.91	5,000.00	-4,322.09	13.56%
6435C · CED, CONF & TRAVEL (C&P)	0.00	354.91	149.00	207.00	0.00	710.91	7,250.00	-6,539.09	9.81%
6435D · CED, CONF & TRAVEL (ADM)	0.00	394.91	373.00	357.45	0.00	1,125.36	25,000.00	-23,874.64	4.5%
6435Dig · CED, CONF & TRAVEL (DIGITAL)	199.00	0.00	348.00	149.00	0.00	696.00	10,000.00	-9,304.00	6.96%
6435G · CED, CONF & TRAVEL (GEN)	75.00	354.91	0.00	0.00	0.00	429.91	2,000.00	-1,570.09	21.5%
6435L · CED, CONF & TRAVEL (LIT)	0.00	354.91	0.00	0.00	16.56	371.47	5,000.00	-4,628.53	7.43%
6435N · CED, CONF & TRAVEL (TEEN)	0.00	354.91	298.00	60.00	0.00	712.91	8,500.00	-7,787.09	8.39%
6435R · CED, CONF & TRAVEL (CIRC)	194.17	354.91	0.00	0.00	0.00	549.08	4,000.00	-3,450.92	13.73%
6435S · CED, CONF & TRAV (COMM SRV)	0.00	354.91	79.00	0.00	0.00	433.91	5,000.00	-4,566.09	8.68%
6435T · CED, CONF & TRAVEL (TECH)	0.00	354.91	0.00	0.00	0.00	354.91	5,000.00	-4,645.09	7.1%
6435W · CED, CONF & TRAVEL (WIRES)	0.00	354.91	0.00	0.00	0.00	354.91	2,000.00	-1,645.09	17.75%
6436 · CONTRACTS	0.00	0.00	0.00	0.00	0.00	0.00	89,995.00	-89,995.00	0.0%
6437A · PROGRAMS (ADULT)	3,200.66	4,158.11	2,683.00	3,613.10	2,800.59	16,455.46	66,000.00	-49,544.54	24.93%
6437C · PROGRAMS (C&P)	1,137.04	2,925.18	1,871.09	8,351.39	1,477.04	15,761.74	105,000.00	-89,238.26	15.01%
6437D · PROGRAMS (DIGITAL)	1,399.33	947.07	1,011.19	1,073.45	1,082.81	5,513.85	10,000.00	-4,486.15	55.14%
6437L · PROGRAMS (LIT)	410.00	2,020.25	382.50	2,312.75	2,536.97	7,662.47	85,000.00	-77,337.53	9.02%
6437N · PROGRAMS (TEEN)	759.71	1,533.93	1,005.13	1,399.06	639.68	5,337.51	60,000.00	-54,662.49	8.9%
6437P · PROFESSIONAL FEES									
643760 · PLANTINGS	150.00	150.00	150.00	150.00	150.00	750.00	1,800.00	-1,050.00	41.67%
643765 · PROMOTION AND PUBLICITY	8,353.84	14,689.97	7,610.00	14,612.12	15,349.86	60,615.79	100,000.00	-39,384.21	60.62%
643770 · CONTINGENCY	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	2,200.00	2,200.00	19,500.00	-17,300.00	11.28%
6437P02 · AUDITOR	0.00	700.00	0.00	0.00	0.00	700.00	6,000.00	-5,300.00	11.67%
6437P10 · ELECTION	684.79	0.00	2,378.66	41.26	0.00	3,104.71	10,000.00	-6,895.29	31.05%
6437P11 · FSA ADMINISTRATION	137.50	137.50	137.50	137.50	137.50	687.50	1,650.00	-962.50	41.67%

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Profit & Loss Budget Overview

July through November 2020

							TOTAL		
	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Jul - Nov 20	Budget	\$ Over Budget	% of Budget
6437P12 · PAYROLL SERVICES	1,304.12	1,270.72	1,950.42	1,336.04	710.27	6,571.57	22,000.00	-15,428.43	29.87%
6437P13 · ARMORED CAR SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
6437P14 · PIANO TUNING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
6437P15 · DOCUMENT MANAGEMENT/DESTRUCTION	0.00	0.00	0.00	396.63	0.00	396.63	500.00	-103.37	79.33%
6437P16 · STAFF BACKGROUND SCREEN	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	-1,000.00	0.0%
6437P17 · TRANSLATION SERVICES	6.50	6.50	6.50	6.50	6.50	32.50	150.00	-117.50	21.67%
6437P3 · APPRAISAL SERVICES	220.00	0.00	0.00	0.00	0.00	220.00	1,500.00	-1,280.00	14.67%
6437P4 · ATTORNEY	11,159.16	2,701.66	4,300.41	2,454.16	2,371.66	22,987.05	75,000.00	-52,012.95	30.65%
6437P5 · BACKFLOW INSPECTION	0.00	0.00	0.00	0.00	0.00	0.00	150.00	-150.00	0.0%
6437P6 · BOARD SECRETARY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
6437P7 · COLLECTION AGENCY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
6437P8 · DENITE SYSTEMS ANALYSIS	0.00	0.00	1,705.00	0.00	0.00	1,705.00	400.00	1,305.00	426.25%
6437P9 · EAP	7,650.00	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	0.00	0.00	0.00	0.00	0.00	0.0%
Total 6437P · PROFESSIONAL FEES	29,665.91	19,656.35	18,238.49	19,134.21	20,925.79	107,620.75	249,800.00	-142,179.25	43.08%
6438 · DUES	150.00	0.00	1,010.00	155.00	57.00	1,372.00	4,500.00	-3,128.00	30.49%
6439A · EQUIPMENT R & M (ADULT)	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00	-1,500.00	0.0%
6439C · EQUIPMENT R & M (C&P)	0.00	0.00	0.00	0.00	0.00	0.00	550.00	-550.00	0.0%
6439G · EQUIPMENT R & M (GEN)	9,634.91	3,805.06	3,856.73	4,514.36	3,978.44	25,789.50	65,000.00	-39,210.50	39.68%
6439N · EQUIPMENT R & M (TEEN)	0.00	0.00	0.00	0.00	0.00	0.00	100.00	-100.00	0.0%
6439R · EQUIPMENT R & M (CIRC)	10,904.17	0.00	0.00	10,904.17	0.00	21,808.34	45,000.00	-23,191.66	48.46%
6439T · EQUIPMENT R & M (TECH)	0.00	0.00	0.00	0.00	0.00	0.00	100.00	-100.00	0.0%
6439W · EQUIPMENT R & M (WIRES)	378.18	1,198.18	378.18	378.18	378.18	2,710.90	20,000.00	-17,289.10	13.56%
6450E · ELECTRICITY	16,608.24	16,284.15	14,325.69	14,434.53	9,959.22	71,611.83	136,500.00	-64,888.17	52.46%
6450F · FUEL/GAS	288.26	313.29	411.62	823.57	1,430.75	3,267.49	18,000.00	-14,732.51	18.15%
6450W · WATER	321.24	109.48	0.00	556.53	109.48	1,096.73	1,275.00	-178.27	86.02%
6451G · CUSTODIAL SUPPLIES	3,042.09	6,121.89	529.33	903.58	514.37	11,111.26	30,009.00	-18,897.74	37.03%
6452G · BLDG ALTERATION AND MAINT	4,410.68	5,091.69	7,605.42	6,021.50	18,110.50	41,239.79	75,000.00	-33,760.21	54.99%
6454 · INSURANCE	76,515.86	-10,218.25	0.00	-7,567.00	0.00	58,730.61	69,000.00	-10,269.39	85.12%
6485G · Bank Fees	384.87	-81.14	180.62	450.09	0.67	935.11			

BOT Meeting:

December 21, 2020

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY
Profit & Loss Budget Overview
July through November 2020

							TOTAL		
	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Jul - Nov 20	Budget	\$ Over Budget	% of Budget
69800 · Uncategorized Expenses	0.00	0.00	0.00	0.00	0.00	0.00	999,500.00	-999,500.00	0.0%
7203 · EQUIPMENT - Capital Purchases									
7203A · EQUIPMENT ADULT	0.00	0.00	0.00	0.00	0.00	0.00	4,000.00	-4,000.00	0.0%
7203C · EQUIPMENT C & P	0.00	115.82	0.00	0.00	0.00	115.82	5,000.00	-4,884.18	2.32%
7203D · EQUIPMENT ADMIN	0.00	2,299.50	0.00	0.00	0.00	2,299.50	2,500.00	-200.50	91.98%
7203G · EQUIPMENT BUS OFF	0.00	2,299.50	0.00	0.00	0.00	2,299.50	7,500.00	-5,200.50	30.66%
7203N · EQUIPMENT TEEN	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	-5,000.00	0.0%
7203R · EQUIPMENT CIRC	0.00	0.00	0.00	23,340.00	0.00	23,340.00	1,000.00	22,340.00	2,334.0%
7203T · EQUIPMENT TECH	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	-2,000.00	0.0%
7203W · EQUIPMENT WIRE	190.70	23.78	0.00	1,513.93	0.00	1,728.41	100,000.00	-98,271.59	1.73%
Total 7203 · EQUIPMENT - Capital Purchases	190.70	4,738.60	0.00	24,853.93	0.00	29,783.23	127,000.00	-97,216.77	23.45%
Total Expense	607,804.50	513,647.17	513,609.25	718,029.85	529,601.91	2,882,692.68	9,924,000.00	-7,041,307.32	29.05%
Net Ordinary Income	-350,239.93	-510,911.55	-510,603.78	-704,629.90	-528,005.46	-2,604,390.62	0.00	-2,604,390.62	100.0%
Other Income/Expense									
Other Expense									
7500 · BUILDING IMPROVEMENTS	158,327.57	161,708.00	182,258.35	252,368.48	17,860.36	772,522.76			
Total Other Expense	158,327.57	161,708.00	182,258.35	252,368.48	17,860.36	772,522.76			
Net Other Income	-158,327.57	-161,708.00	-182,258.35	-252,368.48	-17,860.36	-772,522.76	0.00	-772,522.76	100.0%
Net Income	-508,567.50	-672,619.55	-692,862.13	-956,998.38	-545,865.82	-3,376,913.38	0.00	-3,376,913.38	100.0%

**MASTICS-MORICHES-SHIRLEY COMMUNITY
LIBRARY**

CAPITAL FUND FINANCIAL REPORT

NOVEMBER 2020

PREPARED & SUBMITTED BY:

**CHRISTOPHER NOWAK
BUSINESS MANAGER**

MMSCL
CAPITAL FUND MONTHLY REPORT

Month	Account #	Balance Forward	Deposits	Withdrawals	Balance
<u>Flushing 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		\$ 4,763,932.98	\$ 1,171.46	\$ -	\$ 4,765,104.44
October-20		\$ 4,765,104.44	\$ 1,210.81	\$ -	\$ 4,766,315.25
November-20		\$ 4,766,315.25	\$ 1,172.16	\$ -	\$ 4,767,487.41
December-20					
January-21					
February-21					
March-21					
April-21					
May-21					
June-21					
				Grand Total :	\$ 4,767,487.41

**SCHEDULE OF CLAIMS
PRESENTED DECEMBER 21, 2020**

PREPAY PAYABLES WARRANT #1		\$	50,866.41
PAYABLES WARRANT #2		\$	119,609.67
PAYROLL WARRANT W.E.	11/27/2020	\$	166,656.38
PAYROLL BENEFITS WARRANT		\$	15,954.06
PAYROLL WARRANT W.E.	12/11/2020	\$	189,877.04
PAYROLL BENEFITS WARRANT		\$	10,453.37

Total	\$	553,416.93
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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
DECEMBER 21, 2020
PREPAY WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	62413	11/24/2020	Postmaster MasticBeach	L0225 · FLUSHING BANK - OPERATING	
	Bill	NL122020	11/24/2020		6433G · POSTAGE	-2,068.49
TOTAL						-2,068.49
	Bill Pmt -Check	62414	11/24/2020	American Express	L0225 · FLUSHING BANK - OPERATING	
	Bill	111320	11/13/2020		6419G · SOFTWARE (GEN)	-890.57
					6430G · OFFICE AND LIBRARY SUPPLIES	-331.89
					6431D · TELECOMMUNICATIONS	-19.24
					6433G · POSTAGE	-40.27
					643765 · PROMOTION AND PUBLICITY	-5,975.55
					6450F · FUEL/GAS	-45.66
TOTAL						-7,303.18
	Bill Pmt -Check	62415	11/24/2020	Postmaster MasticBeach	L0225 · FLUSHING BANK - OPERATING	
	Bill	SSP 6pgNewsletter	11/18/2020		6433G · POSTAGE	-2,100.00
TOTAL						-2,100.00
	Bill Pmt -Check	62416	11/24/2020	Verizon	L0225 · FLUSHING BANK - OPERATING	
	Bill	111320	11/13/2020		6431D · TELECOMMUNICATIONS	-18.54
TOTAL						-18.54
	Bill Pmt -Check	62417	11/24/2020	Verizon	L0225 · FLUSHING BANK - OPERATING	
	Bill	110620	11/06/2020		6431D · TELECOMMUNICATIONS	-130.66
TOTAL						-130.66

Mastics Moriches Shirley Community Library
DECEMBER 21, 2020
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Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	62419	11/24/2020	Amazon.com	L0225 · FLUSHING BANK - OPERATING	
Bill	111020	11/10/2020		6410A · BOOKS (ADULT)	-91.82
				6410C · BOOKS (C&P)	-247.55
				6410N · BOOKS (TEEN)	-253.81
				6412A · RECORDINGS (ADULT)	-29.24
				6417A · VIDEOS (ADULT)	-514.69
				6417N · VIDEOS (TEEN)	-429.37
				6430G · OFFICE AND LIBRARY SUPPLIES	-44.50
				6437C · PROGRAMS (C&P)	-50.44
				6437L · PROGRAMS (LIT)	-89.96
				6437N · PROGRAMS (TEEN)	-163.53
				6437N · PROGRAMS (TEEN)	-25.99
TOTAL					<u>-1,940.90</u>
Bill Pmt -Check	62420	11/25/2020	AT&T	L0225 · FLUSHING BANK - OPERATING	
Bill	11/10/20	11/10/2020		6431D · TELECOMMUNICATIONS	-46.38
TOTAL					<u>-46.38</u>
Bill Pmt -Check	62421	11/25/2020	PSEG -- NeighborhoodRdMasticBeach	L0225 · FLUSHING BANK - OPERATING	
Bill	101920--111420	11/14/2020		6450E · ELECTRICITY	-532.80
TOTAL					<u>-532.80</u>
Bill Pmt -Check	62422	11/25/2020	Optimum / Cablevision	L0225 · FLUSHING BANK - OPERATING	
Bill	1123-122220	11/23/2020		6431D · TELECOMMUNICATIONS	-138.35
TOTAL					<u>-138.35</u>

Mastics Moriches Shirley Community Library
DECEMBER 21, 2020
PREPAY WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	62423	12/01/2020	Home Depot Credit Services	L0225 · FLUSHING BANK - OPERATING	
	Bill	111920	11/19/2020		6451G · CUSTODIAL SUPPLIES	-198.54
					6437N · PROGRAMS (TEEN)	-77.98
TOTAL						<u>-276.52</u>
	Bill Pmt -Check	62424	12/01/2020	New York State Unemployment Insurance	L0225 · FLUSHING BANK - OPERATING	
	Bill	100120 3Q20-BR	10/01/2020		9050 · UNEMPLOYMENT INSURANCE	-1,062.63
TOTAL						<u>-1,062.63</u>
	Bill Pmt -Check	62425	12/01/2020	T-Mobile	L0225 · FLUSHING BANK - OPERATING	
	Bill	11232020	11/23/2020		6437D · PROGRAMS (DIGITAL)	-1,082.81
TOTAL						<u>-1,082.81</u>
	Bill Pmt -Check	62426	12/01/2020	Xerox Financial Services	L0225 · FLUSHING BANK - OPERATING	
	Bill	2359794	11/11/2020		6439G · EQUIPMENT R & M (GEN)	-2,562.72
TOTAL						<u>-2,562.72</u>
	Bill Pmt -Check	62427	12/08/2020	Crown Castle Fiber LLC	L0225 · FLUSHING BANK - OPERATING	
	Bill	732100	12/01/2020		6431D · TELECOMMUNICATIONS	-2,695.00
TOTAL						<u>-2,695.00</u>
	Bill Pmt -Check	62428	12/08/2020	National Grid	L0225 · FLUSHING BANK - OPERATING	
	Bill	10/28--11/30/20	11/30/2020		6450F · FUEL/GAS	-1,383.30
TOTAL						<u>-1,383.30</u>

Mastics Moriches Shirley Community Library
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PREPAY WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	62429	12/11/2020	PSEG	L0225 · FLUSHING BANK - OPERATING	
	Bill	11/05-12/04/20	12/04/2020		6450E · ELECTRICITY	-8,606.84
TOTAL						-8,606.84
	Bill Pmt -Check	62430	12/15/2020	American Express	L0225 · FLUSHING BANK - OPERATING	
	Bill	121420	12/14/2020		6419G · SOFTWARE (GEN)	-835.29
					6430G · OFFICE AND LIBRARY SUPPLIES	-390.50
					6431D · TELECOMMUNICATIONS	-19.97
					6433G · POSTAGE	-18.12
					643765 · PROMOTION AND PUBLICITY	-15,535.72
					6450F · FUEL/GAS	-49.20
TOTAL						-16,848.80
	Bill Pmt -Check	62431	12/15/2020	Postmaster MasticBeach	L0225 · FLUSHING BANK - OPERATING	
	Bill	NL012021	12/14/2020		6433G · POSTAGE	-2,068.49
TOTAL						-2,068.49
					TOTAL	-50,866.41

I hereby certify that at a meeting on December 21, 2020
the above vouchers were approved and authorized.

Signed: _____

Mastics Moriches Shirley Community Library

DECEMBER 21, 2020

WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	62432	12/21/2020	Advanced Plant Care, Inc.	L0225 · FLUSHING BANK - OPERATING	
	Bill	26190	12/01/2020		643760 · PLANTINGS	-150.00
TOTAL						-150.00
	Bill Pmt -Check	62433	12/21/2020	Andriola's Cesspool Service, Inc.	L0225 · FLUSHING BANK - OPERATING	
	Bill	8392	11/14/2020		6452G · BLDG ALTERATION AND MAINT	-858.00
TOTAL						-858.00
	Bill Pmt -Check	62434	12/21/2020	Baker & Taylor	L0225 · FLUSHING BANK - OPERATING	
	Bill	5016498141	10/30/2020		6410N · BOOKS (TEEN)	-40.37
	Bill	5016538118	11/10/2020		6410A · BOOKS (ADULT)	-288.84
	Bill	5016538117	11/12/2020		6410A · BOOKS (ADULT)	-435.61
	Bill	5016570438	11/17/2020		6410N · BOOKS (TEEN)	-49.14
	Bill	5016550176	11/19/2020		6410A · BOOKS (ADULT)	-325.81
	Bill	5016571000	11/25/2020		6410A · BOOKS (ADULT)	-397.64
	Bill	5016577104	11/25/2020		6410A · BOOKS (ADULT)	-446.55
	Bill	5016574826	12/01/2020		6410A · BOOKS (ADULT)	-1,485.68
TOTAL						-3,469.64
	Bill Pmt -Check	62435	12/21/2020	Blackstone Publishing	L0225 · FLUSHING BANK - OPERATING	
	Bill	1190688	10/10/2020		6412A · RECORDINGS (ADULT)	-55.98
TOTAL						-55.98
	Bill Pmt -Check	62436	12/21/2020	Cassone Leasing, Inc.	L0225 · FLUSHING BANK - OPERATING	
	Bill	1902946	12/11/2020		7500 · BUILDING IMPROVEMENTS	-2,085.00
TOTAL						-2,085.00

Mastics Moriches Shirley Community Library

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	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	62437	12/21/2020	Cengage Learning	L0225 · FLUSHING BANK - OPERATING	
	Bill	72637701	11/16/2020		6411A · MICRO/REF CD (ADULT)	-2,269.21
TOTAL						-2,269.21
	Bill Pmt -Check	62438	12/21/2020	Center Point Large Print	L0225 · FLUSHING BANK - OPERATING	
	Bill	1807406	12/01/2020		6410A · BOOKS (ADULT)	-408.32
TOTAL						-408.32
	Bill Pmt -Check	62439	12/21/2020	Colson, Doris J.	L0225 · FLUSHING BANK - OPERATING	
	Bill	120120	12/01/2020		6437L · PROGRAMS (LIT)	-228.00
TOTAL						-228.00
	Bill Pmt -Check	62440	12/21/2020	Cueva, Daniel S.	L0225 · FLUSHING BANK - OPERATING	
	Bill	120320	12/03/2020		6437L · PROGRAMS (LIT)	-180.00
TOTAL						-180.00
	Bill Pmt -Check	62441	12/21/2020	Currao-McAleavey, Carmella	L0225 · FLUSHING BANK - OPERATING	
	Bill	111920	11/19/2020		6437N · PROGRAMS (TEEN)	-100.00
	Bill	120320	12/03/2020		6437N · PROGRAMS (TEEN)	-100.00
	Bill	121020	12/10/2020		6437N · PROGRAMS (TEEN)	-100.00
TOTAL						-300.00
	Bill Pmt -Check	62442	12/21/2020	Daily News	L0225 · FLUSHING BANK - OPERATING	
	Bill	renewal 2020-2021	12/07/2020		6413A · PERIODICALS (ADULT)	-650.01
TOTAL						-650.01

Mastics Moriches Shirley Community Library

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	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	62443	12/21/2020	Davis, Lindsay - MMSCL	L0225 · FLUSHING BANK - OPERATING	
	Bill	112520	11/25/2020		6435L · CED, CONF & TRAVEL (LIT)	-16.56
TOTAL						-16.56
	Bill Pmt -Check	62444	12/21/2020	Del Rio, Donika	L0225 · FLUSHING BANK - OPERATING	
	Bill	120120	12/01/2020		6437L · PROGRAMS (LIT)	-200.00
TOTAL						-200.00
	Bill Pmt -Check	62445	12/21/2020	East End Sign Design	L0225 · FLUSHING BANK - OPERATING	
	Bill	22029	11/19/2020		643765 · PROMOTION AND PUBLICITY	-65.00
TOTAL						-65.00
	Bill Pmt -Check	62446	12/21/2020	Easy English News	L0225 · FLUSHING BANK - OPERATING	
	Bill	45387 orgdt5/27/20	11/25/2020		6413A · PERIODICALS (ADULT)	-450.00
TOTAL						-450.00
	Bill Pmt -Check	62447	12/21/2020	ECM Consulting and Marketing	L0225 · FLUSHING BANK - OPERATING	
	Bill	1051	12/01/2020		643765 · PROMOTION AND PUBLICITY	-3,000.00
TOTAL						-3,000.00
	Bill Pmt -Check	62448	12/21/2020	Emilita AICP, David J.S.	L0225 · FLUSHING BANK - OPERATING	
	Bill	1105-3020 enviro	12/11/2020		7500 · BUILDING IMPROVEMENTS	-700.00
TOTAL						-700.00

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	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	62449	12/21/2020	Fennell, Amanda - The Art Nanny	L0225 · FLUSHING BANK - OPERATING	
	Bill	ColorShieldKits	10/19/2020		6437C · PROGRAMS (C&P)	-1,000.00
TOTAL						-1,000.00
	Bill Pmt -Check	62450	12/21/2020	Findaway	L0225 · FLUSHING BANK - OPERATING	
	Bill	333967	11/17/2020		6412A · RECORDINGS (ADULT)	-1,078.10
TOTAL						-1,078.10
	Bill Pmt -Check	62451	12/21/2020	Fiore, Christopher	L0225 · FLUSHING BANK - OPERATING	
	Bill	112420	11/24/2020		6437A · PROGRAMS (ADULT)	-200.00
TOTAL						-200.00
	Bill Pmt -Check	62452	12/21/2020	Galvez Moreno, Viodelda S.	L0225 · FLUSHING BANK - OPERATING	
	Bill	120220	12/02/2020		6437L · PROGRAMS (LIT)	-342.00
TOTAL						-342.00
	Bill Pmt -Check	62453	12/21/2020	Grainger	L0225 · FLUSHING BANK - OPERATING	
	Bill	9715832680	11/13/2020		6451G · CUSTODIAL SUPPLIES	-6.49
	Bill	9722813772	11/19/2020		6452G · BLDG ALTERATION AND MAINT	-61.50
TOTAL						-67.99
	Bill Pmt -Check	62454	12/21/2020	Great South Bay Dance LLC	L0225 · FLUSHING BANK - OPERATING	
	Bill	112220	11/22/2020		6437C · PROGRAMS (C&P)	-75.00
TOTAL						-75.00

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	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	62455	12/21/2020	H2M architects + engineers	L0225 · FLUSHING BANK - OPERATING	
	Bill	201420	11/05/2020		7500 · BUILDING IMPROVEMENTS	-258.21
TOTAL						-258.21
	Bill Pmt -Check	62456	12/21/2020	Healthy Homestead Hostess, LLC	L0225 · FLUSHING BANK - OPERATING	
	Bill	111720	11/17/2020		6437A · PROGRAMS (ADULT)	-75.00
TOTAL						-75.00
	Bill Pmt -Check	62457	12/21/2020	Ingram Library Services	L0225 · FLUSHING BANK - OPERATING	
	Bill	61789885	10/13/2020		6410C · BOOKS (C&P)	-7.13
	Bill	61789886	10/13/2020		6410C · BOOKS (C&P)	-29.22
	Bill	61804339	11/12/2020		6410C · BOOKS (C&P)	-5.93
	Bill	61805284	11/13/2020		6410C · BOOKS (C&P)	-28.77
	Bill	61805285	11/13/2020		6410C · BOOKS (C&P)	-28.77
	Bill	67248509	11/17/2020		6410C · BOOKS (C&P)	-54.80
	Bill	61808514	11/19/2020		6410C · BOOKS (C&P)	-4.59
	Bill	61808515	11/19/2020		6410C · BOOKS (C&P)	-11.49
	Bill	61808516	11/19/2020		6410C · BOOKS (C&P)	-417.75
	Bill	61809215	11/20/2020		6410C · BOOKS (C&P)	-5.99
	Bill	61809216	11/20/2020		6410C · BOOKS (C&P)	-10.94
	Bill	61809217	11/20/2020		6410C · BOOKS (C&P)	-19.72
	Bill	61809218	11/20/2020		6410C · BOOKS (C&P)	-11.39
	Bill	61809647	11/23/2020		6410C · BOOKS (C&P)	-23.19
	Bill	67250334	11/23/2020		6410C · BOOKS (C&P)	-10.51
	Bill	61810409	11/24/2020		6410C · BOOKS (C&P)	-14.93
	Bill	61810410	11/24/2020		6410C · BOOKS (C&P)	-18.69
	Bill	67250702	11/24/2020		6410C · BOOKS (C&P)	-23.26
	Bill	67250703	11/24/2020		6410C · BOOKS (C&P)	-9.58

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	Type	Num	Date	Name	Account	Paid Amount
	Bill	67252487	11/30/2020		6410C · BOOKS (C&P)	-14.48
	Bill	61812419	12/03/2020		6410C · BOOKS (C&P)	-5.93
	Bill	61812420	12/03/2020		6410C · BOOKS (C&P)	-189.35
TOTAL						<u>-946.41</u>
	Bill Pmt -Check	62458	12/21/2020	Island Elevator Inc	L0225 · FLUSHING BANK - OPERATING	
	Bill	40506	12/01/2020		6452G · BLDG ALTERATION AND MAINT	-411.00
TOTAL						<u>-411.00</u>
	Bill Pmt -Check	62459	12/21/2020	Island School & Art Supply	L0225 · FLUSHING BANK - OPERATING	
	Bill	508702	12/01/2020		6437N · PROGRAMS (TEEN)	-112.16
TOTAL						<u>-112.16</u>
	Bill Pmt -Check	62460	12/21/2020	Janicka-Wlodek, Krystyna	L0225 · FLUSHING BANK - OPERATING	
	Bill	120120	12/01/2020		6437L · PROGRAMS (LIT)	-228.00
TOTAL						<u>-228.00</u>
	Bill Pmt -Check	62461	12/21/2020	Janowitz, Laurie	L0225 · FLUSHING BANK - OPERATING	
	Bill	111920	11/19/2020		6437A · PROGRAMS (ADULT)	-280.00
	Bill	120920	12/09/2020		6437A · PROGRAMS (ADULT)	-150.00
TOTAL						<u>-430.00</u>
	Bill Pmt -Check	62462	12/21/2020	Kanopy Inc	L0225 · FLUSHING BANK - OPERATING	
	Bill	224460-PPU	11/30/2020		6417A · VIDEOS (ADULT)	-150.00
					6417C · VIDEOS (C&P)	-35.00
TOTAL						<u>-185.00</u>

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Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	62463	12/21/2020	Lamb & Barnosky, LLP	L0225 · FLUSHING BANK - OPERATING	
Bill	133298	10/31/2020		6437P4 · ATTORNEY	-2,041.66
Bill	133299	10/31/2020		6437P4 · ATTORNEY	-412.50
Bill	133547	11/30/2020		6437P4 · ATTORNEY	-2,041.66
Bill	133548	11/30/2020		6437P4 · ATTORNEY	-330.00
TOTAL					-4,825.82
Bill Pmt -Check	62464	12/21/2020	Language Line Services Inc	L0225 · FLUSHING BANK - OPERATING	
Bill	4919831	11/30/2020		6437P17 · TRANSLATION SERVICES	-6.50
TOTAL					-6.50
Bill Pmt -Check	62465	12/21/2020	Long Island Children's Museum	L0225 · FLUSHING BANK - OPERATING	
Bill	1427 rnl Jan21-22	12/05/2020		6437A · PROGRAMS (ADULT)	-440.00
				6437C · PROGRAMS (C&P)	-430.00
				6437N · PROGRAMS (TEEN)	-430.00
TOTAL					-1,300.00
Bill Pmt -Check	62466	12/21/2020	Louis K. McLean Assoc Engrs & Surveyors P	L0225 · FLUSHING BANK - OPERATING	
Bill	26465	09/18/2020		7500 · BUILDING IMPROVEMENTS	-3,172.80
Bill	26643	11/11/2020		7500 · BUILDING IMPROVEMENTS	-953.60
TOTAL					-4,126.40
Bill Pmt -Check	62467	12/21/2020	Midwest Tape	L0225 · FLUSHING BANK - OPERATING	
Bill	99616370	11/10/2020		6412A · RECORDINGS (ADULT)	-16.49
Bill	99636465	11/14/2020		6417A · VIDEOS (ADULT)	-198.41
Bill	99636467	11/14/2020		6417A · VIDEOS (ADULT)	-64.98

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Type	Num	Date	Name	Account	Paid Amount
Bill	99680067	11/24/2020		6417A · VIDEOS (ADULT)	-226.62
Bill	99680068	11/24/2020		6417A · VIDEOS (ADULT)	-62.53
Bill	99705696 hoopla	11/30/2020		6411A · MICRO/REF CD (ADULT)	-466.33
				6411C · MICRO/REF CD (C&P)	-373.06
				6411N · MICRO/REF CD (TEEN)	-93.26
Bill	99705487	12/01/2020		6417A · VIDEOS (ADULT)	-21.69
TOTAL					-1,523.37
Bill Pmt -Check	62468	12/21/2020	Migoya-Schlie, Catherine Victoria	L0225 · FLUSHING BANK - OPERATING	
Bill	120420	12/04/2020		6437L · PROGRAMS (LIT)	-627.00
TOTAL					-627.00
Bill Pmt -Check	62469	12/21/2020	Nagel, Lauren	L0225 · FLUSHING BANK - OPERATING	
Bill	111620	11/16/2020		6437C · PROGRAMS (C&P)	-250.00
TOTAL					-250.00
Bill Pmt -Check	62470	12/21/2020	Narvaez, Priscilla	L0225 · FLUSHING BANK - OPERATING	
Bill	112420	11/24/2020		6437L · PROGRAMS (LIT)	-171.00
TOTAL					-171.00
Bill Pmt -Check	62471	12/21/2020	New Era Technology (prev DJJ Tech)	L0225 · FLUSHING BANK - OPERATING	
Bill	62146-LI	12/03/2020		6439W · EQUIPMENT R & M (WIRES)	-378.18
TOTAL					-378.18

Mastics Moriches Shirley Community Library

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	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	62472	12/21/2020	New York SAMPO	L0225 · FLUSHING BANK - OPERATING	
	Bill	CNowak2021	12/10/2020		6438 · DUES	-50.00
TOTAL						-50.00
	Bill Pmt -Check	62473	12/21/2020	New York Times	L0225 · FLUSHING BANK - OPERATING	
	Bill	rnwl 101120--100921	11/08/2020		6413A · PERIODICALS (ADULT)	-2,535.00
TOTAL						-2,535.00
	Bill Pmt -Check	62474	12/21/2020	O'Connell, Linda	L0225 · FLUSHING BANK - OPERATING	
	Bill	111820	11/18/2020		6437A · PROGRAMS (ADULT)	-175.00
	Bill	120720	12/07/2020		6437A · PROGRAMS (ADULT)	-175.00
TOTAL						-350.00
	Bill Pmt -Check	62475	12/21/2020	Oriental Trading Company, Inc	L0225 · FLUSHING BANK - OPERATING	
	Bill	706497492-01	11/20/2020		6437N · PROGRAMS (TEEN)	-72.17
	Bill	706980910-01	12/05/2020		6437N · PROGRAMS (TEEN)	-45.87
					6437C · PROGRAMS (C&P)	-28.73
TOTAL						-146.77
	Bill Pmt -Check	62476	12/21/2020	Paychex of New York LLC	L0225 · FLUSHING BANK - OPERATING	
	Bill	583451	12/09/2020		6437P12 · PAYROLL SERVICES	-603.47
TOTAL						-603.47

Mastics Moriches Shirley Community Library

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	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	62477	12/21/2020	Perri, Amy	L0225 · FLUSHING BANK - OPERATING	
	Bill	113020	11/30/2020		6437A · PROGRAMS (ADULT)	-225.00
TOTAL						-225.00
	Bill Pmt -Check	62478	12/21/2020	Petty Cash	L0225 · FLUSHING BANK - OPERATING	
	Bill	120220-adults	12/02/2020		6437A · PROGRAMS (ADULT)	-15.00
	Bill	120820 cpsd	12/08/2020		6437C · PROGRAMS (C&P)	-26.47
TOTAL						-41.47
	Bill Pmt -Check	62479	12/21/2020	Piper-Gebhard, Randi	L0225 · FLUSHING BANK - OPERATING	
	Bill	120320	12/03/2020		6437L · PROGRAMS (LIT)	-180.00
TOTAL						-180.00
	Bill Pmt -Check	62480	12/21/2020	Ray-Block Stationery Co. Inc.	L0225 · FLUSHING BANK - OPERATING	
	Bill	IN34440	08/14/2020		6439G · EQUIPMENT R & M (GEN)	-2.39
	Bill	IN37046	09/10/2020		6439G · EQUIPMENT R & M (GEN)	-54.06
	Bill	IN39784	10/14/2020		6439G · EQUIPMENT R & M (GEN)	-77.46
	Bill	IN42629	11/19/2020		6439G · EQUIPMENT R & M (GEN)	-106.05
	Bill	IN44528	12/09/2020		6439G · EQUIPMENT R & M (GEN)	-102.72
TOTAL						-342.68

Mastics Moriches Shirley Community Library

DECEMBER 21, 2020

WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	62481	12/21/2020	Recorded Books	L0225 · FLUSHING BANK - OPERATING	
Bill	76656745 dt 06/09/20	07/01/2020		6417A · VIDEOS (ADULT)	-99.00
Bill	76659404 dt 06/16/20	07/01/2020		6417A · VIDEOS (ADULT)	-280.20
Bill	76672128	07/10/2020		6417A · VIDEOS (ADULT)	-239.40
Bill	76706193	09/18/2020		6417A · VIDEOS (ADULT)	-82.20
TOTAL					<u>-700.80</u>
Bill Pmt -Check	62482	12/21/2020	Roeder, Kathy	L0225 · FLUSHING BANK - OPERATING	
Bill	112720a	11/27/2020		6437C · PROGRAMS (C&P)	-400.00
Bill	122720b	11/27/2020		6437C · PROGRAMS (C&P)	-400.00
TOTAL					<u>-800.00</u>
Bill Pmt -Check	62483	12/21/2020	Rosemar Costruction Inc.	L0225 · FLUSHING BANK - OPERATING	
Bill	20-203	11/19/2020		6452G · BLDG ALTERATION AND MAINT	-9,900.00
TOTAL					<u>-9,900.00</u>
Bill Pmt -Check	62484	12/21/2020	S&S Worldwide Inc.	L0225 · FLUSHING BANK - OPERATING	
Bill	IN100648790	11/13/2020		6437A · PROGRAMS (ADULT)	-137.59
TOTAL					<u>-137.59</u>

Mastics Moriches Shirley Community Library

DECEMBER 21, 2020

WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	62485	12/21/2020	Sandpebble Preconstruction Inc.	L0225 · FLUSHING BANK - OPERATING	
Bill	PostRef ProjReq 08	12/11/2020		7500 · BUILDING IMPROVEMENTS	-23,081.80
				7500 · BUILDING IMPROVEMENTS	-19,725.07
				7500 · BUILDING IMPROVEMENTS	-6,373.58
				7500 · BUILDING IMPROVEMENTS	-1,497.50
				7500 · BUILDING IMPROVEMENTS	-1,656.00
TOTAL					-52,333.95
Bill Pmt -Check	62486	12/21/2020	Schnupp, Jeanne	L0225 · FLUSHING BANK - OPERATING	
Bill	120320	12/03/2020		6437A · PROGRAMS (ADULT)	-100.00
TOTAL					-100.00
Bill Pmt -Check	62487	12/21/2020	Scott, Robert	L0225 · FLUSHING BANK - OPERATING	
Bill	111320	11/13/2020		6437C · PROGRAMS (C&P)	-295.00
Bill	120820a	12/08/2020		6437C · PROGRAMS (C&P)	-295.00
Bill	120820b	12/08/2020		6437A · PROGRAMS (ADULT)	-325.00
TOTAL					-915.00
Bill Pmt -Check	62488	12/21/2020	Searles Graphics, Inc.	L0225 · FLUSHING BANK - OPERATING	
Bill	18840	11/19/2020		6434G · PRINTING (GEN)	-6,881.00
TOTAL					-6,881.00
Bill Pmt -Check	62489	12/21/2020	Shattes, Krista	L0225 · FLUSHING BANK - OPERATING	
Bill	111920	11/19/2020		6437A · PROGRAMS (ADULT)	-100.00
TOTAL					-100.00

Mastics Moriches Shirley Community Library

DECEMBER 21, 2020

WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	62490	12/21/2020	South Shore Press, Inc.	L0225 · FLUSHING BANK - OPERATING	
	Bill	74027	11/25/2020		643765 · PROMOTION AND PUBLICITY	-3,375.00
TOTAL						-3,375.00
	Bill Pmt -Check	62491	12/21/2020	Sparling, Nicole S.	L0225 · FLUSHING BANK - OPERATING	
	Bill	111420	11/14/2020		6437C · PROGRAMS (C&P)	-75.00
TOTAL						-75.00
	Bill Pmt -Check	62492	12/21/2020	Staples Advantage	L0225 · FLUSHING BANK - OPERATING	
	Bill	8060146166	10/30/2020		6430G · OFFICE AND LIBRARY SUPPLIES	-264.50
					6430G · OFFICE AND LIBRARY SUPPLIES	-49.04
					6451G · CUSTODIAL SUPPLIES	-24.28
	Bill	8060386092	11/20/2020		6451G · CUSTODIAL SUPPLIES	-59.00
					6430G · OFFICE AND LIBRARY SUPPLIES	-23.24
	Bill	9060459552	11/27/2020		6430G · OFFICE AND LIBRARY SUPPLIES	-264.50
					6430G · OFFICE AND LIBRARY SUPPLIES	-89.18
	Bill	8060534802	12/04/2020		6451G · CUSTODIAL SUPPLIES	-42.34
					6451G · CUSTODIAL SUPPLIES	-196.03
					6437L · PROGRAMS (LIT)	-50.07
					6430G · OFFICE AND LIBRARY SUPPLIES	-28.01
TOTAL						-1,090.19
	Bill Pmt -Check	62493	12/21/2020	Suffolk Cooperative Library System	L0225 · FLUSHING BANK - OPERATING	
	Bill	84247 TitleSource360	11/20/2020		6411A · MICRO/REF CD (ADULT)	-735.67
					6411N · MICRO/REF CD (TEEN)	-735.66
					6419T · SOFTWARE (TECH)	-735.67
TOTAL						-2,207.00

Mastics Moriches Shirley Community Library

DECEMBER 21, 2020

WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	62494	12/21/2020	Swan Bakery	L0225 · FLUSHING BANK - OPERATING	
	Bill	121420	12/14/2020		6437C · PROGRAMS (C&P)	-975.00
TOTAL						-975.00
	Bill Pmt -Check	62495	12/21/2020	Tank Me Later, LLC	L0225 · FLUSHING BANK - OPERATING	
	Bill	1323	11/27/2020		6452G · BLDG ALTERATION AND MAINT	-225.00
TOTAL						-225.00
	Bill Pmt -Check	62496	12/21/2020	Thermal Solutions, Inc.	L0225 · FLUSHING BANK - OPERATING	
	Bill	101928	11/02/2020		6452G · BLDG ALTERATION AND MAINT	-630.00
TOTAL						-630.00
	Bill Pmt -Check	62497	12/21/2020	True Nature Landscaping Inc.	L0225 · FLUSHING BANK - OPERATING	
	Bill	16596	10/28/2020		6452G · BLDG ALTERATION AND MAINT	-270.00
TOTAL						-270.00
	Bill Pmt -Check	62498	12/21/2020	UPS - NYS OGS	L0225 · FLUSHING BANK - OPERATING	
	Bill	000004486A470	11/21/2020		6433G · POSTAGE	-5.11
TOTAL						-5.11
	Bill Pmt -Check	62499	12/21/2020	Vergara, Josmary A.	L0225 · FLUSHING BANK - OPERATING	
	Bill	120220	12/02/2020		6437L · PROGRAMS (LIT)	-128.25
TOTAL						-128.25

Mastics Moriches Shirley Community Library

DECEMBER 21, 2020

WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	62500	12/21/2020	W. B. Mason Co., Inc.	L0225 · FLUSHING BANK - OPERATING	
Bill	215526701	11/13/2020		6430G · OFFICE AND LIBRARY SUPPLIES	-29.50
Bill	215997875	12/02/2020		6430G · OFFICE AND LIBRARY SUPPLIES	-22.20
Bill	216123087	12/07/2020		6430G · OFFICE AND LIBRARY SUPPLIES	-5.99
Bill	216129861	12/07/2020		6437C · PROGRAMS (C&P)	-20.84
TOTAL					<u>-78.53</u>
Bill Pmt -Check	62501	12/21/2020	William Floyd High School Yearbook	L0225 · FLUSHING BANK - OPERATING	
Bill	2021 WFHS Yearbook	11/30/2020		6410A · BOOKS (ADULT)	-220.00
TOTAL					<u>-220.00</u>
Bill Pmt -Check	62502	12/21/2020	Winters Bros. Hauling of LI, LLC	L0225 · FLUSHING BANK - OPERATING	
Bill	001825096	11/30/2020		6432G · CARTAGE	-285.00
TOTAL					<u>-285.00</u>
				TOTAL	-119,609.67

I hereby certify that at a meeting on December 21, 2020
the above vouchers were approved and authorized.

Signed: _____

Mastics Moriches Shirley Community Library

November 27, 2020

Payroll Benefits Warrant

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	EFT	11/27/2020	1099 NYS Employees' Retirement System	L0226 · FLUSHING BANK - PAYROLL	
Bill	11272020	11/27/2020		L0163 · RC ERS CONTRIBUTIONS	\$ (2,096.22)
				L0161 · RL - ERS LOAN	\$ (2,184.00)
				L0160.1 · MA - ERS ARREARS (MANDATORY)	\$ (211.06)
TOTAL					\$ (4,491.28)
Bill Pmt -Check	6622	11/27/2020	1094 The NYS Deferred Compensation Plan	L0226 · FLUSHING BANK - PAYROLL	
Bill	11272020	11/27/2020		L0173 · 457B NYS DEFERRED COMP	\$ (1,749.57)
TOTAL					\$ (1,749.57)
Bill Pmt -Check	6623	11/27/2020	1095 Met Life	L0226 · FLUSHING BANK - PAYROLL	
Bill	11272020	11/27/2020		L0171 · 403B MET LIFE	\$ (2,593.00)
TOTAL					\$ (2,593.00)
Bill Pmt -Check	6624	11/27/2020	1096 Prudential	L0226 · FLUSHING BANK - PAYROLL	
Bill	11272020	11/27/2020		L0172 · 403B PRUDENTIAL	\$ (100.00)
TOTAL					\$ (100.00)
Bill Pmt -Check	6625	11/27/2020	1115 AFLAC	L0226 · FLUSHING BANK - PAYROLL	
Bill	594908	11/27/2020		L0625 · AFLAC PRE-TAX	\$ (2,866.86)
				L0626 · AFLAC POST-TAX	\$ (225.96)
TOTAL					\$ (3,092.82)
Bill Pmt -Check	6626	11/27/2020	CSEA Employee Benefit Fund	L0226 · FLUSHING BANK - PAYROLL	
Bill	11272020	11/27/2020		L0510 · CSEA POST TAX DENTAL	\$ (110.14)
				L0520 · CSEA POST TAX VISION	\$ (4.71)
TOTAL					\$ (114.85)
Bill Pmt -Check	6627	11/27/2020	CSEA, Inc.	L0226 · FLUSHING BANK - PAYROLL	
Bill	11272020	11/27/2020		L0500 · CSEA UNION DUES	\$ (2,150.14)
TOTAL					\$ (2,150.14)

Mastics Moriches Shirley Community Library
November 27, 2020
Payroll Benefits Warrant

Bill Pmt -Check	6628	11/27/2020	1114 Hartford Insurance Company	L0226 · FLUSHING BANK - PAYROLL	
Bill	411011966325	11/27/2020		L0196 · LONG TER	\$ (148.00)
				9055 · DISABILTY INSURANCE	\$ (1,514.40)
TOTAL					<u>\$ (1,662.40)</u>
					\$ (15,954.06)

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
December 11, 2020
Payroll Benefits Warrant

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	6629	12/11/2020	1094 The NYS Deferred Compensation Plan	L0226 · FLUSHING BANK - PAYROLL	
TOTAL	Bill	12112020	12/11/2020		L0173 · 457B NYS DEFERRED COMP	\$ (2,460.86)
						<u>\$ (2,460.86)</u>
	Bill Pmt -Check	6630	12/11/2020	1095 Met Life	L0226 · FLUSHING BANK - PAYROLL	
TOTAL	Bill	12112020	12/11/2020		L0171 · 403B MET LIFE	\$ (2,593.00)
						<u>\$ (2,593.00)</u>
	Bill Pmt -Check	6631	12/11/2020	1096 Prudential	L0226 · FLUSHING BANK - PAYROLL	
TOTAL	Bill	12112020	12/11/2020		L0172 · 403B PRUDENTIAL	\$ (100.00)
						<u>\$ (100.00)</u>
	Bill Pmt -Check	6632-6644	12/11/2020	Medicare Reimbursement Payments	L0226 · FLUSHING BANK - PAYROLL	
TOTAL	Bill	12112020	12/11/2020		9060 · MEDICAL INSURANCE	\$ (3,006.45)
						<u>\$ (3,006.45)</u>
	Bill Pmt -Check	6645	12/11/2020	CSEA Employee Benefit Fund	L0226 · FLUSHING BANK - PAYROLL	
TOTAL	Bill	12082020	12/11/2020		L0510 · CSEA POST TAX DENTAL	\$ (110.14)
					L0520 · CSEA POST TAX VISION	\$ (4.71)
						<u>\$ (114.85)</u>
	Bill Pmt -Check	6646	12/11/2020	CSEA, Inc.	L0226 · FLUSHING BANK - PAYROLL	
TOTAL	Bill	12112020	12/11/2020		L0500 · CSEA UNION DUES	\$ (2,178.21)
						<u>\$ (2,178.21)</u>
						\$ (10,453.37)

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

Signed: _____
Title: Secretary

November 2020 Statistics At-A-Glance

Programming

32 Virtual & In-Person Program Sessions

4,900 Views/Active Participants in these programs

Computers

882 MMSCL Resident Logins

290 Visitor Logins

34 Mac Lab Logins

1,206 Total Computer Logins

Reference & Information Questions

772 Reference Questions

1,123 Information Inquiries

1,895 Total Questions

The great staff of the Mastics-Moriches-Shirley Community Library came together and adopted two local families in the community through Colonial Youth and Family Services. The heartwarming generosity of the employees was in abundance this year more than ever. Every single item that was on the two families' wish list was donated, and we collected over \$400 in cash and gift cards. Considering the tumultuous year we had, it was wonderful to see everyone chipping in and asking how they could help. Departments worked together and purchased some of the big ticket items like a doll house and easy bake oven. The donation boxes were overflowing with clothes, toys and edible goods. We were even able to take some of the extra items to the local food pantry. We thank everyone for their outpouring support of the other families in our community! Way to go MMSCL!

We are continuing to try and find ways to offer meaningful and community driven programming and services. There will be limited in-person programs, such as appointments with our Career Counselor, our Genealogist and SCORE small business counseling. Bethpage Federal Credit Union will be offering our senior patrons virtual tax appointments starting in February. While we imagine this will be a difficult program for some to navigate, we are hopeful that by at least offering it virtually will be helpful to some. Additionally, librarians Tara Moran, Alexandra Kaloudis and myself are working on launching a "Shelf Match" online service. This catchy phrase and idea is already being used in other libraries around the county. Patrons will be able to access an online form and give us a general idea of genres they are interested in and also authors and/or content they don't like. We will then surprise them with a book bundle that will be a shelf match to their wishlist!

United States Citizenship

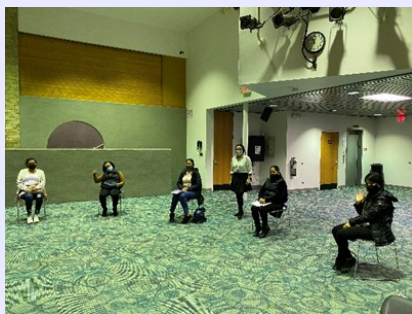
United States Citizenship and Immigration Services (USCIS) announced a revised civics portion of the naturalization test as part of a decennial update. The civics test measures applicants' knowledge of American history, government, and civic values. The new test is in effect as of December 1, 2020 (applicants prior to 12/1/20 will take the old version). The update includes 128 potential civics questions that have increased significantly in complexity; applicants must answer 12 out of 20 correctly (previously 100 questions, 6 out of 10 correct). The reading and writing sections as well as the N400 application have not changed. In addition, the application fee for citizenship is set to increase by 80%, however, a preliminary injunction was granted by a judge so the new fee has not gone into effect yet.

MMSCL's Citizenship Preparation Program was originally going to be included in the nationwide pilot program for the new test. Unfortunately, it did not happen due to Covid-19. Nevertheless, instructor Ms. Ivette and the students are adapting to the change and learning the new material. Pictured, our newest citizenship recipient, Rosa, on the day she recently took her Oath of Allegiance.



Conversation Class

During the month of November, the Literacy Department offered 47 class sessions for morning and evening students. Classes were attended 449 times. Excitingly, these statistics include a few sessions of in-person conversation classes with safety measures in place. Instructors and students are happy to be back! Our fall session of classes is wrapping up and we will resume mid-January with virtual classes, conversation classes, and a new offering of a Family Literacy Toddler Hour.



I Am Thankful

Adult learners practiced their writing skills by creating pieces titled "I Am Thankful." Their thoughts and sentiments were profound which made their writing perfect to share. Even in uncertain times, there is a lot to be thankful for. Many of the students shared their gratitude for the library and Literacy Department. We turned their writing into a video which we shared on Thanksgiving.

Watch the video on our YouTube channel with this link:
<https://youtu.be/F1qUjjKdMIw>



Monthly Statistics for November

Digital Attendance: 435 adults

Digital Sessions: 43

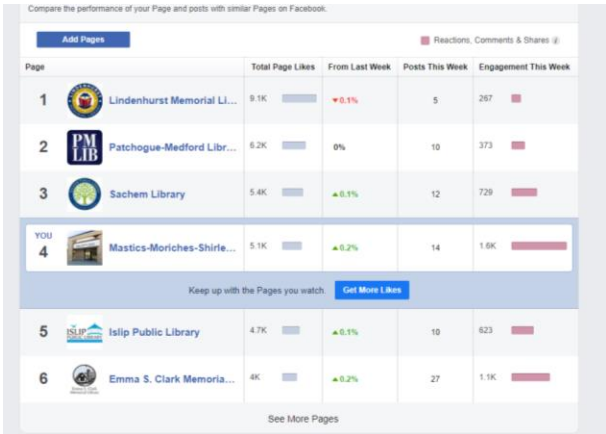
In person Attendance: 14

In person Sessions: 4

December 2020

Compiled by: Stephen Burg

Over the past month, the Digital Services Department has continued manage the library's social media accounts. We continue to manage and coordinate online programing being produced by all departments along with all other standard social media post. We continue to out preform similar libraries in engagement. This show the high quality of content being produced.



Equipment Circulation in November 2020	CHKOUTS	RENEWALS
Unique Item 3 (Item C) Hotspots and Chromecasts	13	16
Unique Item 4 (Item C) Go Pro and iPads	3	1

Digital services September Stats

Facebook	
page views	1134
post reach	18240
Engagement	5713
Instagram	
reach	1122
Impressions	2671
Followers	2877
YouTube	November
views	1310
Chat/Text Ref	
text/email	57
overdrive	
ebooks	3546
audio books	1344
flipster	
online views	263
Freegal	
downloads	412
streamed	2026
both:	2438
Hoopla	
new patrons	9
check outs	524
Kanopy	
downloads	105
HOOPLA + KANOPY:	629
Web page	
page views	789

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