

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

May 24, 2021

7:00 PM

AGENDA

- I. CALL TO ORDER**
PLEDGE OF ALLEGIANCE

PERIOD OF PUBLIC EXPRESSION

- II. APPROVAL OF MINUTES**

- III. SCHEDULE OF CLAIMS**

1. OPERATING FUND

- IV. FINANCIAL REPORTS**

- V. DIRECTOR'S REPORT**

- VI. ASSISTANT DIRECTOR'S REPORT**

- VII. BUSINESS MANAGER'S REPORT**

- VIII. UNFINISHED BUSINESS**

- IX. NEW BUSINESS**

AGENDA

May 24, 2021

- 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. DESIGNATION OF FUNDS
- E. COLLECTIVE BARGAINING AGREEMENT
- F. MEMEORANDUM OF AGREEMENT – MINIMUM WAGE
- G. NYS ANNUAL REPORT FOR PUBLIC LIBRARIES – 2020
- H. NYS OFFICE OF PARKS LETTER OF RESOLUTION
- I. LIBRARY RE-OPENING PLAN & CENTERS FOR DISEASE CONTROL UPDATED COVID-19 GUIDANCE

X. EXECUTIVE SESSION

XI. ADJOURNMENT

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

June 28, 2021 @ 7:00PM

DRAFT - UNAPPROVED

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

MINUTES OF APRIL 26, 2021 BOARD MEETING

*****MEETINGS HELD REMOTELY*****
(In accordance with NYS Executive Order 202)

Present were Trustees Maiorana, Dubois, Furnari, Gross, Marks, **PRESENT**
Director Rosalia, Assistant Director D'Amato, Business Manager
Nowak, and Secretary Stirber. Victor Canseco was also in attendance.

Motion by Gross, second by Dubois, to accept the minutes of the March **APPROVAL OF**
29, 2021 meeting of the Board of Trustees. Carried 5-0 **MINUTES**

Motion by Dubois, second by Gross, to accept the minutes of the April
2, 2021 meeting of the Board of Trustees. Carried 5-0.

Motion by Dubois, second by Gross, to approve the following Operating **SCHEDULE OF**
Fund Schedule of Claims dated 04/26/2021. Carried 5-0. **CLAIMS**

Motion by Dubois, second by Gross, to approve the Operating Financial **FINANCIAL**
Report for March 2021. Carried 5-0. **REPORTS**

Motion by Dubois, second by Gross to approve the Capital Fund
Financial Report for March 2021. Carried 5-0.

The Director began her report talking about how the library is getting **DIRECTOR'S**
busier moving closer into Spring and reported that we are continuing to **REPORT**
work toward maintaining healthy situations for everyone. The
quarantine period for returned materials has been shortened to one day
allowing the materials to be consolidated into smaller rooms. The
Director informed the board that we have started in-person
programming and we are adhering to current mandates including
smaller numbers of attendees and allowing space for social distancing.
She mentioned we are continuing with the virtual programs as well. She
also reported that we are working on hybrid programs where in-person
programs can be broadcast out to at home patrons, and we are planning
to expand our programming in late spring into summer. We do not have
specific details yet on summer programs but in the meantime, residents
can check our online program calendar, as well check our newsletter

DRAFT - UNAPPROVED

which is mailed and available online. We also have email blasts notifying patrons that have provided an email of upcoming events and programs. The Director reported this is all good news, as we head toward an increase in in-person programming. She mentioned that the library is open, and seating is available and there are no restrictions on numbers in and out of the building at this time. She reported that with less restrictions we recently permitted outside organizations to hold two events here using our meeting rooms, a sports registration, and a coaches meeting. We will continue to adhere to social distancing rules.

She reported that staff is doing a great job cross training and moving to different departments due to the recent departure of key staff. She mentioned that staff is filling in for and covering for each other and it has been nice to see.

She reported that she continues to spend most of her time working on the building project behind the scenes. She hopes that the next news will be that we are planning a groundbreaking photo op. She mentioned that we received good news from the NYS Education Department via email that the board building committee will report on later in the meeting.

The Director reported that money is becoming available from New York State to the counties to provide electric car charging stations to libraries. The charging stations will possibly be used by residents during the day and county employees at night. She participated in a conference call with library directors, and she reported that with our new facilities we are interested in participating in this collaborative effort. Trustee Maiorana asked who pays for the electric for this. Director Rosalia responded that although the details have not been released yet the assumption is that similar to other charging stations the individuals using the stations would pay.

Director Rosalia reported that she has been working on a letter for the board to communicate with the federal government on funding that has been approved for local libraries. The letter will be made available so the employees and the public can write directly to their local representatives. This funding is usually dispersed statewide for projects and not locally.

Some bad news to report is that the compressor for air conditioning above the Children's Department is broken. This means as the temperature outside gets warmer so does the space inside. Due to Covid shortages there is a delay on receiving parts. As soon as they are received the unit will be repaired.

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The Assistant Director reported that she is currently working with Kerri Rosalia on updated building project information communications to various constituents. The focus is on local law makers and making sure they are up to date on the building project. She is preparing a letter to state and federal representatives providing them with an update on all aspects of the project, including most importantly the unfunded parts, being the empty park across the Mastic Beach Branch and the Little Red Schoolhouse.

ASSISTANT DIRECTOR'S REPORT

The Assistant Director reported that the trustees should have received an invitation to be part of a library project tour with Senator Weik. She stated that two trustees will be attending and understands that the tour was originally scheduled for a Friday in the late afternoon, but the Senator had to reschedule due to caring for a family member so the tour will be held May 4th at 11:00am.

She reported that patrons are back in the building for in-person programming. She reported that the takeaway kits have become a wonderful addition that we will continue to provide going forward. She explained that the kits are high quality and educational art and science projects that community members come into the building to pick-up but take home and complete.

The departments are currently working on summer programs. The June newsletter will be available the third week of May and will have more details about upcoming programs. Everyone is focused on outdoor programs since the weather is getting warmer. A popular CPSD program "messy meetup" is a new way to meet outside in local parks and do explorative programs with learning and music. She anticipates having the full summer schedule available in 2-3 weeks.

The Business Manager reported that the time spent on Covid related matters is on the decline. The daily instances of dealing with staff out on quarantine and the management of staff returning from quarantine, the issuing of the letters and the tracking has slowed. He reported that we are spending a tremendous amount of time navigating the voluntary separation agreements. The first phase was a big success. It was broken into two phases so that in the second phase we could expand the population of people that qualify for the agreement. In March we worked through all people that could potentially opt in for the first round. He reported the processes went very well. For the second phase we do not expect as many people to participate. Working through these phases requires a tremendous amount of work to determine eligibility and to put the package together.

BUSINESS MANAGER'S REPORT

DRAFT - UNAPPROVED

The Business Manager informed the board that this month we saw the annual mandated workplace violence and harassment trainings take place. All staff were required to complete online webinars and pass the quizzes at the end of training. The responsibility to complete this process spread across multiple departments, including the digital services department who is responsible for issuing the evites and getting information to staff and the business office who gather the evidence of trainings and file in the employee files. He reported that the process went well with partnering with the library system and completing through a third party.

The Business Manager continued with a facilities update. We have our annual SCWA test that we must perform at the main library. He reported that we had an issue in the past two weeks with the fire alarm system. We had upgraded our network firewall which is a large undertaking and in doing so some of our communication parts that the fire alarm system uses to communicate with the outside were inadvertently taken offline and had to be reconfigured for the new fire wall. The system is never offline but we did have to do some troubleshooting.

He reported that in the month of March we collected another \$240,000 in property tax receipts from the school district. We are working through the attorneys with the school district to get their final sign off on the NYS tax filing that is required because we are granting the easement to the school district for the Mastic Beach Branch.

This month we saw a rebid of the work for the demolition at Mastic Beach and on Friday (April 23rd) we opened the five bids we received and Sandpebble put together the leveling sheet.

Motion by Dubois, second by Gross, to approve the CS-150 reports with the Director's recommended personnel changes. Carried 5-0.

**PERSONNEL
CHANGES**

Michael Dubois reported that we received an email from our New York State Education Dept. Project Manager that the building permit has been approved for Mastic Beach and we will receive a copy shortly. He also reported that for 369 Neighborhood Rd the demolition bids were opened on April 23rd. He expects that once the bid is awarded that the demolition will begin in 30 days. He informed the board that Kerri Rosalia contacted Dan Panico again about demolition of buildings at 366 Neighborhood Rd. The library provided the town's legal department with asbestos and sanitary system reports and they are developing a cost estimate for the project. He also reported that we are

**BUILDING
COMMITTEE
REPORT**

DRAFT - UNAPPROVED

pursuing a grant through Assemblyman DeStefano and the Town of Brookhaven Highway Department. He hopes to conduct a site visit in Mastic Beach next week to review the application and the scope of work.

Mike Dubois continued with an update on the Moriches Branch. A draft alternative analysis and videos were submitted to the State Historic Preservation Office (SHPO) last week for initial review and comment. The library is requesting to permission demo the Quonset huts. All resources are needed for the restoration of the Little Red Schoolhouse which is the important asset on the site. The SHPO approval could delay the start of construction for 1-3 months.

He reported that Kerri will schedule further discussions with Munistat, our bond representative company to plan for bonds required to build the branches.

The building committee is going to recommend to the board approval of a motion to authorize the Library Director to put out to public bid all work related to the Mastic Beach Branch as it arises in the project timeline. This is for proposal solicitation only, and not for the awarding of work. To keep the board informed Kerri will cc all board members on the newspaper legal notices when they go out.

He reminded the public that all bids are listed on the library website and published in the legal newspapers, the South Shore Press and The Advance. Local contractors are strongly encouraged to submit bids and members of the community can help by referring contractors in the area to our web page buildinginfo.communitylibrary.org/bids.

Motion by Furnari, second by Dubois, to approve the renewal of the annual HVAC systems service agreement with Thermal Solutions, Inc. at the rate of \$2,336.25 per quarter. Carried 5-0. **CONTRACTS/
RENEWALS**

Motion by Gross, second by Dubois, to approve the agreement with Townline Security Systems to perform the mandated fire alarm system testing at the main library facility at a cost of \$1,500.00 per test. Carried 5-0.

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Motion by Gross, second by Dubois, to authorize the Library Director to put individual projects out to public bid as advised by the library's construction project management firm. This specific authorization is for projects related to the construction and renovation of the Mastic Beach Branch of the Mastics-Moriches-Shirley Community Library. Carried 5-0

**MASTIC BEACH
BRANCH
AUTHORIZATION
TO BID**

Motion by Furnari, second by Dubois, to move into Executive Session at 7:33 pm to discuss a contractual matter. Carried 5-0.

**EXECUTIVE
SESSION**

Motion by Furnari, second by Marks, to leave Executive Session and re-enter the public session at 8:15 pm. Carried 5-0.

Motion by Dubois, second by Gross, to accept the low bid of All-Boro Inc. in the amount of \$81,620.88, plus the Alternate #1 for HVAC Removals at the cost of \$5,969.54, for a total contract price of \$87,590.42 for the Contract for Selective Interior Demolition at the Mastics-Moriches-Shirley Community Library Mastic Beach Annex. The Library Board reserves the right to accept remaining alternates as needed for construction. Carried 5-0.

**MASTIC BEACH
INTERIOR
DEMOLITION
BIDS**

Motion by Furnari, second by Dubois, to adjourn the meeting at 8:20pm. Carried 5-0.

ADJOURNMENT

Respectfully submitted by,

Madeline Stirber, Secretary

**MASTICS-MORICHES-SHIRLEY COMMUNITY
LIBRARY**

OPERATING FUNDS FINANCIAL REPORTS

(PROFIT & LOSS OVERVIEW AND OPERATING ACCOUNTS)

APRIL 2021

PREPARED & SUBMITTED BY:

**CHRISTOPHER NOWAK
BUSINESS MANAGER**

MMSCL
Operating Funds Monthly Report
April 2021

PURPOSE	BALANCE FORWARD	DEPOSITS	DISBURSEMENTS	INTEREST	ENDING BALANCE
MONEY MARKET	\$ 4,641,633.66	\$ 112,298.31	\$ 1,009,292.21	\$ 979.23	\$ 3,745,618.99 *
CREDIT CARD M.M.	\$ 408,566.43	\$ 458.98	\$ 158.79	\$ 87.34	\$ 408,953.96 *
OPERATING	\$ 222,855.53	\$ 203,355.09	\$ 190,764.42	\$ 30.60	\$ 235,476.80 *
PAYROLL	\$ 278,464.07	\$ 814,058.65	\$ 1,056,312.99	\$ -	\$ 36,209.73 *

\$ 4,426,259.48

PURPOSE	MATURITY DATE	TERM	RATE	BALANCE
Denitrification System	Sept. 2021	12 Months	0.30%	\$ 14,350.00

TOTAL INVESTMENTS: **\$ 14,350.00**

TOTAL CASH & INVESTMENTS: \$ 4,440,609.48

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Profit & Loss Budget Overview

July 2020 through April 2021

												TOTAL	
												Budget	\$ Over Budget
Ordinary Income/Expense													
Income													
2000 · PROPERTY TAX REVENUES	0.00	0.00	0.00	0.00	0.00	0.00	4,281,436.31	1,235,029.71	240,672.45	107,669.26	5,864,807.73	9,578,000.00	-3,713,192.27
2082 · FINES AND FEES	93.33	50.88	83.96	314.50	60.89	99.97	375.38	263.78	171.72	599.20	2,113.61	1,000.00	1,113.61
2360 · CONTRACTS WITH OTHER LIBR.	255,521.37	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	255,521.37	255,000.00	521.37
2401 · INTEREST	1,566.72	1,922.80	1,187.53	1,002.98	383.77	447.79	641.40	852.36	1,371.05	1,429.72	10,806.12	35,000.00	-24,193.88
2450 · COMMISSIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	178.27	0.00	0.00	178.27		
2650 · SALES OF EXCESS MATERIAL	-27.00	5.00	16.00	16.00	16.00	12.00	2.10	18.00	17.00	19.00	94.10		
2670 · SALES OF BOOKS	0.00	0.00	452.39	0.00	175.44	0.00	0.00	0.00	0.00	0.00	627.83		
2690 · OTHER COMPENSATION	0.00	0.00	0.00	563.50	0.00	0.00	0.00	0.00	0.00	0.00	563.50		
2705 · GIFTS AND DONATIONS	0.00	0.00	0.00	0.00	0.00	3.00	0.00	0.00	0.00	500.00	503.00		
2760 · SYSTEM & STATE AID	0.00	0.00	0.00	10,254.22	0.00	0.00	0.00	1,139.37	0.00	2,848.41	14,242.00	15,000.00	-758.00
2770 · UNCLASSIFIED REVENUE	0.00	0.00	3.50	14.10	0.00	0.00	4.60	14.40	5.69	0.00	42.29		
2771 · COPIER REVENUE - CONTRACT (R)	230.70	365.94	756.10	915.65	643.75	462.95	1,341.05	749.98	945.15	849.65	7,260.92	15,000.00	-7,739.08
2771A · COPIER REVENUE - INHOUSE (N)	0.00	0.00	0.00	0.00	0.00	0.00	226.16	0.00	65.00	268.00	559.16		
2772 · READER-PRINTER REVENUE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	-10,000.00
2772A · ADULT-ADULT PRINTER	150.00	51.00	213.00	162.00	117.00	124.00	421.52	159.00	211.00	266.00	1,874.52		
2800 · PROGRAM RECEIPTS													
2805 · Program Receipts - Adult	-198.50	0.00	0.00	117.00	13.00	91.00	104.00	434.00	404.00	244.00	1,208.50		
2820 · Venue Resales	220.00	340.00	280.00	40.00	200.00	-1,860.00	600.00	360.00	340.00	-2,660.00	-2,140.00		
2800 · PROGRAM RECEIPTS - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,000.00	-15,000.00
Total 2800 · PROGRAM RECEIPTS	21.50	340.00	280.00	157.00	213.00	-1,769.00	704.00	794.00	744.00	-2,416.00	-931.50	15,000.00	-15,931.50
2999 · Lost Books	7.95	0.00	12.99	0.00	10.00	92.98	201.35	0.00	0.00	0.00	325.27		
Total Income	257,564.57	2,735.62	3,005.47	13,399.95	1,619.85	-526.31	4,285,353.87	1,239,198.87	244,203.06	112,033.24	6,158,588.19	9,924,000.00	-3,765,411.81
Gross Profit	257,564.57	2,735.62	3,005.47	13,399.95	1,619.85	-526.31	4,285,353.87	1,239,198.87	244,203.06	112,033.24	6,158,588.19	9,924,000.00	-3,765,411.81
Expense													
6000 · SALARIES AND WAGES													
6141 · PROFESSIONAL SALARIES													

	TOTAL												
	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21	Apr 21	Jul '20 - Apr 21	Budget	\$ Over Budget
6141A · PROFESSIONAL (ADULT)	38,251.44	38,674.63	38,541.29	58,751.84	39,752.34	41,955.98	38,876.23	37,983.57	38,289.05	76,746.07	447,822.44	581,361.00	-133,538.56
6141C · PROFESSIONAL (C&P)	32,029.40	32,309.36	32,591.33	49,844.63	33,469.15	35,090.37	34,287.72	26,278.74	26,007.85	99,350.01	401,258.56	473,285.00	-72,026.44
6141D · PROFESSIONAL (DIGITAL)	12,247.30	13,045.93	13,201.94	19,920.63	13,440.38	13,551.71	12,693.90	13,280.42	13,493.70	19,574.05	144,449.96	232,586.00	-88,136.04
6141N · PROFESSIONAL (TEEN)	21,665.81	21,449.47	21,996.44	33,781.38	22,600.89	23,777.05	22,868.44	22,933.85	23,644.61	50,122.65	264,840.59	285,504.00	-20,663.41
6141S · COMM SERV LIBR (SVC)	8,531.84	8,634.22	8,736.60	13,104.90	8,736.60	8,736.60	8,836.60	8,736.60	8,736.60	13,104.90	95,895.46	113,132.00	-17,236.54
6141T · PROFESSIONAL (TECH)	9,376.19	9,315.87	9,434.95	13,585.71	8,888.23	9,765.40	9,776.65	9,622.88	9,571.63	14,259.20	103,596.71	156,218.00	-52,621.29
Total 6141 · PROFESSIONAL SALARIES	122,101.98	123,429.48	124,502.55	188,989.09	126,887.59	132,877.11	127,339.54	118,836.06	119,743.44	273,156.88	1,457,863.72	1,842,086.00	-384,222.28
6142 · CLERICAL SALARIES													
6142A · CLERICAL (ADULT)	15,769.71	15,772.67	14,116.40	21,229.87	14,528.35	15,262.09	14,054.49	14,087.66	13,493.13	68,120.44	206,434.81	321,100.00	-114,665.19
6142C · CLERICAL (C&P)	25,332.21	24,843.59	24,425.02	33,242.96	21,482.00	23,632.31	20,488.32	21,147.39	39,046.90	174,349.96	407,990.66	378,013.00	29,977.66
6142D · CLERICAL (DIGITAL)	5,919.02	5,980.97	6,045.80	9,123.97	6,363.45	6,752.73	5,325.48	6,116.74	6,344.99	9,926.59	67,899.74	54,387.00	13,512.74
6142G · CLERICAL (GEN)	9,000.22	9,077.36	9,303.99	13,760.14	9,224.44	9,498.52	9,490.65	9,233.71	9,379.08	14,494.63	102,462.74	118,695.00	-16,232.26
6142L · CLERICAL (LIT)	13,945.32	14,819.18	13,993.95	23,004.03	15,456.87	16,574.40	15,632.57	15,271.02	15,203.17	23,042.87	166,943.38	193,945.00	-27,001.62
6142N · CLERICAL (TEEN)	4,515.54	4,974.71	5,322.60	7,091.57	4,607.95	5,968.33	4,763.44	4,224.35	3,680.89	6,365.73	51,515.11	76,376.00	-24,860.89
6142R · CLERICAL (CIRC)	16,129.47	16,287.57	16,038.16	23,279.40	15,465.66	17,246.30	17,841.90	14,483.10	13,412.62	89,825.94	240,010.12	227,067.00	12,943.12
6142S · CLERICAL (SVC)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6142T · CLERICAL (TECH)	7,952.03	8,198.64	7,793.47	11,543.09	9,607.76	8,576.01	7,112.90	9,310.63	8,837.56	127,576.74	206,508.83	107,864.00	98,644.83
6142X · CLERICAL (WIRES)	1,966.31	2,030.24	1,929.29	2,932.63	1,993.23	2,794.06	1,464.16	1,928.65	1,569.49	2,519.51	21,127.57	23,410.00	-2,282.43
Total 6142 · CLERICAL SALARIES	100,529.83	101,984.93	98,968.68	145,207.66	98,729.71	106,304.75	96,173.91	95,803.25	110,967.83	516,222.41	1,470,892.96	1,500,857.00	-29,964.04
6143 · PAGE SALARIES													
6143A · PAGE (ADULT)	13,926.25	14,408.19	13,238.25	21,660.55	15,471.70	17,817.61	14,117.82	14,010.69	29,761.27	17,631.25	172,043.58	223,948.00	-51,904.42
6143C · PAGE (C&P)	13,005.46	13,160.97	13,337.88	21,075.67	14,336.40	17,231.77	12,008.32	13,104.29	12,544.75	38,141.00	167,946.51	167,964.00	-17.49
6143G · PAGE (GEN)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6143L · PAGE (LIT)	598.00	789.30	736.68	858.00	854.75	993.79	767.00	412.75	682.50	1,140.75	7,833.52	8,268.00	-434.48
6143N · PAGE (TEEN)	871.00	955.37	926.25	1,215.50	695.50	1,010.50	663.00	676.00	708.50	1,183.00	8,904.62	14,191.00	-5,286.38
6143R · PAGE (CIRC)	1,846.00	1,839.50	1,847.63	3,186.63	2,653.63	3,091.91	1,824.03	2,539.88	2,392.00	3,396.25	24,617.46	37,251.00	-12,633.54
6143T · PAGE (TECH)	312.00	195.00	312.00	838.50	689.00	631.10	553.00	234.00	131.82	0.00	3,896.42	40,628.00	-36,731.58
Total 6143 · PAGE SALARIES	30,558.71	31,348.33	30,398.69	48,834.85	34,700.98	40,776.68	29,933.17	30,977.61	46,220.84	61,492.25	385,242.11	492,250.00	-107,007.89
6144 · CUSTODIAL													
6144G · CUSTODIAL	16,305.02	15,988.49	16,439.18	27,928.78	20,205.50	20,751.01	18,278.58	18,278.60	38,855.12	27,130.23	220,160.51	254,164.00	-34,003.49
Total 6144 · CUSTODIAL	16,305.02	15,988.49	16,439.18	27,928.78	20,205.50	20,751.01	18,278.58	18,278.60	38,855.12	27,130.23	220,160.51	254,164.00	-34,003.49

												TOTAL	
	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21	Apr 21	Jul '20 - Apr 21	Budget	\$ Over Budget
6145 · SECURITY													
6145G · SECURITY	16,555.08	16,285.40	17,274.59	29,594.07	21,055.96	19,821.17	18,399.28	17,840.74	19,572.52	61,145.16	237,543.97	251,558.00	-14,014.03
Total 6145 · SECURITY	16,555.08	16,285.40	17,274.59	29,594.07	21,055.96	19,821.17	18,399.28	17,840.74	19,572.52	61,145.16	237,543.97	251,558.00	-14,014.03
6146 · TECHNICIAN													
6146W · TECHNICAL (WIRES)	7,820.86	7,878.03	7,905.17	12,048.33	8,235.50	8,456.11	8,578.77	8,184.68	8,226.26	12,163.83	89,497.54	132,452.00	-42,954.46
Total 6146 · TECHNICIAN	7,820.86	7,878.03	7,905.17	12,048.33	8,235.50	8,456.11	8,578.77	8,184.68	8,226.26	12,163.83	89,497.54	132,452.00	-42,954.46
6147 · ADMINISTRATIVE													
Total 6147 · ADMINISTRATIVE	30,298.19	22,875.62	23,146.88	34,720.32	23,146.88	23,146.88	23,146.88	23,146.88	23,146.88	34,720.32	261,495.73	396,634.00	-135,138.27
Total 6000 · SALARIES AND WAGES	324,169.67	319,790.28	318,635.74	487,323.10	332,962.12	352,133.71	321,850.13	313,067.82	366,732.89	986,031.08	4,122,696.54	4,870,001.00	-747,304.46
6200 · EMPLOYEE BENEFITS													
9010 · RETIREMENT	0.00	0.00	0.00	0.00	0.00	576,025.00	0.00	0.00	0.00	0.00	576,025.00	576,000.00	25.00
9030 · SOCIAL SECURITY	24,007.48	23,672.46	23,584.44	34,975.03	23,825.31	25,285.39	23,815.09	23,147.55	27,350.19	74,423.28	304,086.22	355,000.00	-50,913.78
9040 · WORKERS' COMPENSATION	6,480.00	0.00	0.00	0.00	0.00	-6,552.00	0.00	0.00	0.00	0.00	-72.00	61,500.00	-61,572.00
9050 · UNEMPLOYMENT INSURANCE	4,527.43	0.00	0.00	1,062.63	0.00	0.00	0.00	0.00	0.00	0.00	5,590.06	3,500.00	2,090.06
9055 · DISABILITY INSURANCE	1,417.08	1,452.69	1,440.74	1,440.74	1,514.40	1,475.57	1,475.57	1,358.55	1,419.06	1,273.60	14,268.00	20,000.00	-5,732.00
9060 · MEDICAL INSURANCE	58,938.46	68,579.87	68,419.46	69,544.59	70,494.18	72,432.71	72,495.96	72,495.96	73,767.40	-5,955.78	621,212.81	875,000.00	-253,787.19
Total 6200 · EMPLOYEE BENEFITS	95,370.45	93,705.02	93,444.64	107,022.99	95,833.89	668,666.67	97,786.62	97,002.06	102,536.65	69,741.10	1,521,110.09	1,891,000.00	-369,889.91
6410A · BOOKS (ADULT)													
6410A.e · E-BOOKS (ADULT)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6410A · BOOKS (ADULT) - Other	6,523.75	3,345.12	4,699.89	4,177.25	2,894.26	3,153.00	3,199.15	83,516.17	3,135.90	1,223.01	115,867.50	150,000.00	-34,132.50
Total 6410A · BOOKS (ADULT)	6,523.75	3,345.12	4,699.89	4,177.25	2,894.26	3,153.00	3,199.15	83,516.17	3,135.90	1,223.01	115,867.50	150,000.00	-34,132.50
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	0.00	0.00	0.00	0.00	0.00
6410C · BOOKS (C&P) - Other	1,118.07	853.71	2,022.88	1,069.70	1,338.18	2,554.68	1,808.08	23,396.03	628.41	484.73	35,274.47	70,000.00	-34,725.53
Total 6410C · BOOKS (C&P)	1,118.07	853.71	2,022.88	1,069.70	1,338.18	2,554.68	1,808.08	23,396.03	628.41	484.73	35,274.47	70,000.00	-34,725.53
6410L · BOOKS (LIT)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	-500.00
6410N · BOOKS (TEEN)													
6410N.e · E-BOOKS (TEEN)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6410N · BOOKS (TEEN) - Other	79.48	684.90	663.48	432.94	302.97	192.30	877.46	23,327.12	564.50	0.00	27,125.15	22,000.00	5,125.15
Total 6410N · BOOKS (TEEN)	79.48	684.90	663.48	432.94	302.97	192.30	877.46	23,327.12	564.50	0.00	27,125.15	22,000.00	5,125.15
6410T · BOOKS (TECH)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	400.00	-400.00

												TOTAL	
	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21	Apr 21	Jul '20 - Apr 21	Budget	\$ Over Budget
6411A · MICRO/REF CD (ADULT)	1,375.20	580.51	5,876.76	3,612.44	4,035.81	1,579.60	3,970.36	0.00	632.37	482.64	22,145.69	45,000.00	-22,854.31
6411C · MICRO/REF CD (C&P)	532.16	2,529.41	5,732.83	1,745.96	1,587.86	1,479.76	800.89	59.99	505.89	386.12	15,360.87	15,000.00	360.87
6411N · MICRO/REF CD (TEEN)	133.03	116.10	5,489.95	986.93	1,393.52	1,180.18	100.47	0.00	126.47	96.51	9,623.16	15,000.00	-5,376.84
6412A · RECORDINGS (ADULT)	1,213.02	1,744.26	1,220.24	886.80	1,123.83	186.92	1,812.73	4,878.90	54.69	69.32	13,190.71	40,000.00	-26,809.29
6412C · RECORDINGS (C&P)	313.45	313.45	0.00	0.00	0.00	0.00	0.00	4,178.53	0.00	0.00	4,805.43	10,000.00	-5,194.57
6412L · RECORDINGS (LIT)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6412N · RECORDINGS (TEEN)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,879.33	0.00	0.00	3,879.33	10,000.00	-6,120.67
6413A · PERIODICALS (ADULT)	0.00	1,533.15	589.38	0.00	2,987.50	650.01	588.00	56.00	1,038.96	2.50	7,445.50	33,000.00	-25,554.50
6413C · PERIODICALS (C&P)	1,954.74	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,954.74	5,000.00	-3,045.26
6413D · PERIODICALS (ADM)	0.00	0.00	0.00	188.00	0.00	0.00	0.00	0.00	0.00	0.00	188.00	500.00	-312.00
6413G · PERIODICALS (GEN)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	-500.00
6413L · PERIODICALS (LIT)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6413N · PERIODICALS (TEEN)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00	-1,500.00
6413T · PERIODICALS (TECH)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150.00	-150.00
6413W · PERIODICALS (WIRES)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150.00	-150.00
6417A · VIDEOS (ADULT)	1,222.71	1,317.72	1,688.37	1,358.91	1,567.97	1,412.61	1,710.72	1,130.38	1,104.94	698.80	13,213.13	90,000.00	-76,786.87
6417C · VIDEOS (C&P)	139.98	935.78	117.82	85.08	35.00	35.00	85.87	179.85	115.76	219.88	1,950.02	15,000.00	-13,049.98
6417L · VIDEOS (LIT)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150.00	-150.00
6417N · VIDEOS (TEEN)	39.99	1,067.08	179.95	1,010.16	429.25	1,180.18	299.06	413.60	314.29	237.42	5,170.98	6,000.00	-829.02
6419G · SOFTWARE (GEN)	7,000.11	5,436.49	2,633.74	865.50	873.75	2,027.79	4,960.46	728.06	4,258.47	968.06	29,752.43	25,000.00	4,752.43
6419N · SOFTWARE (TEEN)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	-1,000.00
6419T · SOFTWARE (TECH)	0.00	1,512.00	0.00	0.00	735.67	0.00	0.00	0.00	0.00	0.00	2,247.67	1,500.00	747.67
6419W · SOFTWARE (WIRES)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11,000.00	-11,000.00
6428D · MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	-1,000.00
6429C · REALIA (C&P)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,650.00	-3,650.00
6430G · OFFICE AND LIBRARY SUPPLIES	2,294.03	5,044.12	2,303.77	1,082.35	2,151.96	803.52	2,821.04	3,754.27	1,129.21	2,304.95	23,689.22	57,000.00	-33,310.78
6431D · TELECOMMUNICATIONS	3,637.54	3,638.23	3,633.51	3,638.89	4,038.54	3,700.24	3,983.48	3,660.07	3,585.94	3,643.81	37,160.25	57,500.00	-20,339.75
6432G · CARTAGE	285.00	285.00	285.00	285.00	285.00	285.00	285.00	285.00	285.00	285.00	2,850.00	3,420.00	-570.00
6433G · POSTAGE	532.10	2,572.90	2,600.31	2,142.00	4,439.10	2,336.64	2,585.57	2,074.92	2,845.76	2,579.92	24,709.22	52,000.00	-27,290.78
6434A · PRINTING (ADULT)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	-500.00
6434C · PRINTING (C&P)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	-5,000.00

	TOTAL												
	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21	Apr 21	Jul '20 - Apr 21	Budget	\$ Over Budget
6434G · PRINTING (GEN)	0.00	4,449.00	6,881.00	6,881.00	6,881.00	6,881.00	6,881.00	7,081.00	6,881.00	6,881.00	59,697.00	70,000.00	-10,303.00
6434L · PRINTING (LIT)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	-500.00
6434N · PRINTING (TEEN)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00	-2,500.00
6434R · PRINTING (CIRC)	0.00	0.00	0.00	0.00	0.00	1,397.70	0.00	0.00	0.00	0.00	1,397.70	3,000.00	-1,602.30
6434S · PRINTING (COMM SRV)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	-1,000.00
6435A · CED, CONF & TRAVEL (ADULT)	0.00	354.91	174.00	149.00	0.00	0.00	0.00	250.56	0.00	0.00	928.47	5,000.00	-4,071.53
6435C · CED, CONF & TRAVEL (C&P)	0.00	354.91	149.00	207.00	0.00	0.00	320.58	360.00	0.00	0.00	1,391.49	7,250.00	-5,858.51
6435D · CED, CONF & TRAVEL (ADM)	0.00	394.91	373.00	357.45	0.00	0.00	0.00	1,482.50	212.49	280.41	3,100.76	25,000.00	-21,899.24
6435Dig · CED, CONF & TRAVEL (DIGITAL)	199.00	0.00	348.00	149.00	0.00	0.00	0.00	0.00	0.00	0.00	696.00	10,000.00	-9,304.00
6435G · CED, CONF & TRAVEL (GEN)	75.00	354.91	0.00	0.00	0.00	0.00	0.00	88.22	0.00	0.00	518.13	2,000.00	-1,481.87
6435L · CED, CONF & TRAVEL (LIT)	0.00	354.91	0.00	0.00	16.56	0.00	0.00	180.00	0.00	0.00	551.47	5,000.00	-4,448.53
6435N · CED, CONF & TRAVEL (TEEN)	0.00	354.91	298.00	60.00	0.00	0.00	130.00	0.00	184.00	0.00	1,026.91	8,500.00	-7,473.09
6435R · CED, CONF & TRAVEL (CIRC)	194.17	354.91	0.00	0.00	0.00	0.00	0.00	180.00	0.00	0.00	729.08	4,000.00	-3,270.92
6435S · CED, CONF & TRAV (COMM SRV)	0.00	354.91	79.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	433.91	5,000.00	-4,566.09
6435T · CED, CONF & TRAVEL (TECH)	0.00	354.91	0.00	0.00	0.00	0.00	0.00	180.00	0.00	0.00	534.91	5,000.00	-4,465.09
6435W · CED, CONF & TRAVEL (WIRES)	0.00	354.91	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	354.91	2,000.00	-1,645.09
6436 · CONTRACTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	91,129.00	91,129.00	89,995.00	1,134.00
6437A · PROGRAMS (ADULT)	3,200.66	4,158.11	2,683.00	3,613.10	2,800.59	3,442.24	4,286.76	4,340.79	4,220.26	4,561.79	37,307.30	66,000.00	-28,692.70
6437C · PROGRAMS (C&P)	1,137.04	2,925.18	1,871.09	8,351.39	1,636.28	2,557.15	4,741.18	2,563.82	3,339.22	4,258.74	33,381.09	105,000.00	-71,618.91
6437D · PROGRAMS (DIGITAL)	1,399.33	947.07	1,011.19	1,073.45	1,082.81	1,119.30	1,119.30	1,119.30	1,119.30	1,091.74	11,082.79	10,000.00	1,082.79
6437L · PROGRAMS (LIT)	410.00	2,020.25	382.50	2,312.75	2,536.97	2,882.07	90.00	3,313.00	2,734.75	3,865.43	20,547.72	85,000.00	-64,452.28
6437N · PROGRAMS (TEEN)	759.71	1,533.93	1,005.13	1,399.06	816.38	939.38	1,510.75	1,120.88	1,203.55	1,927.96	12,216.73	60,000.00	-47,783.27
6437P · PROFESSIONAL FEES													
643760 · PLANTINGS	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	1,500.00	1,800.00	-300.00
643765 · PROMOTION AND PUBLICITY	8,353.84	14,689.97	7,610.00	14,612.12	15,349.86	29,480.14	6,351.42	18,322.39	3,272.25	14,102.55	132,144.54	100,000.00	32,144.54
643770 · CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00	-2,500.00
6437P01 · ACCOUNTANT/AUDITOR	0.00	0.00	0.00	0.00	2,200.00	0.00	0.00	0.00	15,850.00	0.00	18,050.00	19,500.00	-1,450.00
6437P02 · AUDITOR	0.00	700.00	0.00	0.00	0.00	0.00	0.00	0.00	2,100.00	900.00	3,700.00	6,000.00	-2,300.00
6437P10 · ELECTION	684.79	0.00	2,378.66	41.26	0.00	0.00	174.54	2,080.30	1,982.29	1,257.32	8,599.16	10,000.00	-1,400.84
6437P11 · FSA ADMINISTRATION	137.50	137.50	137.50	137.50	137.50	137.50	140.00	140.00	140.00	140.00	1,385.00	1,650.00	-265.00
6437P12 · PAYROLL SERVICES	1,304.12	1,270.72	1,950.42	1,336.04	1,310.64	1,310.34	2,705.47	1,291.12	1,897.39	2,012.47	16,388.73	22,000.00	-5,611.27

												TOTAL	
	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21	Apr 21	Jul '20 - Apr 21	Budget	\$ Over Budget
6437P13 · ARMORED CAR SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6437P14 · PIANO TUNING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6437P15 · DOCUMENT MANAGEMENT/DESTRUCTION	0.00	0.00	0.00	396.63	0.00	0.00	0.00	132.21	44.07	0.00	572.91	500.00	72.91
6437P16 · STAFF BACKGROUND SCREEN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	334.64	334.64	1,000.00	-665.36
6437P17 · TRANSLATION SERVICES	6.50	6.50	6.50	6.50	6.50	6.50	203.71	134.18	30.50	7.25	414.64	150.00	264.64
6437P3 · APPRAISAL SERVICES	220.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	220.00	1,500.00	-1,280.00
6437P4 · ATTORNEY	11,159.16	2,701.66	4,300.41	2,454.16	2,371.66	2,124.16	10,209.16	2,125.41	2,041.66	2,860.00	42,347.44	75,000.00	-32,652.56
6437P5 · BACKFLOW INSPECTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150.00	150.00	150.00	0.00
6437P6 · BOARD SECRETARY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6437P7 · COLLECTION AGENCY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6437P8 · DENITE SYSTEMS ANALYSIS	0.00	0.00	1,705.00	0.00	0.00	0.00	0.00	0.00	-1,375.00	0.00	330.00	400.00	-70.00
6437P9 · EAP	7,650.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,650.00	7,650.00	0.00
6437P · PROFESSIONAL FEES - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total 6437P · PROFESSIONAL FEES	29,665.91	19,656.35	18,238.49	19,134.21	21,526.16	33,208.64	19,934.30	24,375.61	26,133.16	21,914.23	233,787.06	249,800.00	-16,012.94
6438 · DUES	150.00	0.00	1,010.00	155.00	57.00	519.00	185.00	0.00	150.00	0.00	2,226.00	4,500.00	-2,274.00
6439A · EQUIPMENT R & M (ADULT)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00	-1,500.00
6439C · EQUIPMENT R & M (C&P)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	550.00	-550.00
6439G · EQUIPMENT R & M (GEN)	9,634.91	3,805.06	3,856.73	4,514.36	6,541.16	1,412.39	4,526.18	4,691.05	3,397.33	3,263.11	45,642.28	65,000.00	-19,357.72
6439N · EQUIPMENT R & M (TEEN)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	-100.00
6439R · EQUIPMENT R & M (CIRC)	10,904.17	0.00	0.00	10,904.17	0.00	0.00	0.00	10,905.70	0.00	10,905.70	43,619.74	45,000.00	-1,380.26
6439T · EQUIPMENT R & M (TECH)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	-100.00
6439W · EQUIPMENT R & M (WIRES)	378.18	1,198.18	378.18	378.18	378.18	378.18	1,103.18	378.18	-4,636.63	378.18	311.99	20,000.00	-19,688.01
6450E · ELECTRICITY	16,608.24	16,284.15	14,325.69	14,434.53	9,959.22	9,555.18	8,514.51	7,737.99	7,087.65	9,496.97	114,004.13	136,500.00	-22,495.87
6450F · FUEL/GAS	288.26	313.29	411.62	823.57	1,430.75	1,741.56	0.00	1,877.39	2,878.52	3,050.92	12,815.88	18,000.00	-5,184.12
6450W · WATER	321.24	109.48	0.00	556.53	109.48	0.00	299.23	109.48	0.00	161.85	1,667.29	1,275.00	392.29
6451G · CUSTODIAL SUPPLIES	3,042.09	6,121.89	529.33	903.58	514.37	2,423.16	922.64	1,890.43	1,424.20	1,835.44	19,607.13	30,009.00	-10,401.87
6452G · BLDG ALTERATION AND MAINT	4,410.68	5,091.69	7,605.42	6,021.50	18,110.50	7,904.53	10,122.48	11,826.99	8,173.14	5,061.56	84,328.49	75,000.00	9,328.49
6454 · INSURANCE	76,515.86	-10,218.25	0.00	-7,567.00	0.00	0.00	0.00	7,231.47	0.00	0.00	65,962.08	69,000.00	-3,037.92
6485G · Bank Fees	384.87	-81.14	180.62	450.09	156.12	169.82	201.03	18.23	392.24	-45.10	1,826.78		
69800 · Uncategorized Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	999,500.00	-999,500.00
7203 · EQUIPMENT - Capital Purchases													

												TOTAL	
												Budget	\$ Over Budget
	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21	Apr 21	Jul '20 - Apr 21		
7203A · EQUIPMENT ADULT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,000.00	-4,000.00
7203C · EQUIPMENT C & P	0.00	115.82	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	115.82	5,000.00	-4,884.18
7203D · EQUIPMENT ADMIN	0.00	2,299.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,299.50	2,500.00	-200.50
7203G · EQUIPMENT BUS OFF	0.00	2,299.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,299.50	7,500.00	-5,200.50
7203N · EQUIPMENT TEEN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	-5,000.00
7203R · EQUIPMENT CIRC	0.00	0.00	0.00	23,340.00	0.00	0.00	0.00	0.00	0.00	0.00	23,340.00	1,000.00	22,340.00
7203T · EQUIPMENT TECH	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	-2,000.00
7203W · EQUIPMENT WIRE	190.70	23.78	0.00	1,513.93	1,179.88	0.00	223.11	0.00	0.00	0.00	3,131.40	100,000.00	-96,868.60
Total 7203 · EQUIPMENT - Capital Purchases	190.70	4,738.60	0.00	24,853.93	1,179.88	0.00	223.11	0.00	0.00	0.00	31,186.22	127,000.00	-95,813.78
Total Expense	607,804.50	513,647.17	513,609.25	718,029.85	534,749.59	1,120,089.11	514,636.32	658,890.69	554,490.28	1,239,473.78	6,975,420.54	9,924,000.00	-2,948,579.46
Net Ordinary Income	-350,239.93	-510,911.55	-510,603.78	-704,629.90	-533,129.74	-1,120,615.42	3,770,717.55	580,308.18	-310,287.22	-1,127,440.54	-816,832.35	0.00	-816,832.35
Other Income/Expense													
Other Expense													
7500 · BUILDING IMPROVEMENTS	158,327.57	161,708.00	182,258.35	252,368.48	17,860.36	65,498.95	58,159.14	82,575.44	85,587.92	75,763.82	1,140,108.03		
Total Other Expense	158,327.57	161,708.00	182,258.35	252,368.48	17,860.36	65,498.95	58,159.14	82,575.44	85,587.92	75,763.82	1,140,108.03		
Net Other Income	-158,327.57	-161,708.00	-182,258.35	-252,368.48	-17,860.36	-65,498.95	-58,159.14	-82,575.44	-85,587.92	-75,763.82	-1,140,108.03	0.00	-1,140,108.03
Net Income	-508,567.50	-672,619.55	-692,862.13	-956,998.38	-550,990.10	-1,186,114.37	3,712,558.41	497,732.74	-395,875.14	-1,203,204.36	-1,956,940.38	0.00	-1,956,940.38

MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY

Profit & Loss Budget Overview

July 2020 through April 2021

	% of Budget
Ordinary Income/Expense	
Income	
2000 · PROPERTY TAX REVENUES	61.23%
2082 · FINES AND FEES	211.36%
2360 · CONTRACTS WITH OTHER LIBR.	100.2%
2401 · INTEREST	30.88%
2450 · COMMISSIONS	
2650 · SALES OF EXCESS MATERIAL	
2670 · SALES OF BOOKS	
2690 · OTHER COMPENSATION	
2705 · GIFTS AND DONATIONS	
2760 · SYSTEM & STATE AID	94.95%
2770 · UNCLASSIFIED REVENUE	
2771 · COPIER REVENUE - CONTRACT (R)	48.41%
2771A · COPIER REVENUE - INHOUSE (N)	
2772 · READER-PRINTER REVENUE	0.0%
2772A · ADULT-ADULT PRINTER	
2800 · PROGRAM RECEIPTS	
2805 · Program Receipts - Adult	
2820 · Venue Resales	
2800 · PROGRAM RECEIPTS - Other	0.0%
Total 2800 · PROGRAM RECEIPTS	-6.21%
2999 · Lost Books	
Total Income	62.06%
Gross Profit	62.06%
Expense	
6000 · SALARIES AND WAGES	
6141 · PROFESSIONAL SALARIES	

	% of Budget
6141A · PROFESSIONAL (ADULT)	77.03%
6141C · PROFESSIONAL (C&P)	84.78%
6141D · PROFESSIONAL (DIGITAL)	62.11%
6141N · PROFESSIONAL (TEEN)	92.76%
6141S · COMM SERV LIBR (SVC)	84.76%
6141T · PROFESSIONAL (TECH)	66.32%
Total 6141 · PROFESSIONAL SALARIES	79.14%
6142 · CLERICAL SALARIES	
6142A · CLERICAL (ADULT)	64.29%
6142C · CLERICAL (C&P)	107.93%
6142D · CLERICAL (DIGITAL)	124.85%
6142G · CLERICAL (GEN)	86.32%
6142L · CLERICAL (LIT)	86.08%
6142N · CLERICAL (TEEN)	67.45%
6142R · CLERICAL (CIRC)	105.7%
6142S · CLERICAL (SVC)	0.0%
6142T · CLERICAL (TECH)	191.45%
6142X · CLERICAL (WIRES)	90.25%
Total 6142 · CLERICAL SALARIES	98.0%
6143 · PAGE SALARIES	
6143A · PAGE (ADULT)	76.82%
6143C · PAGE (C&P)	99.99%
6143G · PAGE (GEN)	0.0%
6143L · PAGE (LIT)	94.75%
6143N · PAGE (TEEN)	62.75%
6143R · PAGE (CIRC)	66.09%
6143T · PAGE (TECH)	9.59%
Total 6143 · PAGE SALARIES	78.26%
6144 · CUSTODIAL	
6144G · CUSTODIAL	86.62%
Total 6144 · CUSTODIAL	86.62%

	% of Budget
6145 · SECURITY	
6145G · SECURITY	94.43%
Total 6145 · SECURITY	94.43%
6146 · TECHNICIAN	
6146W · TECHNICAL (WIRES)	67.57%
Total 6146 · TECHNICIAN	67.57%
6147 · ADMINISTRATIVE	
Total 6147 · ADMINISTRATIVE	65.93%
Total 6000 · SALARIES AND WAGES	84.66%
6200 · EMPLOYEE BENEFITS	
9010 · RETIREMENT	100.0%
9030 · SOCIAL SECURITY	85.66%
9040 · WORKERS' COMPENSATION	-0.12%
9050 · UNEMPLOYMENT INSURANCE	159.72%
9055 · DISABILITY INSURANCE	71.34%
9060 · MEDICAL INSURANCE	71.0%
Total 6200 · EMPLOYEE BENEFITS	80.44%
6410A · BOOKS (ADULT)	
6410A.e · E-BOOKS (ADULT)	0.0%
6410A · BOOKS (ADULT) - Other	77.25%
Total 6410A · BOOKS (ADULT)	77.25%
6410C · BOOKS (C&P)	
6410C.e · E-BOOKS (C&P)	0.0%
6410C · BOOKS (C&P) - Other	50.39%
Total 6410C · BOOKS (C&P)	50.39%
6410L · BOOKS (LIT)	0.0%
6410N · BOOKS (TEEN)	
6410N.e · E-BOOKS (TEEN)	0.0%
6410N · BOOKS (TEEN) - Other	123.3%
Total 6410N · BOOKS (TEEN)	123.3%
6410T · BOOKS (TECH)	0.0%

	% of Budget
6411A · MICRO/REF CD (ADULT)	49.21%
6411C · MICRO/REF CD (C&P)	102.41%
6411N · MICRO/REF CD (TEEN)	64.15%
6412A · RECORDINGS (ADULT)	32.98%
6412C · RECORDINGS (C&P)	48.05%
6412L · RECORDINGS (LIT)	0.0%
6412N · RECORDINGS (TEEN)	38.79%
6413A · PERIODICALS (ADULT)	22.56%
6413C · PERIODICALS (C&P)	39.1%
6413D · PERIODICALS (ADM)	37.6%
6413G · PERIODICALS (GEN)	0.0%
6413L · PERIODICALS (LIT)	0.0%
6413N · PERIODICALS (TEEN)	0.0%
6413T · PERIODICALS (TECH)	0.0%
6413W · PERIODICALS (WIRES)	0.0%
6417A · VIDEOS (ADULT)	14.68%
6417C · VIDEOS (C&P)	13.0%
6417L · VIDEOS (LIT)	0.0%
6417N · VIDEOS (TEEN)	86.18%
6419G · SOFTWARE (GEN)	119.01%
6419N · SOFTWARE (TEEN)	0.0%
6419T · SOFTWARE (TECH)	149.85%
6419W · SOFTWARE (WIRES)	0.0%
6428D · MISCELLANEOUS	0.0%
6429C · REALIA (C&P)	0.0%
6430G · OFFICE AND LIBRARY SUPPLIES	41.56%
6431D · TELECOMMUNICATIONS	64.63%
6432G · CARTAGE	83.33%
6433G · POSTAGE	47.52%
6434A · PRINTING (ADULT)	0.0%
6434C · PRINTING (C&P)	0.0%

	% of Budget
6434G · PRINTING (GEN)	85.28%
6434L · PRINTING (LIT)	0.0%
6434N · PRINTING (TEEN)	0.0%
6434R · PRINTING (CIRC)	46.59%
6434S · PRINTING (COMM SRV)	0.0%
6435A · CED, CONF & TRAVEL (ADULT)	18.57%
6435C · CED, CONF & TRAVEL (C&P)	19.19%
6435D · CED, CONF & TRAVEL (ADM)	12.4%
6435Dig · CED, CONF & TRAVEL (DIGITAL)	6.96%
6435G · CED, CONF & TRAVEL (GEN)	25.91%
6435L · CED, CONF & TRAVEL (LIT)	11.03%
6435N · CED, CONF & TRAVEL (TEEN)	12.08%
6435R · CED, CONF & TRAVEL (CIRC)	18.23%
6435S · CED, CONF & TRAV (COMM SRV)	8.68%
6435T · CED, CONF & TRAVEL (TECH)	10.7%
6435W · CED, CONF & TRAVEL (WIRES)	17.75%
6436 · CONTRACTS	101.26%
6437A · PROGRAMS (ADULT)	56.53%
6437C · PROGRAMS (C&P)	31.79%
6437D · PROGRAMS (DIGITAL)	110.83%
6437L · PROGRAMS (LIT)	24.17%
6437N · PROGRAMS (TEEN)	20.36%
6437P · PROFESSIONAL FEES	
643760 · PLANTINGS	83.33%
643765 · PROMOTION AND PUBLICITY	132.15%
643770 · CONTINGENCY	0.0%
6437P01 · ACCOUNTANT/AUDITOR	92.56%
6437P02 · AUDITOR	61.67%
6437P10 · ELECTION	85.99%
6437P11 · FSA ADMINISTRATION	83.94%
6437P12 · PAYROLL SERVICES	74.49%

	% of Budget
6437P13 · ARMORED CAR SERVICE	0.0%
6437P14 · PIANO TUNING	0.0%
6437P15 · DOCUMENT MANAGEMENT/DESTRUCTION	114.58%
6437P16 · STAFF BACKGROUND SCREEN	33.46%
6437P17 · TRANSLATION SERVICES	276.43%
6437P3 · APPRAISAL SERVICES	14.67%
6437P4 · ATTORNEY	56.46%
6437P5 · BACKFLOW INSPECTION	100.0%
6437P6 · BOARD SECRETARY	0.0%
6437P7 · COLLECTION AGENCY	0.0%
6437P8 · DENITE SYSTEMS ANALYSIS	82.5%
6437P9 · EAP	100.0%
6437P · PROFESSIONAL FEES - Other	0.0%
Total 6437P · PROFESSIONAL FEES	93.59%
6438 · DUES	49.47%
6439A · EQUIPMENT R & M (ADULT)	0.0%
6439C · EQUIPMENT R & M (C&P)	0.0%
6439G · EQUIPMENT R & M (GEN)	70.22%
6439N · EQUIPMENT R & M (TEEN)	0.0%
6439R · EQUIPMENT R & M (CIRC)	96.93%
6439T · EQUIPMENT R & M (TECH)	0.0%
6439W · EQUIPMENT R & M (WIRES)	1.56%
6450E · ELECTRICITY	83.52%
6450F · FUEL/GAS	71.2%
6450W · WATER	130.77%
6451G · CUSTODIAL SUPPLIES	65.34%
6452G · BLDG ALTERATION AND MAINT	112.44%
6454 · INSURANCE	95.6%
6485G · Bank Fees	
69800 · Uncategorized Expenses	0.0%
7203 · EQUIPMENT - Capital Purchases	

	% of Budget
7203A · EQUIPMENT ADULT	0.0%
7203C · EQUIPMENT C & P	2.32%
7203D · EQUIPMENT ADMIN	91.98%
7203G · EQUIPMENT BUS OFF	30.66%
7203N · EQUIPMENT TEEN	0.0%
7203R · EQUIPMENT CIRC	2,334.0%
7203T · EQUIPMENT TECH	0.0%
7203W · EQUIPMENT WIRE	3.13%
Total 7203 · EQUIPMENT - Capital Purchases	24.56%
Total Expense	70.29%
Net Ordinary Income	100.0%
Other Income/Expense	
Other Expense	
7500 · BUILDING IMPROVEMENTS	
Total Other Expense	
Net Other Income	100.0%
Net Income	100.0%

**MASTICS-MORICHES-SHIRLEY COMMUNITY
LIBRARY**

CAPITAL FUND FINANCIAL REPORT

APRIL 2021

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		\$ 4,767,487.41	\$ 1,211.56	\$ -	\$ 4,768,698.97
January-21		\$ 4,768,698.97	\$ 1,215.19	\$ -	\$ 4,769,914.16
February-21		\$ 4,769,914.16	\$ 1,097.86	\$ -	\$ 4,771,012.02
March-21		\$ 4,771,012.02	\$ 1,215.78	\$ -	\$ 4,772,227.80
April-21		\$ 4,772,227.80	\$ 1,098.39	\$ -	\$ 4,773,326.19
May-21					
June-21					
				Grand Total :	\$ 4,773,326.19

**SCHEDULE OF CLAIMS
PRESENTED MAY 24, 2021**

PREPAY PAYABLES WARRANT #1		\$	16,492.32
PAYABLES WARRANT #2		\$	184,989.85
PAYROLL WARRANT W.E.	4/27/2021	\$	134,767.58
PAYROLL BENEFITS WARRANT		\$	10,699.04
PAYROLL WARRANT W.E.	5/11/2021	\$	130,498.61
PAYROLL BENEFITS WARRANT		\$	81,104.39
	Total	\$	558,551.79

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
MAY 24, 2021
PREPAY WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	62928	04/27/2021	Optimum / Cablevision	L0225 · FLUSHING BANK - OPERATING	
	Bill	0423--052221	04/23/2021		6431D · TELECOMMUNICATIONS	-153.71
TOTAL						-153.71
	Bill Pmt -Check	62929	04/27/2021	Xerox Financial Services	L0225 · FLUSHING BANK - OPERATING	
	Bill	2571571	04/11/2021		6439G · EQUIPMENT R & M (GEN)	-2,562.72
TOTAL						-2,562.72
	Bill Pmt -Check	62930	04/27/2021	Home Depot Credit Services	L0225 · FLUSHING BANK - OPERATING	
	Bill	041921	04/19/2021		6451G · CUSTODIAL SUPPLIES	-415.64
					6437N · PROGRAMS (TEEN)	-11.98
					6437C · PROGRAMS (C&P)	-26.88
TOTAL						-454.50
	Bill Pmt -Check	62931	04/29/2021	PSEG -- NeighborhoodRdMasticBeach	L0225 · FLUSHING BANK - OPERATING	
	Bill	0317--0419/21	04/29/2021		6450E · ELECTRICITY	-329.69
TOTAL						-329.69
	Bill Pmt -Check	62932	04/29/2021	Quadient Leasing USA, Inc.	L0225 · FLUSHING BANK - OPERATING	
	Bill	N8841562	04/24/2021		6439G · EQUIPMENT R & M (GEN)	-564.51
TOTAL						-564.51

Mastics Moriches Shirley Community Library

MAY 24, 2021

PREPAY WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	62933	04/30/2021	Amazon.com	L0225 · FLUSHING BANK - OPERATING	
Bill	041021	04/10/2021		6410A · BOOKS (ADULT)	-41.17
				6410C · BOOKS (C&P)	-10.90
				6417N · VIDEOS (TEEN)	-235.60
				6430G · OFFICE AND LIBRARY SUPPLIES	-76.79
				6437A · PROGRAMS (ADULT)	-118.93
				6437C · PROGRAMS (C&P)	-349.67
				6437L · PROGRAMS (LIT)	-44.62
				6437N · PROGRAMS (TEEN)	-436.85
				6451G · CUSTODIAL SUPPLIES	-366.17
TOTAL					-1,680.70
Bill Pmt -Check	62934	05/04/2021	Suffolk County Water Authority	L0225 · FLUSHING BANK - OPERATING	
Bill	042821	04/28/2021		6450W · WATER	-161.85
TOTAL					-161.85
Bill Pmt -Check	62935	05/06/2021	Crown Castle Fiber LLC	L0225 · FLUSHING BANK - OPERATING	
Bill	828815	05/01/2021		6431D · TELECOMMUNICATIONS	-2,695.00
TOTAL					-2,695.00
Bill Pmt -Check	62936	05/06/2021	National Grid	L0225 · FLUSHING BANK - OPERATING	
Bill	03/31--04/30/21	04/30/2021		6450F · FUEL/GAS	-1,176.38
TOTAL					-1,176.38

Mastics Moriches Shirley Community Library
MAY 24, 2021
PREPAY WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	62937	05/06/2021	T-Mobile	L0225 · FLUSHING BANK - OPERATING	
	Bill	042321	04/23/2021		6437D · PROGRAMS (DIGITAL)	-1,086.42
TOTAL						-1,086.42
	Bill Pmt -Check	62938	05/11/2021	Quadient Finance USA, Inc. -- pstg refill	L0225 · FLUSHING BANK - OPERATING	
	Bill	04/01/21 refill	04/30/2021		6433G · POSTAGE	-500.00
TOTAL						-500.00
	Bill Pmt -Check	62939	05/11/2021	Void - check print error	L0225 · FLUSHING BANK - OPERATING	
TOTAL						0.00
	Bill Pmt -Check	62940	05/11/2021	Suffolk County Water Authority - Neighbor	L0225 · FLUSHING BANK - OPERATING	
	Bill	050421 FireLine	05/04/2021		6450W · WATER	-61.57
TOTAL						-61.57
	Bill Pmt -Check	62941	05/11/2021	Suffolk County Water Authority - Neighbor	L0225 · FLUSHING BANK - OPERATING	
	Bill	02/04--05/04/21	05/04/2021		6450W · WATER	-47.91
TOTAL						-47.91
	Bill Pmt -Check	62943	05/12/2021	Sam's Club	L0225 · FLUSHING BANK - OPERATING	
	Bill	050821	05/08/2021		6437L · PROGRAMS (LIT)	-47.92
TOTAL						-47.92

Mastics Moriches Shirley Community Library
MAY 24, 2021
PREPAY WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	62944	05/20/2021	American Express	L0225 · FLUSHING BANK - OPERATING	
Bill	051421	05/14/2021		6419G · SOFTWARE (GEN)	-3,043.58
				6430G · OFFICE AND LIBRARY SUPPLIES	-370.04
				6433G · POSTAGE	-112.82
				643765 · PROMOTION AND PUBLICITY	-195.00
				6437C · PROGRAMS (C&P)	-202.90
				6437N · PROGRAMS (TEEN)	-250.00
TOTAL					<u>-4,174.34</u>
Bill Pmt -Check	62945	05/20/2021	Optimum / Cablevision	L0225 · FLUSHING BANK - OPERATING	
Bill	051621--061521	05/16/2021		6431D · TELECOMMUNICATIONS	-795.10
TOTAL					<u>-795.10</u>
				TOTAL	-16,492.32

I hereby certify that at a meeting on May 24, 2021
the above vouchers were approved and authorized.

Signed: _____

Mastics Moriches Shirley Community Library

MAY 24, 2021

WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	62946	05/24/2021	Advanced Plant Care, Inc.	L0225 · FLUSHING BANK - OPERATING	
	Bill	26432	05/01/2021		643760 · PLANTINGS	-150.00
TOTAL						-150.00
	Bill Pmt -Check	62947	05/24/2021	ALA Store	L0225 · FLUSHING BANK - OPERATING	
	Bill	57653421	05/06/2021		6430G · OFFICE AND LIBRARY SUPPLIES	-84.00
TOTAL						-84.00
	Bill Pmt -Check	62948	05/24/2021	Baker & Taylor	L0225 · FLUSHING BANK - OPERATING	
	Bill	5016833852	04/14/2021		6410A · BOOKS (ADULT)	-41.21
	Bill	5016870365	04/29/2021		6410A · BOOKS (ADULT)	-885.07
	Bill	5016882364	04/29/2021		6410A · BOOKS (ADULT)	-268.23
	Bill	5016896803	05/10/2021		6410N · BOOKS (TEEN)	-81.90
	Bill	5016915510	05/10/2021		6410A · BOOKS (ADULT)	-770.23
TOTAL						-2,046.64
	Bill Pmt -Check	62949	05/24/2021	Barbecho, Ana C.	L0225 · FLUSHING BANK - OPERATING	
	Bill	050721	05/07/2021		6437L · PROGRAMS (LIT)	-314.00
TOTAL						-314.00
	Bill Pmt -Check	62950	05/24/2021	Bay Shore – Brightwaters Public Library	L0225 · FLUSHING BANK - OPERATING	
	Bill	050621	05/06/2021		6410A · BOOKS (ADULT)	-62.99
TOTAL						-62.99

Mastics Moriches Shirley Community Library

MAY 24, 2021

WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	62951	05/24/2021	Brookhaven Locksmiths, Inc.	L0225 · FLUSHING BANK - OPERATING	
	Bill	200020	05/10/2021		6452G · BLDG ALTERATION AND MAINT	-125.00
TOTAL						-125.00
	Bill Pmt -Check	62952	05/24/2021	CALLAHEAD	L0225 · FLUSHING BANK - OPERATING	
	Bill	A-1495070	05/05/2021		7500 · BUILDING IMPROVEMENTS	-415.00
TOTAL						-415.00
	Bill Pmt -Check	62953	05/24/2021	Carco Group, Inc.	L0225 · FLUSHING BANK - OPERATING	
	Bill	00874393	04/30/2021		6437P16 · STAFF BACKGROUND SCREEN	-334.64
TOTAL						-334.64
	Bill Pmt -Check	62954	05/24/2021	Cassone Leasing, Inc.	L0225 · FLUSHING BANK - OPERATING	
	Bill	878311	05/01/2021		7500 · BUILDING IMPROVEMENTS	-485.00
TOTAL						-485.00
	Bill Pmt -Check	62955	05/24/2021	Central Islip Public Library	L0225 · FLUSHING BANK - OPERATING	
	Bill	10.99	05/06/2021		6410N · BOOKS (TEEN)	-10.99
TOTAL						-10.99

Mastics Moriches Shirley Community Library

MAY 24, 2021

WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	62956	05/24/2021	Cold Spring Harbor Fire House Museum	L0225 · FLUSHING BANK - OPERATING	
Bill	renew Jan-Dec2021	04/19/2021		6437A · PROGRAMS (ADULT)	-16.00
				6437C · PROGRAMS (C&P)	-12.00
				6437N · PROGRAMS (TEEN)	-12.00
TOTAL					<u>-40.00</u>
Bill Pmt -Check	62957	05/24/2021	Colonial Youth & Family Services Inc	L0225 · FLUSHING BANK - OPERATING	
Bill	042021	04/20/2021		6437A · PROGRAMS (ADULT)	-45.00
Bill	042621	04/26/2021		6437A · PROGRAMS (ADULT)	-45.00
Bill	050421	05/04/2021		6437A · PROGRAMS (ADULT)	-45.00
Bill	051121	05/11/2021		6437A · PROGRAMS (ADULT)	-45.00
Bill	051821	05/18/2021		6437A · PROGRAMS (ADULT)	-45.00
TOTAL					<u>-225.00</u>
Bill Pmt -Check	62958	05/24/2021	Colson, Doris J.	L0225 · FLUSHING BANK - OPERATING	
Bill	050421	05/04/2021		6437L · PROGRAMS (LIT)	-285.00
TOTAL					<u>-285.00</u>
Bill Pmt -Check	62959	05/24/2021	Cueva, Daniel S.	L0225 · FLUSHING BANK - OPERATING	
Bill	042921	04/29/2021		6437L · PROGRAMS (LIT)	-180.00
TOTAL					<u>-180.00</u>

Mastics Moriches Shirley Community Library

MAY 24, 2021

WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	62960	05/24/2021	Currao-McAleavey, Carmella	L0225 · FLUSHING BANK - OPERATING	
Bill	42921 adults	04/29/2021		6437A · PROGRAMS (ADULT)	-100.00
Bill	042921 teens	04/29/2021		6437N · PROGRAMS (TEEN)	-100.00
Bill	051321 adults	05/13/2021		6437N · PROGRAMS (TEEN)	-100.00
Bill	051321 teens	05/13/2021		6437N · PROGRAMS (TEEN)	-100.00
TOTAL					<u>-400.00</u>
Bill Pmt -Check	62961	05/24/2021	Cutchogue New Suffolk Free Library	L0225 · FLUSHING BANK - OPERATING	
Bill	050621a	05/06/2021		6417A · VIDEOS (ADULT)	-29.99
Bill	050621b	05/06/2021		6410A · BOOKS (ADULT)	-36.00
Bill	050621c	05/06/2021		6417C · VIDEOS (C&P)	-15.00
TOTAL					<u>-80.99</u>
Bill Pmt -Check	62962	05/24/2021	Del Rio, Donika	L0225 · FLUSHING BANK - OPERATING	
Bill	050421	05/04/2021		6437L · PROGRAMS (LIT)	-250.00
TOTAL					<u>-250.00</u>
Bill Pmt -Check	62963	05/24/2021	Earle, April L.	L0225 · FLUSHING BANK - OPERATING	
Bill	050821	05/08/2021		6437A · PROGRAMS (ADULT)	-200.00
TOTAL					<u>-200.00</u>
Bill Pmt -Check	62964	05/24/2021	East Islip Public Library	L0225 · FLUSHING BANK - OPERATING	
Bill	051021	05/10/2021		6410A · BOOKS (ADULT)	-17.95
TOTAL					<u>-17.95</u>

Mastics Moriches Shirley Community Library

MAY 24, 2021

WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	62965	05/24/2021	EBSCO C	L0225 · FLUSHING BANK - OPERATING	
	Bill	9224675	05/05/2021		6413C · PERIODICALS (C&P)	-1,014.98
TOTAL						-1,014.98
	Bill Pmt -Check	62966	05/24/2021	ECM Consulting and Marketing	L0225 · FLUSHING BANK - OPERATING	
	Bill	1067	04/23/2021		643765 · PROMOTION AND PUBLICITY	-3,000.00
TOTAL						-3,000.00
	Bill Pmt -Check	62967	05/24/2021	Elwood Public Library	L0225 · FLUSHING BANK - OPERATING	
	Bill	050621	05/06/2021		6410A · BOOKS (ADULT)	-16.99
TOTAL						-16.99
	Bill Pmt -Check	62968	05/24/2021	Emilita AICP, David J.S.	L0225 · FLUSHING BANK - OPERATING	
	Bill	0408--050121 enviro	05/10/2021		7500 · BUILDING IMPROVEMENTS	-525.00
TOTAL						-525.00
	Bill Pmt -Check	62969	05/24/2021	Emma S. Clark Library	L0225 · FLUSHING BANK - OPERATING	
	Bill	051021	05/10/2021		6410A · BOOKS (ADULT)	-29.95
TOTAL						-29.95
	Bill Pmt -Check	62970	05/24/2021	Engelmann, Elizabeth K.	L0225 · FLUSHING BANK - OPERATING	
	Bill	050521	05/05/2021		6437L · PROGRAMS (LIT)	-150.00
TOTAL						-150.00

Mastics Moriches Shirley Community Library

MAY 24, 2021

WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	62971	05/24/2021	EnvisionWare Inc.	L0225 · FLUSHING BANK - OPERATING	
	Bill	INV-US-52185renewal	05/05/2021		6419T · SOFTWARE (TECH)	-504.00
TOTAL						-504.00
	Bill Pmt -Check	62972	05/24/2021	Fiore, Christopher	L0225 · FLUSHING BANK - OPERATING	
	Bill	042021	04/20/2021		6437A · PROGRAMS (ADULT)	-100.00
	Bill	042721	04/27/2021		6437A · PROGRAMS (ADULT)	-100.00
	Bill	050421	05/04/2021		6437A · PROGRAMS (ADULT)	-100.00
	Bill	051121	05/11/2021		6437A · PROGRAMS (ADULT)	-100.00
	Bill	051821	05/18/2021		6437A · PROGRAMS (ADULT)	-100.00
TOTAL						-500.00
	Bill Pmt -Check	62973	05/24/2021	Fire Island Lighthouse Preser Society	L0225 · FLUSHING BANK - OPERATING	
	Bill	May 2021 Renewal	04/19/2021		6437A · PROGRAMS (ADULT)	-50.00
					6437C · PROGRAMS (C&P)	-50.00
					6437N · PROGRAMS (TEEN)	-50.00
TOTAL						-150.00
	Bill Pmt -Check	62974	05/24/2021	Fort Orange Press, Inc.	L0225 · FLUSHING BANK - OPERATING	
	Bill	14224011	03/31/2021		6437P10 · ELECTION	-1,805.00
TOTAL						-1,805.00

Mastics Moriches Shirley Community Library

MAY 24, 2021

WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	62975	05/24/2021	Gaetano's Pizza Inc. -- Nino's Pizza	L0225 · FLUSHING BANK - OPERATING	
Bill	04302021	04/30/2021		6437P10 · ELECTION	-62.80
				6437P10 · ELECTION	-14.50
TOTAL					-77.30
Bill Pmt -Check	62976	05/24/2021	Galvez Moreno, Viodelda S.	L0225 · FLUSHING BANK - OPERATING	
Bill	050521	05/05/2021		6437L · PROGRAMS (LIT)	-456.00
TOTAL					-456.00
Bill Pmt -Check	62977	05/24/2021	George, Ivette	L0225 · FLUSHING BANK - OPERATING	
Bill	042021	04/20/2021		6437L · PROGRAMS (LIT)	-50.00
TOTAL					-50.00
Bill Pmt -Check	62978	05/24/2021	Grainger	L0225 · FLUSHING BANK - OPERATING	
Bill	9872352431	04/16/2021		6451G · CUSTODIAL SUPPLIES	-750.20
TOTAL					-750.20
Bill Pmt -Check	62979	05/24/2021	H2M architects + engineers	L0225 · FLUSHING BANK - OPERATING	
Bill	201418 orig11052020	05/14/2021		7500 · BUILDING IMPROVEMENTS	-30,852.20
TOTAL					-30,852.20
Bill Pmt -Check	62980	05/24/2021	Healthy Homestead Hostess, LLC	L0225 · FLUSHING BANK - OPERATING	
Bill	050421	05/04/2021		6437A · PROGRAMS (ADULT)	-75.00
TOTAL					-75.00

Mastics Moriches Shirley Community Library

MAY 24, 2021

WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	62981	05/24/2021	Heidrich Landscaping Inc.	L0225 · FLUSHING BANK - OPERATING	
Bill	4815	05/10/2021		6452G · BLDG ALTERATION AND MAINT	-250.00
TOTAL					-250.00
Bill Pmt -Check	62982	05/24/2021	Henn, JoAnn	L0225 · FLUSHING BANK - OPERATING	
Bill	042121	04/21/2021		6437A · PROGRAMS (ADULT)	-80.00
Bill	042921	04/29/2021		6437A · PROGRAMS (ADULT)	-80.00
Bill	050321	05/03/2021		6437A · PROGRAMS (ADULT)	-80.00
Bill	050421	05/04/2021		6437A · PROGRAMS (ADULT)	-80.00
Bill	050521	05/05/2021		6437A · PROGRAMS (ADULT)	-80.00
TOTAL					-400.00
Bill Pmt -Check	62983	05/24/2021	Ingram Library Services	L0225 · FLUSHING BANK - OPERATING	
Bill	61886233	04/20/2021		6410C · BOOKS (C&P)	-10.94
Bill	61888592	04/23/2021		6410C · BOOKS (C&P)	-5.93
Bill	61890395	04/27/2021		6410C · BOOKS (C&P)	-22.72
Bill	61891093	04/28/2021		6410C · BOOKS (C&P)	-6.53
Bill	61891094	04/28/2021		6410C · BOOKS (C&P)	-41.83
Bill	61892248	04/29/2021		6410C · BOOKS (C&P)	-20.19
Bill	61892249	04/29/2021		6410C · BOOKS (C&P)	-9.29
Bill	61892250	04/29/2021		6410C · BOOKS (C&P)	-11.94
Bill	61892925	04/29/2021		6410C · BOOKS (C&P)	-12.04
Bill	61893149	04/30/2021		6410C · BOOKS (C&P)	-36.41
Bill	67305119	04/30/2021		6410C · BOOKS (C&P)	-10.80

Mastics Moriches Shirley Community Library

MAY 24, 2021

WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill	61896731	05/06/2021		6410C · BOOKS (C&P)	-12.88
Bill	051021	05/10/2021		6410C · BOOKS (C&P)	-6.53
Bill	61898185	05/10/2021		6410C · BOOKS (C&P)	-15.19
Bill	61898186	05/10/2021		6410C · BOOKS (C&P)	-10.29
TOTAL					-233.51
Bill Pmt -Check	62984	05/24/2021	Island Elevator Inc	L0225 · FLUSHING BANK - OPERATING	
Bill	42732	05/01/2021		6452G · BLDG ALTERATION AND MAINT	-427.00
TOTAL					-427.00
Bill Pmt -Check	62985	05/24/2021	Island School & Art Supply	L0225 · FLUSHING BANK - OPERATING	
Bill	510153	04/28/2021		6437N · PROGRAMS (TEEN)	-255.21
TOTAL					-255.21
Bill Pmt -Check	62986	05/24/2021	Janicka-Wlodek, Krystyna	L0225 · FLUSHING BANK - OPERATING	
Bill	050421	05/04/2021		6437L · PROGRAMS (LIT)	-285.00
TOTAL					-285.00
Bill Pmt -Check	62987	05/24/2021	Janowitz, Laurie	L0225 · FLUSHING BANK - OPERATING	
Bill	050621	05/06/2021		6437A · PROGRAMS (ADULT)	-150.00
TOTAL					-150.00
Bill Pmt -Check	62988	05/24/2021	JanWay Company USA, Inc.	L0225 · FLUSHING BANK - OPERATING	
Bill	137822	04/22/2021		6430G · OFFICE AND LIBRARY SUPPLIES	-1,025.00
TOTAL					-1,025.00

Mastics Moriches Shirley Community Library

MAY 24, 2021

WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	62989	05/24/2021	Kanopy Inc	L0225 · FLUSHING BANK - OPERATING	
	Bill	245948-PPU	04/30/2021		6417A · VIDEOS (ADULT)	-156.00
					6417C · VIDEOS (C&P)	-10.00
TOTAL						-166.00
	Bill Pmt -Check	62990	05/24/2021	Karant, Roberta	L0225 · FLUSHING BANK - OPERATING	
	Bill	051221	05/12/2021		6437C · PROGRAMS (C&P)	-630.00
TOTAL						-630.00
	Bill Pmt -Check	62991	05/24/2021	King Kullen	L0225 · FLUSHING BANK - OPERATING	
	Bill	210901316071	03/31/2021		6435D · CED, CONF & TRAVEL (ADM)	-19.99
	Bill	210961325601	04/06/2021		6437P10 · ELECTION	-27.95
	Bill	210991332821	04/09/2021		6437N · PROGRAMS (TEEN)	-15.19
	Bill	211051342341	04/15/2021		6413A · PERIODICALS (ADULT)	-2.50
	Bill	211131221491	04/23/2021		6437C · PROGRAMS (C&P)	-31.40
TOTAL						-97.03
	Bill Pmt -Check	62992	05/24/2021	Lamb & Barnosky, LLP	L0225 · FLUSHING BANK - OPERATING	
	Bill	135363	03/31/2021		6437P4 · ATTORNEY	-2,041.66
TOTAL						-2,041.66
	Bill Pmt -Check	62993	05/24/2021	Language Line Services Inc	L0225 · FLUSHING BANK - OPERATING	
	Bill	10228487	04/30/2021		6437P17 · TRANSLATION SERVICES	-7.25
TOTAL						-7.25

Mastics Moriches Shirley Community Library

MAY 24, 2021

WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	62994	05/24/2021	Levin, Ofra	L0225 · FLUSHING BANK - OPERATING	
	Bill	050321	05/03/2021		6437A · PROGRAMS (ADULT)	-325.00
TOTAL						-325.00
	Bill Pmt -Check	62995	05/24/2021	Linthwaite, Dara	L0225 · FLUSHING BANK - OPERATING	
	Bill	042521	04/25/2021		6437C · PROGRAMS (C&P)	-150.00
TOTAL						-150.00
	Bill Pmt -Check	62996	05/24/2021	Loeser, Gary - security staff	L0225 · FLUSHING BANK - OPERATING	
	Bill	042921 SecurityLicen	05/10/2021		6435G · CED, CONF & TRAVEL (GEN)	-75.00
					6435G · CED, CONF & TRAVEL (GEN)	-13.33
TOTAL						-88.33
	Bill Pmt -Check	62997	05/24/2021	Long Island Cares, Inc.	L0225 · FLUSHING BANK - OPERATING	
	Bill	042121	04/21/2021		6437A · PROGRAMS (ADULT)	-50.00
	Bill	050521	05/05/2021		6437A · PROGRAMS (ADULT)	-50.00
TOTAL						-100.00
	Bill Pmt -Check	62998	05/24/2021	Louis K. McLean Assoc Engrs &Surveyors P	L0225 · FLUSHING BANK - OPERATING	
	Bill	27275	05/10/2021		7500 · BUILDING IMPROVEMENTS	-942.50
TOTAL						-942.50

Mastics Moriches Shirley Community Library

MAY 24, 2021

WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	62999	05/24/2021	Loviglio, Stephanie Ann	L0225 · FLUSHING BANK - OPERATING	
	Bill	042421	04/24/2021		6437A · PROGRAMS (ADULT)	-83.00
TOTAL						-83.00
	Bill Pmt -Check	63000	05/24/2021	MacKenzie Automatic Doors Inc.	L0225 · FLUSHING BANK - OPERATING	
	Bill	407442	04/30/2021		6452G · BLDG ALTERATION AND MAINT	-487.60
TOTAL						-487.60
	Bill Pmt -Check	63001	05/24/2021	Middle Country Public Library	L0225 · FLUSHING BANK - OPERATING	
	Bill	050621	05/06/2021		6410A · BOOKS (ADULT)	-41.95
TOTAL						-41.95
	Bill Pmt -Check	63002	05/24/2021	Midwest Tape	L0225 · FLUSHING BANK - OPERATING	
	Bill	500259121	04/02/2021		6417A · VIDEOS (ADULT)	-10.49
	Bill	500277311	04/07/2021		6417A · VIDEOS (ADULT)	-105.33
	Bill	500277313	04/07/2021		6417A · VIDEOS (ADULT)	-20.64
	Bill	500277314	04/07/2021		6417C · VIDEOS (C&P)	-173.50
	Bill	500313199	04/15/2021		6417A · VIDEOS (ADULT)	-13.64
	Bill	500342052	04/23/2021		6417A · VIDEOS (ADULT)	-25.64
	Bill	500342053	04/23/2021		6417A · VIDEOS (ADULT)	-16.44
	Bill	500342054	04/23/2021		6417A · VIDEOS (ADULT)	-46.46
	Bill	500368969	04/29/2021		6417A · VIDEOS (ADULT)	-132.24
	Bill	500369190	04/29/2021		6417A · VIDEOS (ADULT)	-60.28
	Bill	500369192	04/29/2021		6417C · VIDEOS (C&P)	-36.38
	Bill	500378079	04/30/2021	hoopla	6411A · MICRO/REF CD (ADULT)	-482.64
					6411C · MICRO/REF CD (C&P)	-386.12

Mastics Moriches Shirley Community Library

MAY 24, 2021

WARRANT

Type	Num	Date	Name	Account	Paid Amount
				6411N · MICRO/REF CD (TEEN)	-96.51
Bill	500411821	05/07/2021		6417A · VIDEOS (ADULT)	-175.26
Bill	500411822	05/07/2021		6417A · VIDEOS (ADULT)	-25.64
Bill	500411823	05/07/2021		6417A · VIDEOS (ADULT)	-44.23
Bill	500445262	05/14/2021		6417A · VIDEOS (ADULT)	-144.08
Bill	500445263	05/14/2021		6417A · VIDEOS (ADULT)	-32.54
TOTAL					<u>-2,028.06</u>
Bill Pmt -Check	63003	05/24/2021	Migoya-Schlie, Catherine Victoria	L0225 · FLUSHING BANK - OPERATING	
Bill	050621	05/06/2021		6437L · PROGRAMS (LIT)	-285.00
TOTAL					<u>-285.00</u>
Bill Pmt -Check	63004	05/24/2021	Museum of Modern Art	L0225 · FLUSHING BANK - OPERATING	
Bill	renw 6/01/21-5/31/22	04/19/2021		6437A · PROGRAMS (ADULT)	-500.00
				6437N · PROGRAMS (TEEN)	-500.00
				6437C · PROGRAMS (C&P)	-500.00
TOTAL					<u>-1,500.00</u>
Bill Pmt -Check	63005	05/24/2021	Nagel, Lauren	L0225 · FLUSHING BANK - OPERATING	
Bill	050321	05/03/2021		6437C · PROGRAMS (C&P)	-260.00
TOTAL					<u>-260.00</u>
Bill Pmt -Check	63006	05/24/2021	Narvaez, Priscilla	L0225 · FLUSHING BANK - OPERATING	
Bill	050421	05/04/2021		6437L · PROGRAMS (LIT)	-171.00
TOTAL					<u>-171.00</u>

Mastics Moriches Shirley Community Library

MAY 24, 2021

WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	63007	05/24/2021	New Era Technology (prev DJJ Tech)	L0225 · FLUSHING BANK - OPERATING	
	Bill	80713-LI	05/05/2021		6439W · EQUIPMENT R & M (WIRES)	-378.18
TOTAL						-378.18
	Bill Pmt -Check	63008	05/24/2021	Northport-East Northport Public Library	L0225 · FLUSHING BANK - OPERATING	
	Bill	050621	05/06/2021		6410C · BOOKS (C&P)	-16.57
TOTAL						-16.57
	Bill Pmt -Check	63009	05/24/2021	O'Connell, Linda	L0225 · FLUSHING BANK - OPERATING	
	Bill	051021	05/10/2021		6437A · PROGRAMS (ADULT)	-175.00
TOTAL						-175.00
	Bill Pmt -Check	63010	05/24/2021	Oak Hill Publishing Company	L0225 · FLUSHING BANK - OPERATING	
	Bill	19606	05/12/2021		6410A · BOOKS (ADULT)	-86.00
TOTAL						-86.00
	Bill Pmt -Check	63011	05/24/2021	Old Westbury Gardens	L0225 · FLUSHING BANK - OPERATING	
	Bill	042921	04/29/2021		6437A · PROGRAMS (ADULT)	-118.00
					6437C · PROGRAMS (C&P)	-116.00
					6437N · PROGRAMS (TEEN)	-116.00
TOTAL						-350.00

Mastics Moriches Shirley Community Library

MAY 24, 2021

WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	63012	05/24/2021	Oriental Trading Company, Inc	L0225 · FLUSHING BANK - OPERATING	
Bill	709341941-01	04/22/2021		6437C · PROGRAMS (C&P)	-174.33
Bill	709341525-01	04/22/2021		6437N · PROGRAMS (TEEN)	-52.35
TOTAL					<u>-226.68</u>
Bill Pmt -Check	63013	05/24/2021	Patchogue-Medford Library	L0225 · FLUSHING BANK - OPERATING	
Bill	050621a	05/06/2021		6417A · VIDEOS (ADULT)	-19.99
Bill	050621b	05/06/2021		6417C · VIDEOS (C&P)	-30.00
TOTAL					<u>-49.99</u>
Bill Pmt -Check	63014	05/24/2021	Patchogue Advance, The	L0225 · FLUSHING BANK - OPERATING	
Bill	4821	05/04/2021		643765 · PROMOTION AND PUBLICITY	-135.40
Bill	4822	05/04/2021		643765 · PROMOTION AND PUBLICITY	-136.20
TOTAL					<u>-271.60</u>
Bill Pmt -Check	63015	05/24/2021	Paychex	L0225 · FLUSHING BANK - OPERATING	
Bill	Strmnt 23505162	05/17/2021		6437P12 · PAYROLL SERVICES	-105.90
TOTAL					<u>-105.90</u>
Bill Pmt -Check	63016	05/24/2021	Paychex of New York LLC	L0225 · FLUSHING BANK - OPERATING	
Bill	586568	04/28/2021		6437P12 · PAYROLL SERVICES	-529.02
Bill	586826	05/12/2021		6437P12 · PAYROLL SERVICES	-532.12
TOTAL					<u>-1,061.14</u>

Mastics Moriches Shirley Community Library

MAY 24, 2021

WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	63017	05/24/2021	Perri, Amy	L0225 · FLUSHING BANK - OPERATING	
Bill	041921	04/19/2021		6437A · PROGRAMS (ADULT)	-75.00
Bill	042621	04/26/2021		6437A · PROGRAMS (ADULT)	-75.00
Bill	050321	05/03/2021		6437A · PROGRAMS (ADULT)	-75.00
Bill	051021	05/10/2021		6437A · PROGRAMS (ADULT)	-75.00
TOTAL					-300.00
Bill Pmt -Check	63018	05/24/2021	Petty Cash	L0225 · FLUSHING BANK - OPERATING	
Bill	051421cpsd	05/14/2021		6437C · PROGRAMS (C&P)	-28.00
TOTAL					-28.00
Bill Pmt -Check	63019	05/24/2021	Piper-Gebhard, Randi	L0225 · FLUSHING BANK - OPERATING	
Bill	050621	05/06/2021		6437L · PROGRAMS (LIT)	-300.00
TOTAL					-300.00
Bill Pmt -Check	63020	05/24/2021	Quadient, Inc. -- supplies only	L0225 · FLUSHING BANK - OPERATING	
Bill	40170608	05/10/2021		6439G · EQUIPMENT R & M (GEN)	-26.00
TOTAL					-26.00
Bill Pmt -Check	63021	05/24/2021	Quogue Library	L0225 · FLUSHING BANK - OPERATING	
Bill	051021	05/10/2021		6410A · BOOKS (ADULT)	-17.95
TOTAL					-17.95

Mastics Moriches Shirley Community Library

MAY 24, 2021

WARRANT

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	63022	05/24/2021	R. Essay Plumbing & Heating Inc.	L0225 · FLUSHING BANK - OPERATING	
	Bill	22552936- Backflow	04/10/2021		6437P5 · BACKFLOW INSPECTION	-150.00
TOTAL						-150.00
	Bill Pmt -Check	63023	05/24/2021	Ray-Block Stationery Co. Inc.	L0225 · FLUSHING BANK - OPERATING	
	Bill	IN54435	05/12/2021		6439G · EQUIPMENT R & M (GEN)	-94.21
TOTAL						-94.21
	Bill Pmt -Check	63024	05/24/2021	Roeder, Kathy	L0225 · FLUSHING BANK - OPERATING	
	Bill	043021a	04/30/2021		6437C · PROGRAMS (C&P)	-500.00
	Bill	043021b	04/30/2021		6437C · PROGRAMS (C&P)	-500.00
TOTAL						-1,000.00
	Bill Pmt -Check	63025	05/24/2021	Rondon, Miriam	L0225 · FLUSHING BANK - OPERATING	
	Bill	050521	05/05/2021		6437L · PROGRAMS (LIT)	-128.25
TOTAL						-128.25
	Bill Pmt -Check	63026	05/24/2021	Sandpebble Preconstruction Inc.	L0225 · FLUSHING BANK - OPERATING	
	Bill	PostRef ProjReq 13	05/12/2021		7500 · BUILDING IMPROVEMENTS	-67,042.80
					7500 · BUILDING IMPROVEMENTS	-4,261.90
					7500 · BUILDING IMPROVEMENTS	-2,763.96
					7500 · BUILDING IMPROVEMENTS	-535.50
					7500 · BUILDING IMPROVEMENTS	-751.26
TOTAL						-75,355.42

Mastics Moriches Shirley Community Library

MAY 24, 2021

WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	63027	05/24/2021	Scott, Robert	L0225 · FLUSHING BANK - OPERATING	
Bill	041921	04/19/2021		6437C · PROGRAMS (C&P)	-420.00
Bill	050721	05/07/2021		6437C · PROGRAMS (C&P)	-420.00
Bill	051721	05/17/2021		6437A · PROGRAMS (ADULT)	-325.00
TOTAL					<u>-1,165.00</u>
Bill Pmt -Check	63028	05/24/2021	Shattes, Krista	L0225 · FLUSHING BANK - OPERATING	
Bill	042221	04/22/2021		6437A · PROGRAMS (ADULT)	-100.00
Bill	042921	04/29/2021		6437A · PROGRAMS (ADULT)	-100.00
Bill	050621	05/06/2021		6437A · PROGRAMS (ADULT)	-100.00
Bill	051321	05/13/2021		6437A · PROGRAMS (ADULT)	-100.00
Bill	052021	05/20/2021		6437A · PROGRAMS (ADULT)	-100.00
TOTAL					<u>-500.00</u>
Bill Pmt -Check	63029	05/24/2021	Sininsky, Erica	L0225 · FLUSHING BANK - OPERATING	
Bill	050621	05/06/2021		6437L · PROGRAMS (LIT)	-120.00
TOTAL					<u>-120.00</u>
Bill Pmt -Check	63030	05/24/2021	South Country Library	L0225 · FLUSHING BANK - OPERATING	
Bill	050621	05/06/2021		6417A · VIDEOS (ADULT)	-22.00
TOTAL					<u>-22.00</u>

Mastics Moriches Shirley Community Library

MAY 24, 2021

WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	63031	05/24/2021	South Shore Press, Inc.	L0225 · FLUSHING BANK - OPERATING	
Bill	L12945 orig120220	01/01/2021		643765 · PROMOTION AND PUBLICITY	-77.25
Bill	L13077	01/06/2021		643765 · PROMOTION AND PUBLICITY	-77.25
Bill	L13122	02/03/2021		643765 · PROMOTION AND PUBLICITY	-77.25
Bill	L13155	02/17/2021		643765 · PROMOTION AND PUBLICITY	-1,257.00
Bill	L13156	02/17/2021		643765 · PROMOTION AND PUBLICITY	-1,257.00
Bill	74130	04/28/2021		643765 · PROMOTION AND PUBLICITY	-3,000.00
Bill	L13287	05/05/2021		643765 · PROMOTION AND PUBLICITY	-77.25
Bill	L13299	05/05/2021		643765 · PROMOTION AND PUBLICITY	-234.00
Bill	L13300	05/05/2021		643765 · PROMOTION AND PUBLICITY	-234.00
TOTAL					-6,291.00
Bill Pmt -Check	63032	05/24/2021	Sparling, Nicole S.	L0225 · FLUSHING BANK - OPERATING	
Bill	042221	04/22/2021		6437C · PROGRAMS (C&P)	-325.00
Bill	050821	05/08/2021		6437C · PROGRAMS (C&P)	-325.00
TOTAL					-650.00
Bill Pmt -Check	63033	05/24/2021	Staples Advantage	L0225 · FLUSHING BANK - OPERATING	
Bill	8061942839	04/16/2021		6437A · PROGRAMS (ADULT)	-5.99
				6430G · OFFICE AND LIBRARY SUPPLIES	-49.99
Bill	8061942843	04/16/2021		6437A · PROGRAMS (ADULT)	-20.16
				6430G · OFFICE AND LIBRARY SUPPLIES	-46.22
				6430G · OFFICE AND LIBRARY SUPPLIES	-132.25

Mastics Moriches Shirley Community Library

MAY 24, 2021

WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill	8062013410	04/23/2021		6430G · OFFICE AND LIBRARY SUPPLIES	-11.99
				6437D · PROGRAMS (DIGITAL)	-5.32
Bill	8062085157	04/30/2021		6430G · OFFICE AND LIBRARY SUPPLIES	-264.50
				6430G · OFFICE AND LIBRARY SUPPLIES	-113.20
				6451G · CUSTODIAL SUPPLIES	-84.72
TOTAL					-734.34
Bill Pmt -Check	63034	05/24/2021	State Chemical Solutions	L0225 · FLUSHING BANK - OPERATING	
Bill	901904408	03/15/2021		6451G · CUSTODIAL SUPPLIES	-474.79
Bill	901909296	03/18/2021		6451G · CUSTODIAL SUPPLIES	-223.92
TOTAL					-698.71
Bill Pmt -Check	63035	05/24/2021	Strunk-Albert Engineering	L0225 · FLUSHING BANK - OPERATING	
Bill	10326	04/27/2021		7500 · BUILDING IMPROVEMENTS	-21,000.00
TOTAL					-21,000.00
Bill Pmt -Check	63036	05/24/2021	Suffolk Cooperative Library System	L0225 · FLUSHING BANK - OPERATING	
Bill	85251	04/20/2021		2820 · Venue Resales	-3,000.00
TOTAL					-3,000.00
Bill Pmt -Check	63037	05/24/2021	Tank Me Later, LLC	L0225 · FLUSHING BANK - OPERATING	
Bill	1800	04/14/2021		6452G · BLDG ALTERATION AND MAINT	-225.00
Bill	1855	04/28/2021		6452G · BLDG ALTERATION AND MAINT	-225.00
Bill	1920	05/12/2021		6452G · BLDG ALTERATION AND MAINT	-225.00
TOTAL					-675.00

Mastics Moriches Shirley Community Library

MAY 24, 2021

WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	63038	05/24/2021	TBS Contracting Ltd.	L0225 · FLUSHING BANK - OPERATING	
Bill	1021	05/11/2021		6452G · BLDG ALTERATION AND MAINT	-1,200.00
Bill	1022	05/11/2021		6452G · BLDG ALTERATION AND MAINT	-3,900.00
Bill	1023	05/11/2021		6452G · BLDG ALTERATION AND MAINT	-2,775.00
TOTAL					-7,875.00
Bill Pmt -Check	63039	05/24/2021	Thermal Solutions, Inc.	L0225 · FLUSHING BANK - OPERATING	
Bill	C434603 Qtr1	04/28/2021		6452G · BLDG ALTERATION AND MAINT	-2,336.25
TOTAL					-2,336.25
Bill Pmt -Check	63040	05/24/2021	True Nature Landscaping - NghbrhdRd MB	L0225 · FLUSHING BANK - OPERATING	
Bill	16868	05/11/2021		6452G · BLDG ALTERATION AND MAINT	-450.00
TOTAL					-450.00
Bill Pmt -Check	63041	05/24/2021	Vergara, Josmary A.	L0225 · FLUSHING BANK - OPERATING	
Bill	050621	05/06/2021		6437L · PROGRAMS (LIT)	-399.00
TOTAL					-399.00
Bill Pmt -Check	63042	05/24/2021	Vivas, Chris	L0225 · FLUSHING BANK - OPERATING	
Bill	042221	04/22/2021		6437C · PROGRAMS (C&P)	-200.00
Bill	050421	05/04/2021		6437C · PROGRAMS (C&P)	-150.00
TOTAL					-350.00

Mastics Moriches Shirley Community Library

MAY 24, 2021

WARRANT

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	63043	05/24/2021	W. B. Mason Co., Inc.	L0225 · FLUSHING BANK - OPERATING	
Bill	219574122	04/20/2021		6437A · PROGRAMS (ADULT)	-0.79
Bill	219780963	04/28/2021		6437L · PROGRAMS (LIT)	-38.96
Bill	220004722	05/06/2021		6430G · OFFICE AND LIBRARY SUPPLIES	-48.99
TOTAL					-88.74
Bill Pmt -Check	63044	05/24/2021	Waldner's Business Environments, Inc.	L0225 · FLUSHING BANK - OPERATING	
Bill	415676	05/13/2021		6430G · OFFICE AND LIBRARY SUPPLIES	-135.00
TOTAL					-135.00
Bill Pmt -Check	63045	05/24/2021	Winters Bros. Hauling of LI, LLC	L0225 · FLUSHING BANK - OPERATING	
Bill	002029007	04/30/2021		6432G · CARTAGE	-285.00
TOTAL					-285.00
					-184,989.85

I hereby certify that at a meeting on May 24, 2021
the above vouchers were approved and authorized.

Signed: _____

Mastics Moriches Shirley Community Library
April 27, 2021
Payroll Benefits Warrant

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	EFT	04/30/2021	1099 NYS Employees' Retirement System	L0226 - FLUSHING BANK - PAYROLL	
	Bill	04302021	04/30/2021		L0163 - RC ERS CONTRIBUTIONS	\$ (3,028.97)
					L0161 - RL - ERS LOAN	\$ (2,199.00)
TOTAL						\$ (5,227.97)
	Bill Pmt -Check	6761	04/30/2021	1094 The NYS Deferred Compensation Plan	L0226 - FLUSHING BANK - PAYROLL	
	Bill	04302021	04/30/2021		L0173 - 457B NYS DEFERRED COMP	\$ (1,893.23)
TOTAL						\$ (1,893.23)
	Bill Pmt -Check	6762	04/30/2021	1095 Met Life	L0226 - FLUSHING BANK - PAYROLL	
	Bill	04302021	04/30/2021		L0171 - 403B MET LIFE	\$ (1,600.00)
TOTAL						\$ (1,600.00)
	Bill Pmt -Check	6763	04/30/2021	1096 Prudential	L0226 - FLUSHING BANK - PAYROLL	
	Bill	04302021	04/30/2021		L0172 - 403B PRUDENTIAL	\$ (100.00)
TOTAL						\$ (100.00)
	Bill Pmt -Check	6765	04/30/2021	CSEA Employee Benefit Fund	L0226 - FLUSHING BANK - PAYROLL	
	Bill	04302021	04/30/2021		L0510 - CSEA POST TAX DENTAL	\$ (69.82)
TOTAL						\$ (69.82)
	Bill Pmt -Check	6766	04/30/2021	CSEA, Inc.	L0226 - FLUSHING BANK - PAYROLL	
	Bill	04302021	04/30/2021		L0500 - CSEA UNION DUES	\$ (1,808.02)
TOTAL						\$ (1,808.02)
					TOTAL	\$ (10,699.04)

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
May 11, 2021
Pay Benefits Warrant

	Type	Num	Date	Name	Account	Paid Amount
	Bill Pmt -Check	6768	05/14/2021	1094 The NYS Deferred Compensation Plan	L0226 - FLUSHING BANK - PAYROLL	
TOTAL	Bill	05142021	05/14/2021		L0173 - 457B NYS DEFERRED COMP	\$ (2,030.90)
						\$ (2,030.90)
	Bill Pmt -Check	6769	05/14/2021	1095 Met Life	L0226 - FLUSHING BANK - PAYROLL	
TOTAL	Bill	05142021	05/14/2021		L0171 - 403B MET LIFE	\$ (1,600.00)
						\$ (1,600.00)
	Bill Pmt -Check	6770	05/14/2021	1096 Prudential	L0226 - FLUSHING BANK - PAYROLL	
TOTAL	Bill	05142021	05/14/2021		L0172 - 403B PRUDENTIAL	\$ (100.00)
						\$ (100.00)
	Bill Pmt -Check	6771-6788	05/14/2021	Medicare Reimbursement Payments	L0226 - FLUSHING BANK - PAYROLL	
	Bill	05142021	05/14/2021		9060 - MEDICAL INSURANCE	\$ (4,584.40)
						\$ (4,584.40)
	Bill Pmt -Check	6789	05/14/2021	CSEA Employee Benefit Fund	L0226 - FLUSHING BANK - PAYROLL	
TOTAL	Bill	05142021	05/14/2021		L0510 - CSEA POST TAX DENTAL	\$ (23.27)
						\$ (23.27)
	Bill Pmt -Check	6790	05/14/2021	CSEA, Inc.	L0226 - FLUSHING BANK - PAYROLL	
TOTAL	Bill	05142021	05/14/2021		L0500 - CSEA UNION DUES	\$ (1,808.02)
						\$ (1,808.02)
	Bill Pmt -Check	6767	05/11/2021	1098 State Of NY Department of Civil Serv	L0226 - FLUSHING BANK - PAYROLL	
TOTAL	Bill	563	05/11/2021		9060 - MEDICAL INSURANCE	\$ (70,957.80)
						\$ (70,957.80)
					TOTAL	\$ (81,104.39)

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

Signed: _____
Title: Secretary

Director's Report

May 2021

NYS Annual Report

We are submitting our required NYS Annual Report for your approval. I'd like to extend my appreciation to Lorraine Squires and Chris Nowak for their work on gathering the required data.

Strategic Planning

I have been working with our public service department heads on their draft departmental strategic plans for FY 21-22. As with all library business, even planning has been impacted by COVID-19 as there is less transactional data to analyze on a year over year basis. The plans, once complete, will feed into our overall library strategic plan for the upcoming year.

Long-Range Planning

Our current Long-Range Plan expires at the end of 2021. We will begin updating our existing plan this summer and look forward to gathering input from the board and the community. It is my goal to create and benefit from community focus groups for input into our next plan.

Building Project

The building committee chair will update us on the building project progress details. Most of my time continues to be spent on work related to our building project.

We had our first board fundraising sub-committee meeting. Thanks to trustees Marks and Furnari for volunteering to work on this important committee.

We toured our three library locations with Senator Weik and her representative during the past month. The Senator was briefed on our overall project and the opportunities and challenges we face in each location. Also present at the Mastic Beach tour was Brookhaven Town Highway Superintendent Dan Losquadro. Mr. Losquadro and Assemblyman DeStefano are assisting us with a SAM grant for select site work at the Mastic Beach Branch project.

Assistant Director D'amato assisted by sending project information to the Senator before she visited and by following up with a request for NYS bullet-aid to assist with costs specifically not covered by the bond. Letters requesting bullet-aid were also sent to our other NYS representatives.

COVID-19 Update

We continue to navigate the rapidly changing guidance and regulations related to the pandemic. Staying informed has required many county-wide meetings with other library directors, communications with our neighboring libraries, as well as obtaining guidance from our attorneys. Keeping our employees and community as safe as possible while at our facility remains a critically important component of our phased re-opening plan.

We will ask the board to formerly approve the library moving into Phase 4 of our Re-Opening Plan. We will also ask for a motion tonight to adopt the current CDC and NYS Guidelines on masks and social distancing that we are putting in place.

Phase 4 includes all the services available in Phases 1-3 and is described as follows:

Masks

The Department of Health strongly recommends masks in indoor settings where vaccination status of individuals is unknown. Mask requirements by businesses must adhere to all applicable federal and state laws and regulations.

- Fully vaccinated patrons do not need to wear a mask to enter the library.
- Unvaccinated patrons must continue to wear masks in the library in compliance with CDC guidance and NYS regulations effective 5/19/2021.

Library Capacity Rules

The library capacity will only be limited by the space available for patrons or parties of patrons to maintain the required social distance of 6 feet.

CDC Revised Guidelines

<https://www.cdc.gov/coronavirus/2019-ncov/vaccines/fully-vaccinated.html>

NYS Revised Guidelines

<https://www.governor.ny.gov/news/governor-cuomo-announces-new-york-state-adopt-new-cdc-guidance-mask-use-and-social-distancing>

Programs

May the 4th be with you *Star Wars Day* programs were a big success. It was great to see families and people of all ages in the library throughout the day. For a few hours it felt like pre-COVID19 normal! As part of the event our Teen and Digital Services Departments had the green screen set up so visitors could pick their favorite Star Wars background for their lightsaber photographs.



On May 6th Senator Palumbo joined us for his co-sponsored *Shed the Meds* Event at the library. Last week we met with Senator Palumbo to request a change to the NYS Tax Cap formula for public libraries. We are hopeful that the Senator will sponsor legislation that will create parity between public libraries and school districts in how capital project debt service is factored in to the NYS tax cap.

On May 15th *Brookhaven Town Cleanup Event* was attended by over 80 members of our community who are students in our Literacy Department program (and their families) and some library employees/volunteers. Town Supervisor Ed Romain, Town Councilman Dan Panico, Senator Weik, and Suffolk County Legislator Candidate Jim Mazarella along with Library Trustee Joseph Furnari attended the kick-off.

Our *Outdoor Game Day* is being held at the library on 5/22 so we can look forward to hearing about that at the board meeting. Staff members are excited about *Summer With Us* at the library. While social distancing and masks are still required by NYS in our programs it is a great improvement over last year. We still plan to continue virtual and hybrid programs as well.

Suffolk Cooperative Library System & Federal Stimulus Funding

SCLS is going to receive 1.4 million dollars more than it had budgeted for income due to the Federal Stimulus Package. As a result of this funding which will offer expanded services and programs to libraries, SCLS purchased two online services for public use. Our residents now have access to **VetsNow** and **JobsNow**.

JobNow provides various tools to help with every step of the job search including live resume assistance, career planning, live career coaching, and live interview preparation.

<https://www.communitylibrary.org/research-learning/learn-new-skills/brainfuse-jobnow/>

VetNow supports veterans and their families with navigating the VA bureaucracy, providing academic tutoring, and assisting with employment transition.

<https://www.communitylibrary.org/research-learning/learn-new-skills/brainfuse-vetnow/>

There are direct links on our webpage to both resources.

SCLS will utilize some of the funding for adjustments to staff salaries, adding f/t positions, increasing their program budget, and some needed facility work.

SCLS plans to re-open it's building for in-person meetings shortly. The SLED and Lending Library will be available to member libraries again soon.

Continuing Education

I attended an online training offered by PULISDO entitled: *The New Safety: Factoring the CDC's 5/13 Guidance and NY's Changing Mandates Into the Mix At Your Library*, Friday, May 21st @ 1:00 pm.

Trustee Training

Public Library Trustee "101"

This online workshop intended to provide an overview of the basic information and resources that will allow someone to successfully serve as a public library trustee in Suffolk County.

Although it is part of a new trustee's training program all are welcome to sign up for a refresher course. I will email you the registration information in case you wish to participate.

- * Library Missions
- * Key Roles and Responsibilities
- * Board Meetings
- * Reports (Personnel and Financial)
- * "Sunshine" Laws "
- * Important Documents
- * Resources for Trustees

Date; Wednesday, June 23, 2021, Time; 6:30pm, Location; Online (Zoom)

Schedule

I will be away May 26-28 and June 7-11.

	July	August	September	October	November	December	January	February	March	April	May	June	YTD Total	Last YTD Total
Patron Visits	1	1	1	1	1	1	1	1	1				8	202,707
Website Visits	14,629	13,721	13,935	14,558	13,452	11,623	13,342	12,399	13,406	12,583			133,648	167,609
Adult	18	13	4	14	796	41	36	21	19	40			1,002	183
Children's	59	40	76	82	83	37	95	66	54	473			1,065	681
Teen	134	83	65	85	62	36	100	70	110	45			790	733
Program Calendar	18	41	36	25	43	52	3	4	421	2			645	695
Library Link	630	685	889	868	873	636	871	786	983	917			8,138	13,865
CommunityLibrary.org	8,219	8,407	8,680	8,471	7,682	7,139	7,943	7,943	8,287	7,605			80,376	98,356
Facebook	3,464	1,476	1,233		1,134	1,196	1,327	1,086	1,068				8,520	15,216
Mobile App	120	155	161	135									571	1,374
Circulation	33,295	31,741	32,247	31,597	29,734	29,716	29,543	28,777	29,069	26,224	0	0	301,943	374,695
Staff assisted checkouts & renewals	5,711	6,844	7,477	7,372	6,641	6,424	6,543	6,368	6,437	6,064			65,881	103,062
Express Lane Checkouts & renewals	1,169	1,940	2,302	2,449	1,925	1,955	2,062	1,996	2,082	2,189			20,069	61,773
Renewals by patrons (web)	16,958	14,003	14,328	13,721	12,938	13,271	12,305	10,997	12,138	9,676			130,335	153,057
Museum Pass Checkouts	0	34	64	52	10	8	9	14	16	34			241	874
eBook Checkouts	4,353	3,887	3,824	3,724	3546	3517	4,115	3813	3859	4010			38,648	27,371
Movie Streams/Downloads	990	828	630	726	629	791	728	658	849	659			7,488	2,341
Music Streams/Downloads	2,342	2,439	1,922	1,822	2,438	2,087	1,964	2,016	1,907	1,634			20,571	12,852
eAudiobook Checkouts	1,431	1,494	1,412	1,421	1344	1,373	1,527	2674	1550	1689			15,915	11,844
eMagazine Checkouts	341	272	288	310	263	290	290	241	231	269			2,795	1,521
ILLs out	1,544	1,354	1,339	1,483	1,104	1,000	1,056	1,006	1,121	912			11,919	13,463
ILLs in	927	905	897	829	692	794	749	759	729	757			8,038	8,931
Holds	2,081	1,827	2,020	1,681	1,613	1,423	1,676	1,542	1,504	1,283			16,650	21,277
Filled Holds	1,987	1,653	1,584	1,525	1,313	1,332	1,377	1,240	1,240	1,151			14,402	19,155
New Library Cards	53	68	135	148	83	59	101	78	130	100			955	1,823
New/Renewed Contract Patrons	565	4	6	7	3	0	4	2	4	2			597	498
Computer Usage	1,666	2,352	2,843	3,417	2,875	2,577	3,120	2,405	3,318	3,384	0	0	27,957	58,688
Adult	604	979	1,235	1,404	1,206	871	1,254	1,143	1,579	1,434			11,709	19,879
Children's	19	79	109	147	101	82	103	63	72	106			881	4,567
Teen	20	47	115	127	79	99	107		105	104			803	4,437
Public Wireless	1,023	1,247	1,384	1,739	1,489	1,525	1,656	1,199	1,562	1,740			14,564	29,805
Fax/Copy/email service													0	4,667
Reference Questions	982	1,248	1,163	1,160	996	779	948	817	982	808	-	-	9,883	15,922
Adult	743	1,003	1,031	947	772	606	707	651	753	596			7,809	12,086
Children's	90	95	80	87	137	119	110	52	127	134			1,031	2,955
Teen	38	34	34	41	30	17	48	19	39	37			337	445
Chat Reference	111	116	18	85	57	37	83	95	63	41			706	436
Other Questions	813	1,402	1,477	1,757	1,561	1,729	1,631	1,414	1,798	1,523	-	-	15,105	36,596
Adult	570	1,111	1,135	1,304	1,123	1,229	1,176	1,044	1,294	1,161			11,147	19,468
Children's	171	156	117	226	243	272	228	181	253	147			1,994	11,520
Teen	72	135	225	227	195	228	227	189	251	215			1,964	5,608
Programs, In-House Attendance	125	589	99	177	508	1,048	1,168	1,704	1,389	1,214	-	-	8,021	34,512
Programs, In-House Sessions	80	32	56	20	16	36	41	42	45	23	-	-	391	1,773
Adult	0	-	-	-	0	4	2	14	63	21				7,333
Adult # of Sessions	0	-	-	-	0	4	2	5	12	5				707
Children's	125	589	99	177	508	1,031	1,147	1,584	1,260	1,193				23,357
Children's # of Sessions	80	32	56	20	16	25	27	23	12	18				524
Teen	0	-	-	-		13	19	106	66					3,822
Teen # of Sessions	0	-	-	-		7	12	14	21					542
Community Services														-
Community Services # of Sessions														-

Outside Organizations															-
Outside Organizations # of Sessions															-
Programs, Offsite Attendance	38	32	52	524	148	85	53	120	341	186	-	-	1,579	14,665	
Programs, Offsite Sessions	2	3	11	10	10	6	3	8	15	17	-	-	85	911	
Adult	38	20	20		57	47	53	105	59	78			477	1,011	
Adult # of Sessions	2	1	1		5	3	3	7	12	8			42	98	
Children's	0	12	25	523	91	38	-	15	282	108			1,094	3,150	
Children's # of Sessions	0	2	6	8	5	3	-	1	3	9			37	44	
Teen	0	0	7	1	0	-	-						8	459	
Teen # of Sessions	0	0	4	2	0	-	-						6	56	
Community Services													-	-	
Community Services # of Sessions													-	-	
Outside Organizations													-	10,045	
Outside Organizations # of Sessions													-	713	
Programs, Digital Attendance	7,449	6,338	4,721	6,191	6,716	5,669	5,582	7,430	5,062	4,960	-	-	60,118	-	
Programs, Digital Sessions	79	72	79	90	65	61	75	76	104	46	-	-	747	-	
Adult	5,518	5,051	3,401	4,294	4,843	4,339	4,013	6,068	3,808	3,419			44,754	-	
Adult # of Sessions	38	38	44	51	27	28	31	36	52	27			372	-	
Children's	1,873	1,175	1,277	1,851	1,784	1,265	1,408	1,343	1,118	1,541			14,635	-	
Children's # of Sessions	16	9	11	18	17	20	22	19	20	19			171	-	
Teen	58	112	43	46	89	65	161	19	136				729	-	
Teen # of Sessions	25	25	24	21	21	13	22	21	32				204	-	
Community Services													-	-	
Community Services # of Sessions													-	-	
Outside Organizations													-	-	
Outside Organizations # of Sessions													-	-	
Programs, Literacy Attendance	0	-	-	-	14	18	97	90	141	119	-	-	479	10,138	
Programs, Literacy Sessions	0	-	-	-	4	4	19	18	27	20	-	-	92	652	
In-house Attendance					14	18	73	66	99	79			349	3,115	
In-house Children's Attendance							24	24	42	40			130	1,215	
In-house # of Sessions					4	4	19	18	27	20			92	261	
Offsite attendance													-	4,290	
Offsite Children's Attendance, toddler													-	526	
Offsite Children's Attendance, school age													-	992	
Offsite # of sessions													-	391	
Programs, Digital Literacy Attendance	234	102	218	532	435	191	381	351	559	483	-	-	3,486	-	
Programs, Digital Literacy Sessions	34	14	19	50	43	22	37	36	51	54	-	-	360	-	
Adult Attendance	234	102	218	532	435	191	381	351	559	483			3,486	-	
Children's Attendance													-	-	
# of Sessions	34	14	19	50	43	22	37	36	51	54			360	-	
Offsite attendance													-	-	
Children's Attendance, toddler													-	-	
Children's Attendance, school age													-	-	
Hours of Instruction, Literacy in-house													-	-	
Hours of Instruction, Literacy offsite													-	-	



Reopening New York

Implementing CDC Guidance



Effective May 19, New York has adopted the Centers for Disease Control and Prevention's (CDC) "[Interim Public Health Recommendations for Fully Vaccinated People](#)," issued May 13, for most businesses and public settings.

Businesses are authorized to require masks and six feet of social distancing for employees and/or patrons within their establishments OR adhere to CDC guidance, which advises that fully vaccinated individuals do not need to wear masks or be socially distanced, but unvaccinated individuals must continue to wear masks and be socially distanced in most settings.*

- The Department of Health strongly recommends masks and six feet of social distancing in indoor settings where vaccination status of individuals is unknown. Any mask requirements that businesses choose to implement must adhere to all applicable federal and state laws and regulations (e.g., Americans with Disabilities Act)
- *This provision applies across most commercial settings, including but not limited to retail, food services, offices, gyms and fitness centers, amusement and family entertainment, hair salons, barber shops and other personal care services, among other settings. However, Pre-K to 12 schools, public transit, homeless shelters, correctional facilities, nursing homes, and healthcare settings are exempt and must continue to follow the State's existing COVID-19 health guidelines until more New Yorkers are fully vaccinated.

For businesses that do not congregate patrons and/or that operate below the State's social gathering limit of 250 indoors or 500 outdoors (e.g., retail, food services, offices)

If businesses are implementing the CDC guidance, they may require proof of full vaccination status through paper form, digital application, or the State's [Excelsior Pass](#). Alternatively, such businesses may rely upon self-reporting of vaccination status (e.g., honor system).

- If the business is following the CDC guidance, fully vaccinated individuals do not need to wear masks or be socially distanced, but unvaccinated individuals must continue to wear masks and be socially distanced.
 - The business may decide to apply this guidance to the entire establishment or a separate, designated part of the establishment.
- If the business is not following the CDC guidance, all individuals must wear masks and maintain six feet of social distancing.
 - Business capacity is only limited by the space available for patrons or parties of patrons to maintain the required social distance.

For businesses that congregate patrons and operate above the State's social gathering limit (e.g., event venues, sports competitions, performing arts and entertainment, catering halls, conventions)

Business capacity is only limited by the space available for patrons or parties of patrons to maintain the following required distance:

Unvaccinated individuals** and individuals who have an unknown vaccination status must be spaced six feet apart in assigned sections. Masks are required indoors, except while seated and eating or drinking. Masks are optional outdoors while seated and socially distanced.

- **For indoor events above the gathering limit, attendees over the age of four who are not presenting proof of full vaccination status must instead present proof of recent negative COVID-19 test result (i.e., PCR/NAAT within 72 hours or antigen within 6 hour prior to admission). Outdoor events do not require proof of recent negative COVID-19 test result.

Fully vaccinated individuals do not need to be socially distanced in assigned sections. Masks are optional.

- Businesses seeking to implement fully vaccinated sections, eliminating social distancing and increasing capacity, must require proof of vaccination status and cannot rely upon self-reporting of vaccination status (e.g., honor system). Businesses can operate up to 100% capacity so long as all attendees are fully vaccinated, consistent with all applicable federal and state laws and regulations.

Children under the age of 12 who are not yet vaccine eligible, and under the age of 16 who have not yet been vaccinated, may accompany and be seated with a vaccinated adult in a fully vaccinated section.

WEAR A MASK.

GET TESTED.

SAVE LIVES.



Reopening New York

Implementing CDC Guidance



OPEN

New York State's Reopening Guidance, Effective May 19

OR

Businesses are authorized to keep the current guidance in place:

- Require 6 feet of social distancing and masks for all individuals, including employees and/or patrons

Businesses can adhere to CDC guidelines:

- **Unvaccinated individuals:** Require 6 feet of social distancing and wear masks in most settings
- **Vaccinated individuals:** No social distancing or masks required, except certain settings

Businesses that congregate patrons and operate **above** the social gathering limit*

Businesses that do not congregate patrons and/or that operate **below** the social gathering limit

Businesses must require proof of vaccination via:

- Paper form
- Digital application
- [State's Excelsior Pass](#)

Businesses may rely upon self-reporting of vaccination status (e.g., honor system)

Businesses may decide to apply CDC guidance to the entire establishment or a separate, designated part of the establishment**

- Business capacity is only limited by the space available for patrons or parties of patrons to maintain the required distance
 - Businesses can operate up to 100% capacity so long as all attendees are fully vaccinated
- Implementation options to consider:
 - Assign part of space for vaccinated individuals based on % of the total capacity or absolute #
 - Assign different times to vaccinated and unvaccinated individuals

Businesses may decide to apply CDC guidance to the entire establishment or a separate, designated part of the establishment

- Business capacity is only limited by the space available for patrons or parties of patrons to maintain the required distance

See prior page for more detailed guidance on New York State's implementation of CDC guidance.

*As of May 19, the State's social gathering limits are 250 attendees indoors and 500 attendees outdoors.

**Indoor events above the gathering limit require unvaccinated individuals to present proof of recent negative COVID-19 test result.

WEAR A MASK.

GET TESTED.

SAVE LIVES.

April 2021 Statistics At-A-Glance

Programming

40 Virtual & In-Person Program Sessions

3,419 Views/Active Participants in these programs #

Computers

1,087 MMSCL Resident Logins

313 Visitor Logins

34 Mac Lab Logins

1,434 Total Computer Logins #

Reference & Information Questions

596 Reference Questions

1,161 Information Inquiries

1,756 Total Questions #

This April the Reference and Adult Services Department assisted in the Family Literacy Book Sale that was held on Friday and Saturday, April 23rd and 24th in the front parking lot of the library. For the last year, we have been proactive in trying to increase our circulation statistics by doing an in-depth inventory of our collection and weeding of non-circulating items. These books and media were then sold at the book sale. We also hosted a craft table for patrons to partake in while visiting the two day event. Librarian Carole Lingg put together magnetic book mark kits that, when put together, were a beautiful homage to the uniqueness of the library.



Librarian Brad Shupe has been posting weekly Local History articles to our Facebook and Instagram accounts. These types of posts are accruing some of the highest engagements on line than any other type of posted content. One of his most recent articles was written to celebrate the 100th birthday of Mastic Park. The old newspaper articles from The Brooklyn Citizen describing Mastic are fascinating! This specific post reached 1,251 people, with 167 engagements and 9 shares.

Give Your Family a Chance

To Enjoy This Summer—and Every Summer
Enjoy Life and Find Health and Fun and Recreation in the "Bungalow Land Supreme"

A Paradise for Week-ends and Vacations On the South Shore of Long Island

YOU DO NOT NEED A LOT OF MONEY to own a desirably located plot in one of the finest spots on the glorious South Shore of Long Island, the section to which every day men and women are turning literally in thousands as the ideal vacation land, the coming playground and homeground for Greater New York.

Get In on the Great Long Island Boom

The Brooklyn Citizen is one of New York's leading daily and Sunday newspapers, and while it is not engaged in any way in the real estate business, is cooperating with you and your family to make you the owner of the land you would like to have at a price that is absurdly low for lots that compare with these in location and attractiveness.

MASTIC PARK

is located 65 miles from New York, with splendid train service, on the South Shore of Long Island, where values are soaring and great things are under way in developing it into the playground and vacation spot worthy of the greatest city in the world. The Brooklyn Citizen is cooperating with you through a thoroughly worked out and most practical plan of purchase and cooperation. The Brooklyn Citizen offers you these splendid and in every way desirable lots at Mastic Park, where woodland beauty goes hand in hand with the amazingly low price of

TOTAL PRICE ONLY \$55 A LOT

\$10 DOWN \$3 A MONTH

NO INTEREST
NO ASSESSMENTS
ALL LOTS THE SAME PRICE

Remember that you are interested in your purchase by the privilege and reputation and the value of this great family newspaper when you buy lots at Mastic Park.

**TO BROOKLYN CITIZEN
CIRCULATION AND PROMOTION DEPT.
110 Nassau St., Brooklyn, N. Y.**

NAME

ADDRESS

CITY

STATE

ZIP

DATE

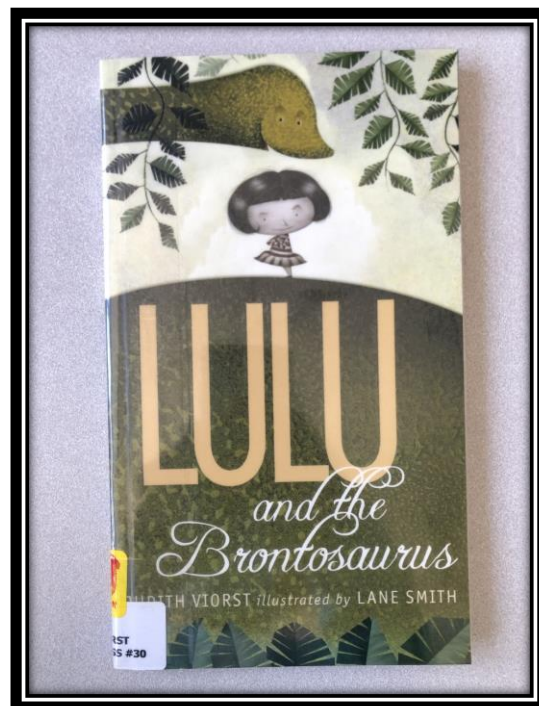
MAIL TO: BROOKLYN CITIZEN, CIRCULATION AND PROMOTION DEPT., 110 NASSAU ST., BROOKLYN, N. Y.



May 24, 2021

Sylvia Maurer

This April the Children's and Parents' Services Department partnered with Mrs. Farra, a third grade teacher from Nathaniel Woodhull Elementary School on a book club project. Mrs. Farra was working to create the Nathaniel Woodhull Book Club for second and third grade students from her building and she needed a book that would be a good fit for the range of reading levels as well as having enough copies of the book to accommodate all of the students. Children's Librarian, Michelle Snizek, suggested a few titles and out of those, Mrs. Farra chose to use *Lulu and the Brontosaurus* by Judith Viorst. I worked with Lorraine Squires, Head of our CRS Department, to order and process a classroom set of the title and check them out to the students for loan for the length of the book club. Mrs. Farra and the students really enjoyed reading the book together and examining the vocabulary and character traits throughout the story. Mrs. Farra had the students create a journal entry each week from Lulu's point of view and the students had fun speaking from Lulu's voice. The students loved the book so much that they were excited to start the next adventure with Lulu that was teased at the end of the book. The book club ran for seven sessions starting April 19 and ending May 10. All of the students that were in this club, chose to be in it because they love reading and in the end they were very pleased with the opportunity. I will be notifying the district principals that this title is available to their teachers for loan as a classroom set. We are looking forward to more collaborations with teachers throughout the school district.



Statistics										
CPSD 2020-2021	Jan		Feb		Mar		Apr		May	Jun
2021										
Computer Usage	103		63		72		106			
Reference Questions	110		52		127		134			
Other Questions	223		181		253		147			
Virtual Program Views	1408		1343		1118		1541			
Virtual Sessions	22		19		20		19			
Program, In House Attendance	1447		1584		1260		1193			
Program, In House Sessions	27		23		12		18			
Offsite Attendance	0		15		282		108			
Offsite Sessions	0		1		3		9			
Additional Floor Stats:										
Crafts to Go	415		463		636		679			
In-person visits	845		733		947		1211			
Books to Go	257		268		-		-			

Statistics										
CPSD 2020-2021	July		Aug		Sept		Oct		Nov	Dec
2020										
Computer Usage	19		79		109		147		101	82
Reference Questions	90		95		80		87		137	119
Other Questions	17		156		117		226		243	272
Virtual Program Views	1873		1175		1277		1851		1784	1265
Virtual Sessions	16		9		11		18		17	20
Program, In House Attendance	125		589		99		177		508	1031
Program, In House Sessions	80		32		56		20		16	25
Offsite Attendance	0		12		25		523		91	38
Offsite Sessions	0		2		6		8		5	3
Additional Floor Stats:										
Crafts to Go	207		285		250		255		291	360
In-person visits	287		744		911		880		817	795
Books to Go	-		-		-		-		101	66

Book Sale for Literacy

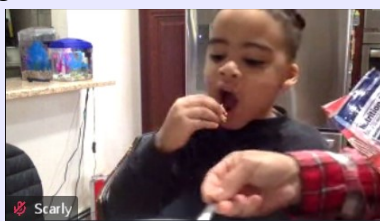
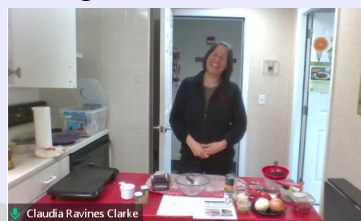
The Literacy Department hosted another popular, and successful, outdoor Book Sale for Literacy on Friday 4/23 and Saturday 4/24. Although it was a little windy, the weather cooperated! It was a busy two days with a steady stream of shoppers eager to stock up on books, movies, music, and more. The raffle prize was an Amazon Fire tablet. The funds raised have already been reinvested back into our community as 3 scholarships for William Floyd High School seniors who submitted an essay and met qualifying criteria. The WFHS scholarships will be presented virtually on 6/9/21.

We partnered with the other public service departments to offer DIY activities during the Book Sale. Patrons created bookmarks, piggy banks, hats, and hand sanitizer. Thank you to everyone involved in the before, during, and after of the event. Thanks for your help and support in other ways like spreading the word to your family and friends, entering the raffle, and shopping. It is nice to see an event come together and make our patrons happy!



Cooking with Claudia

Claudia is a bilingual nutritionist with Cornell Cooperative Extension. For many years, she has provided cooking programs for school age children who attend evening ENL classes with their parents. We transitioned to virtual programs during Covid and have successfully offered 2, plus another one in the works. During the virtual cooking programs, Claudia demonstrates and cooks healthy, but tasty recipes and provides family friendly nutrition tips. The recipes are provided to patrons ahead of time so they can cook along or watch and cook later: banana oatmeal pancakes, broccoli and black bean quesadillas, and chocolate zucchini mug cakes. Below, Eiden snacks on the ingredients while cooking with mom!



Citizenship Scholarships

Thanks to the generosity of donors from our community, plus funds from the Community Family Literacy Project, we will offer 4 citizenship scholarships this year. The scholarship covers the \$725 naturalization application fee. To be eligible, patrons must be students, in good standing, in our Citizenship Preparation class. In addition, the scholarship application process includes a written essay, civics question quiz, and mock interview.

This year's annual Recognition Celebration will be reimagined as a virtual presentation. Scholarship winners will be acknowledged and we will welcome 15 new United States Citizens! The annual publication of student writings, Words of Our Time, will feature essays about Covid-19 and its experiences, trials, and lessons. The Recognition video and Words of Our Time will premiere in June.



Monthly Statistics for April

Digital Attendance: 483
 Digital Sessions: 54
 In-Person Attendance (adults): 79
 In-Person Attendance (children): 40
 In-Person Sessions: 20

May 2021

Compiled by: Stephen Burg

In April, the Digital Services Department conducted 12 one-on-one appointments. We also participated in Star Wars Day which was a library wide event. During the event, Michael Bartolomeo ran a program where he showed patrons how to build their own lightsaber. It was a successful program and we had many happy patrons. In addition, the department continues to manage and curate the library's social media accounts.



Equipment Circulation in April 2021	CHKOUTS	RENEWALS
Unique Item 3 (Item C) Hotspots and Chromecasts	18	0
Unique Item 4 (Item C) Go Pro and iPads	2	1

Digital Services April Stats

Facebook	April
page views	1063
post reach	17992
Engagement	5561
Instagram	April
reach	1454
Impressions	5907
Followers	838
YouTube	
views	
Chat/Text Ref	April
text/email	2836
overdrive	
ebooks	41
audio books	
flipster	4010
online views	1689
Freegal	
downloads	269
streamed	
both:	
	274
Hoopla	1360
new patrons	1634
check outs	
Kanopy	1
downloads	551
HOOPLA + KANOPY:	
Web page	108
page views	659

	A	B	C	D	E	F	G	H	I
1	REPORT OF PERSONNEL CHANGES						DATE PREPARED:		
2	SUFFOLK COUNTY DEPARTMENT OF CIVIL SERVICE						05/24/21		
3	JURISDICTION: MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY						Page 1 of 1		
4	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	
5									
6	LA	Podlesny, Arlene		Page	\$13.00/HR	Up to 17.5 Hours	03/31/21-05/31/21		
7									
8	TRS	Fichtner, Kyle		Librarian I	\$26.35/HR	Up to 17.5 Hours	05/14/21		
9									
10									
11									
12									
13									
14	DID YOU:	1. Submit a Duties Statement for all new positions or when refilling those for which DS is				The above changes are hereby certified as			
15		over five years old?				being in accordance with Civil Service			
16		2. Request and canvas an eligible list for all competitive positions?				requirements.			
17		3. Submit Application for Employment (CS-205) on all provisional, temp & non-competitive							
18		appointments? Fill in jurisdiction and appointment date at bottom of application							
19		4. Submit a personnel change on the previous incumbent shown above?							
20	<input type="checkbox"/>	APPROVED	<input type="checkbox"/>	DISAPPROVED					
21	<input type="checkbox"/>	APPROVED AS NOTED				Signature of Appointing Authority			
22									

Mastics-Moriches-Shirley Community Lib Annual Report For Public And Association Libraries - 2020

1. GENERAL LIBRARY INFORMATION

Library/Director Information

Please note: Bibliostat CollectConnect is now compatible with major browsers including Google Chrome, Mozilla Firefox, Safari and Internet Explorer.

Please be advised Bibliostat CollectConnect is now using a new interface. If you have accessed or if you believe you may have accessed the old Bibliostat Collect, please click the new link [here](#) and you will be taken to the new interface. Please be sure you exit and close the old Bibliostat Collect before you begin your survey.

To avoid loss of data, only one person at a time should be logged into a member library report. Multiple people logged into the same report will cause data to be lost.

Libraries should not have reports from two different years open at the same time.

Report all information in Part 1 as of December 31, 2020, except for questions related to the current library director/manager (questions 1.37 through 1.44).

1.1	Library ID Number	8000586075
1.2	Library Name	MASTICS-MORICHES-SHIRLEY COMMUNITY LIB
1.3	Name Status (State use only)	00 (for no change from previous year)
1.4	Structure Status (State use only)	00 (for no change from previous year)
1.5	Community	Shirley
1.6	Beginning Fiscal Reporting Year	07/01/2019
1.7	Ending Fiscal Reporting Year	06/30/2020
1.8	Is the library now reporting on a	

	different fiscal year than it reported on in the previous Annual Report?	No
1.9	If yes, please indicate the beginning date of library's new reporting year. Enter N/A if No was answered to Question 1.8.	N/A,
1.10	Please indicate the ending date of library's new reporting year. Enter N/A if No was answered to Question 1.8.	N/A,
1.11	Beginning <u>Local</u> Fiscal Year	07/01/2019
1.12	Ending <u>Local</u> Fiscal Year	06/30/2020
1.13	Address Status	00 (for no change from previous year)
1.14	Street Address	407 WILLIAM FLOYD PARKWAY
1.15	City	SHIRLEY
1.16	Zip Code	11967
1.17	Mailing Address	407 WILLIAM FLOYD PARKWAY
1.18	City	SHIRLEY
1.19	Zip Code	11967
1.20	Telephone Number (enter 10 digits only and hit the Tab key; enter N/A if no telephone number)	(631) 399-1511
1.21	Fax Number (enter 10 digits only and hit the Tab key; enter N/A if no fax number)	(631) 281-4442
1.22	E-Mail Address to Contact the Library (Enter N/A if no e-mail address)	contact@communitylibrary.org
1.23	Library Home Page URL (Enter N/A if no home page URL)	http://www.communitylibrary.org
1.24	Population Chartered to Serve (per 2010 Census)	49,854
1.25	Indicate the type of library as stated in the library's charter (select one):	PUBLIC
1.26	Indicate the area chartered to serve as stated in the library's charter (select one):	School District

- 1.27 During the reporting year, has there been any change to the library's legal service area boundaries? Changes must be the result of a Regents charter action. Answer Y for Yes, N for No. N
- 1.28 Indicate the type of charter the library currently holds (select one): Absolute
- 1.29 Date the library was granted its absolute charter or the date of the provisional charter if the library does not have an absolute charter 03/22/1979
- 1.30 Date the library was last registered 12/13/1974
- 1.31 Federal Employer Identification Number 112343981
- 1.32 County SUFFOLK
- 1.33 School District William Floyd
- 1.34 Town/City Brookhaven
- 1.35 Library System Suffolk Cooperative Library System

THESE QUESTIONS ARE FOR NYC LIBRARIES ONLY. PLEASE PROCEED TO THE NEXT QUESTION.

- 1.36a President/CEO Name
- 1.36b President/CEO Phone Number
- 1.36c President/CEO Email

NOTE: For questions 1.37 through 1.44, report all information for the current library director/manager.

- 1.37 First Name of Library Director/Manager Kerri
- 1.38 Last Name of Library Director/Manager Rosalia
- 1.39 NYS Public Librarian Certification Number 16282
- 1.40 What is the highest education level of the library manager/director? Master's Degree
- 1.41 If the library manager/director

- holds a Master's Degree, is it a Master's Degree in Library/Information Science? Y
- 1.42 Do all staff working in the budgeted Librarian (certified) positions reported in 6.4 have an active NYS Public Librarian Certificate? If No, list the name and e-mail address of each staff member without an active certificate in a Note. Y
- 1.43 E-mail Address of the Director/Manager director@communitylibrary.org
- 1.44 Fax Number of the Director/Manager (631) 399-1518
- 1.45 Does the library charge fees for library cards to people residing outside the system's service area? N

Public Votes/Contracts

- 1.46 Was all or part of the library's funding subject to a public vote(s) held during Calendar Year 2020? (Please respond even if the vote was unsuccessful). Enter Y for Yes, N for No. If Yes, complete one record for the public vote from each funding source. If no, go to question 1.47. N
1. Name of municipality or district holding the public vote N/A
 2. Indicate the type of municipality or district holding the public vote N/A
 3. Date the vote was held (mm/dd/2020) N/A
 4. Was the vote successful? Y/N N/A
 5. What type of public vote was it? N/A
 - 6a. Most recent prior year approved appropriation from a public vote: N/A

- 6b. Proposed increase in appropriation as a result of the vote held on the date reported in question number 3: N/A
- 6c. Total proposed appropriation (sum of 6a and 6b): N/A

This question should only be answered if "No" was answered in Q1.46 OR the library has votes from different municipalities/districts that were held in different years, both current and prior.

- 1.47 Did the library receive funding from an appropriation which was approved by public vote in a prior year? (Prior to Calendar Year 2020) Enter Y for Yes, N for No. N
If Yes, complete one record for the vote from each funding source. If No, go to question 1.48.
1. Name of municipality or district holding the public vote N/A
 2. Indicate the type of municipality or district holding the public vote
 3. Date the last successful vote was held (mm/dd/yyyy) N/A
 4. What type of public vote was it?
 5. What was the total dollar amount of the appropriation from tax dollars resulting from the last successful vote? N/A

Unusual Circumstances

- 1.48 Does the reporting library have a contractual agreement with a municipality or district to provide library services to residents of an area not served by a chartered library? Enter Y for Yes, N for Y

No. If yes, please complete one record for *each* contract. If no, go to question 1.49.

- | | | |
|----|---|--------------------------------------|
| 1. | Name of contracting municipality or district | Eastport South Manor School District |
| 2. | Is this a written contractual agreement? | Y |
| 3. | Population of the geographic area served by this contract | 19,473 |
| 4. | Dollar amount of contract | N/A |
| 5. | Enter the appropriate code for range of services provided (select one): | Full |

- 1.49 For the reporting year, has the library experienced any unusual circumstance(s) that affected the statistics reported (e.g., natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? If yes, please annotate explaining the circumstance(s) and the impact on the library using the Note; if no, please go to Part 2, Library Collection. Y

2. LIBRARY COLLECTION

Print/Electronic/Other Holdings

Report holdings, additions, and subscriptions as of the end of the fiscal year reported in Part 1. Please read general information instructions below before completing this section.

NOTE: This section of the survey (2.1-2.25) collects data on selected types of materials.

It does not cover all materials (i.e., microforms, loose sheet music, maps, and pictures) for which expenditures are reported under Print Materials Expenditures, Electronic Materials Expenditures, and Other Materials Expenditures (questions 12.6, 12.7 and 12.8). Under this category report only items that have been purchased, leased or licensed by the library, a

consortium, the state library, a donor or other person or entity. Included items must only be accessible with a valid library card or at a physical library location; inclusion in the catalog is not required. Do not include items freely available without monetary exchange. Count electronic materials at the administrative entity level (main library); do not duplicate numbers at each branch.

PRINT MATERIALS

Cataloged Books

2.1	Adult Fiction Books	29,945
2.2	Adult Non-fiction Books	22,786
2.3	Total Adult Books (Total questions 2.1 & 2.2)	52,731
2.4	Children's Fiction Books	29,136
2.5	Children's Non-fiction Books	16,042
2.6	Total Children's Books (Total questions 2.4 & 2.5)	45,178
2.7	Total Cataloged Books (Total questions 2.3 & 2.6)	97,909

Other Print Materials

2.8	Total Uncataloged Books	0
2.9	Total Print Serials	4,491
2.10	All Other Print Materials	1,863
2.11	Total Other Print Materials (Total questions 2.8 through 2.10)	6,354
2.12	Total Print Materials (Total questions 2.7 and 2.11)	104,263

ALL OTHER MATERIALS

Electronic Materials

2.13	Electronic Books	416,923
2.14	Local Electronic Collections	37
2.15	NOVELNY Electronic Collections	15
2.16	Total Electronic Collections (Total questions 2.14 and 2.15)	52
2.17	Audio - Downloadable Units	122,384
2.18	Video - Downloadable Units	4,501
2.19	Other Electronic Materials (Include items that are not	

- included in the above categories,
such as e-serials; electronic files; 3,730
collections of digital photographs;
and electronic government
documents, reference tools,
scores and maps.)
- 2.20 Total Electronic Materials (Total
questions 2.13, 2.16, 2.17, 2.18 547,590
and 2.19)

Non-Electronic Materials

- 2.21 Audio - Physical Units 12,064
- 2.22 Video - Physical Units 28,784
- 2.23 Other Non-Electronic Materials
(includes films, slides, etc.) 1,019
- 2.24 Total Other Materials Holdings
(Total questions 2.21 through 41,867
2.23)

Grand Total/Additions to Holdings

- 2.25 **GRAND TOTAL HOLDINGS**
(Total questions 2.12, 2.20 and 693,720
2.24)

ADDITIONS TO HOLDINGS - Do not subtract withdrawals or discards.

- 2.26 Cataloged Books 5,312
- 2.27 All Other Print Materials 2,523
- 2.28 Electronic Materials 113,119
- 2.29 All Other Materials 2,476
- 2.30 Total Additions (Total questions
2.26 through 2.29) 123,430

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

Visits/Borrowers/Policies/Accessibility

Report all information on questions 3.1 through 3.29 as of the end of the fiscal year reported in Part 1; report information on questions 3.30 through 3.83 for the 2020 calendar year. Please click [here](#) to read general instructions before completing this section.

Please report information on LIBRARY USE as of the end of the fiscal year reported in Part 1.

LIBRARY USE

- | | | |
|------|---|-------------------|
| 3.1 | Library visits (total annual attendance) | 202,711 |
| 3.1a | Regarding the number of Library Visits entered, is this an annual count or an annual estimate based on a typical week or weeks? | CT - Annual Count |
| 3.2 | Registered resident borrowers | 28,745 |
| 3.3 | Registered non-resident borrowers | 1,166 |

Please report information on WRITTEN POLICIES as of 12/31/20.

WRITTEN POLICIES (Answer Y for Yes, N for No)

- | | | |
|------|---|---|
| 3.4 | Does the library have an open meeting policy? | Y |
| 3.5 | Does the library have a policy protecting the confidentiality of library records? | Y |
| 3.6 | Does the library have an Internet use policy? | Y |
| 3.7 | Does the library have a disaster plan? | Y |
| 3.8 | Does the library have a board-approved conflict of interest policy? | Y |
| 3.9 | Does the library have a board-approved whistle blower policy? | N |
| 3.10 | Does the library have a board-approved sexual harassment prevention policy? | Y |

Please report information on ACCESSIBILITY as of 12/31/20.

ACCESSIBILITY (Answer Y for Yes, N for No)

- | | | |
|------|--|---|
| 3.11 | Does the library provide service to persons who cannot visit the library (homebound persons, | Y |
|------|--|---|

- persons in nursing homes,
persons in jail, etc.)?
- 3.12 Does the library have assistive devices for persons who are deaf and hearing impaired (TTY/TDD)? N
- 3.13 Does the library have large print books? Y
- 3.14 Does the library have assistive technology for people who are visually impaired or blind? Y
- 3.15 - If so, what do you have?
- screen reader, such as JAWS, Windoweyes or NVDA Yes
- refreshable Braille commonly referred to as a refreshable Braille display No
- screen magnification software, such as Zoomtext Yes
- electronic scanning and reading software, such as OpenBook No
- 3.16 Is the library registered for services from either the New York State Talking Book and Braille Library (New York State Library, Albany) or the Andrew Heiskell Braille and Talking Book Library (The New York Public Library, New York)? Y

Library Sponsored Programs/Summer Reading Program

Please report information on LIBRARY SPONSORED PROGRAMS as of the end of the fiscal year reported in Part 1.

LIBRARY SPONSORED PROGRAMS

- 3.17 Adult Program Sessions 426
- 3.18 Young Adult Program Sessions 670
- 3.19 Children's Program Sessions 554
- 3.20 All Other Program Sessions 30
- 3.21 Total Number of Program

	Sessions (Total questions 3.17 through 3.20)	1,680
3.22	One-on-One Program Sessions	337
3.23	Do library staff, trustees and/or volunteers reach outside of the library to promote library programs and services through group presentations, information tables and/or other similar educational activities sponsored by the Library?	Yes
3.24	Adult Program Attendance	6,595
3.25	Young Adult Program Attendance	4,619
3.26	Children's Program Attendance	26,150
3.27	All Other Program Attendance	1,317
3.28	Total Program Attendance (Total questions 3.24 through 3.27)	38,681
3.29	One-on-One Program Attendance	337

Please report information on SUMMER READING PROGRAMS for the 2020 calendar year.

SUMMER READING PROGRAM

3.30 - Indicate which of the following apply to the summer reading program(s) offered by the library during the summer of 2020 (check all that apply):

- | | | |
|------|---|-----|
| a. | Program(s) for children | Yes |
| b. | Program(s) for young adults | Yes |
| c. | Program(s) for Adults | Yes |
| d. | Summer Reading at New York Libraries name and/or logo used | No |
| e. | Collaborative Summer Library Program (CSLP Manual, provided through the New York State Library, used) | No |
| f. | N/A | No |
| 3.31 | Library outlets offering the summer reading program | 1 |
| 3.32 | Children registered for the | |

	library's summer reading program	N/A
3.33	Young adults registered for the library's summer reading program	N/A
3.34	Adults registered for the library's summer reading program	62
3.35	Total number registered for the library's summer reading program (total 3.32 + 3.33 + 3.34)	62
3.36	Children's program sessions - Summer 2020	45
3.37	Young adult program sessions - Summer 2020	32
3.38	Adult program sessions - Summer 2020	76
3.39	Total program sessions - Summer 2020 (total 3.36 + 3.37 + 3.38)	153
3.40	Children's program attendance - Summer 2020	797
3.41	Young adult program attendance - Summer 2020	160
3.42	Adult program attendance - Summer 2020	1,006
3.43	Total program attendance - Summer 2020 (total 3.40 + 3.41 + 3.42)	1,963

COLLABORATORS

3.44	Public school district(s) and/or BOCES	2
3.45	Non-public school(s)	2
3.46	Childcare center(s)	0
3.47	Summer camp(s)	0
3.48	Municipality/Municipalities	0
3.49	Literacy provider(s)	1
3.50	Other (describe using the State note)	0
3.51	Total Collaborators (total 3.44 through 3.50)	5

Early/Adult/English Speaker/Digital Literacy

Please report information on EARLY LITERACY PROGRAMS for the 2020 calendar year.

EARLY LITERACY PROGRAMS

3.52 Did the library offer early literacy programs? (Enter Y for Yes, N for No)

3.53 - Indicate types of programs offered (check all that apply)

- | | | |
|----|--|-----|
| a. | Focus on birth - school entry (kindergarten) | Yes |
| b. | Focus on parents & caregivers | Yes |
| c. | Combined audience | Yes |
| d. | N/A | No |

3.54 - Number of sessions

- | | | |
|----|--|----|
| a. | Focus on birth - school entry (kindergarten) | 8 |
| b. | Focus on parents & caregivers | 22 |
| c. | Combined audience | 72 |
| d. | N/A | 0, |

3.55 Total Sessions 102

3.56 - Attendance at sessions

- | | | |
|----|--|-------|
| a. | Focus on birth - school entry (kindergarten) | 167 |
| b. | Focus on parents & caregivers | 150 |
| c. | Combined audience | 1,241 |
| d. | N/A | 0, |

3.57 Total Attendance 1,558

3.58 - Collaborators (check all that apply):

- | | | |
|----|--|-----|
| a. | Childcare center(s) | Yes |
| b. | Public School District(s) and/or BOCES | Yes |
| c. | Non-Public School(s) | No |
| d. | Health care providers/agencies | Yes |
| e. | Other (describe using the State note) | No |

Please report information on ADULT LITERACY for the 2020 calendar year.

ADULT LITERACY

3.59	Did the library offer adult literacy programs?	Yes
3.60	Total group program sessions	52
3.61	Total one-on-one program sessions	56
3.62	Total group program attendance	366
3.63	Total one-on-one program attendance	56
3.64	- Collaborators (check all that apply)	
a.	Literacy NY (Literacy Volunteers of America)	No
b.	Public School District(s) and/or BOCES	No
c.	Non-Public Schools	No
d.	Other (see instructions and describe using Note)	No

Please report information on PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL) for the 2020 calendar year.

PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL)

3.65	Did the library offer programs for English Speakers of Other Languages (ESOL)? (Enter Y for Yes, N for No)	Y
3.66	Children's program sessions	117
3.67	Young adult program sessions	0
3.68	Adult program sessions	419
3.69	Total program sessions (total 3.66 + 3.67 + 3.68)	536
3.70	One-on-one program sessions	0
3.71	Children's program attendance	524
3.72	Young adult program attendance	0
3.73	Adult program attendance	4,411
3.74	Total program attendance (total 3.71 + 3.72 + 3.73)	4,935
3.75	One-on-one program attendance	0

3.76 - Collaborators (check all that apply):

- a. Literacy NY (Literacy Volunteers of America) No
- b. Public School District(s) and/or BOCES No
- c. Non-Public School(s) No
- d. Other (describe using the Note) No

Please report information on DIGITAL LITERACY for the 2020 calendar year.

DIGITAL LITERACY

- 3.77 Did the library offer digital literacy programs? ,
- 3.78 Total group program sessions ,
- 3.79 Total one-on-one program sessions ,
- 3.80 Total group program attendance ,
- 3.81 Total one-on-one program attendance ,
- 3.82 Did your library offer teen-led activities during the 2020 calendar year? N,

4. LIBRARY TRANSACTIONS

Circulation/Electronic Use/Reference Transactions

Report all transactions as of the end of the fiscal year reported in Part 1.
(Please note: Internal Library usage is not considered part of circulation.)

CATALOGED BOOK CIRCULATION

4.1	Adult Fiction Books	47,392
4.2	Adult Non-fiction Books	23,620
4.3	Total Adult Books (Total questions 4.1 & 4.2)	71,012
4.4	Children's Fiction Books	71,889
4.5	Children's Non-fiction Books	18,968
4.6	Total Children's Books (Total	90,857

- 4.7 ~~questions 4.4 & 4.5)~~
Total Cataloged Book Circulation 161,869
(Total question 4.3 & 4.6)

CIRCULATION OF OTHER MATERIALS

- 4.8 Circulation of Adult Other Materials 184,367
- 4.9 Circulation of Children's Other Materials 29,844
- 4.10 Total Circulation of Other Materials (Total questions 4.8, 4.9) 214,211
- 4.11 Physical Item Circulation (Total questions 4.7 & 4.10) 376,080

ELECTRONIC USE

- 4.12 Use of Electronic Material 93,753
- 4.13 Successful Retrieval of Electronic Information 100,948
- 4.14 Electronic Content Use (Total questions 4.12 & 4.13) 194,701
- 4.15 Total Circulation of Materials (Total questions 4.11 & 4.12) 469,833
- 4.16 Total Collection Use (Total questions 4.13 & 4.15) 570,781
- 4.17 Grand Total Circulation of Children's Materials (Total questions 4.6 & 4.9) 120,701

REFERENCE TRANSACTIONS

- 4.18 Total Reference Transactions 17,317
- 4.18a Regarding the number of Reference Transactions entered, is this an annual count or an annual estimate based on a typical week or weeks? CT - Annual Count
- 4.19 Does the library offer virtual reference? Y

Interlibrary Loan

INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

- 4.20 TOTAL MATERIALS RECEIVED 9,655

INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

4.21 TOTAL MATERIALS PROVIDED 14,326

5. TECHNOLOGY AND TELECOMMUNICATIONS

Report all information as of December 31, 2020.

SYSTEMS AND SERVICES

- | | | |
|------|---|--------------------------------|
| 5.1 | Automated circulation system? | Y |
| 5.2 | Online public access catalog (OPAC)? | Y |
| 5.3 | Electronic access to the OPAC from outside the library? | Y |
| 5.4 | Annual number of visits to the library's web site | 222,245 |
| 5.5 | Does the library use Internet filtering software on any computer? | Y |
| 5.6 | Does your library use social media? | Y |
| 5.7 | Does the library file for E-rate benefits? | N |
| 5.8 | Is the library part of a consortium for E-rate benefits? | N |
| 5.9 | If yes, in which consortium are you participating? | N/A |
| 5.10 | Name of the person responsible for the library's Information Technology (IT) services | David Belmonte |
| 5.11 | IT contact's telephone number (enter 10 digits only and hit the Tab key) | (631) 399-1511 |
| 5.12 | IT contact's email address | dbelmonte@communitylibrary.org |

6. STAFF INFORMATION

Note: Report figures as of the last day of the fiscal year reported in Part 1. Include the FTE for all positions funded in the library's budget whether those positions are filled or not. This report requires conversion of part-time hours to full-time equivalents (FTE). To compute the FTE of employees in any category, take the total number of hours worked per week for all budgeted positions in that category and divide that total by the number of hours per week the library considers to be full-time. Report the FTE to two decimal

places.

FTE (FULL-TIME EQUIVALENT CALCULATION)

- 6.1 The number of hours per
workweek used to compute FTE 35
for all paid library personnel in
this section.

BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS

- | | | |
|------|---|-------|
| 6.2 | Library Director (certified) | 1 |
| 6.3 | Vacant Library Director (certified) | 0 |
| 6.4 | Librarian (certified) | 23 |
| 6.5 | Vacant Librarian (certified) | 0 |
| 6.6 | Library Manager (not certified) | 0 |
| 6.7 | Vacant Library Manager (not
certified) | 0 |
| 6.8 | Library
Specialist/Paraprofessional (not
certified) | 0 |
| 6.9 | Vacant Library
Specialist/Paraprofessional (not
certified) | 0 |
| 6.10 | Other Staff | 66 |
| 6.11 | Vacant Other Staff | 0 |
| 6.12 | TOTAL PAID STAFF (Total
questions 6.2, 6.4, 6.6, 6.8 &
6.10) | 90.00 |
| 6.13 | VACANT TOTAL PAID STAFF
(Total questions 6.3, 6.5, 6.7, 6.9
& 6.11) | 0.00 |

SALARY INFORMATION

- | | | |
|------|---|-----------|
| 6.14 | FTE - Entry Level Librarian
(certified) | 1 |
| 6.15 | Salary - Entry Level Librarian
(certified) | \$51,961 |
| 6.16 | FTE - Library Director (certified) | 1 |
| 6.17 | Salary - Library Director
(certified) | \$176,157 |
| 6.18 | FTE - Library Manager (not
certified) | 0 |
| 6.19 | Salary - Library Manager (not | |

certified)

\$0

7. MINIMUM PUBLIC LIBRARY STANDARDS (CURRENT)

Report all information as of December 31, 2020. Please click [here](#) to read general instructions before completing this section.

- | | | |
|--|--|---|
| 7.1 | 1. Is governed by board-approved written bylaws which outline the responsibilities and procedures of the library board of trustees. | Y |
| 7.2 | 2. Has a board-approved written long range plan of service. | Y |
| 7.3 | 3. Presents a board-approved annual report to the community on the library's progress in meeting its goals and objectives. | Y |
| 7.4 | 4. Has board-approved written policies for the operation of the library. | Y |
| 7.5 | 5. Presents annually to appropriate funding agencies a written board-approved budget which would enable the library to meet or exceed these standards and to carry out its long-range plan of service. | Y |
| 7.6 | 6. Periodically evaluates the effectiveness of the library's collection and services in meeting community needs. | Y |
| 7.7 | 7. Is open the minimum standard number of public service hours for population served. (see instructions) | N |
| 8. Maintains a facility to meet community needs, including adequate: | | |
| 7.8 | 8a. space | Y |
| 7.9 | 8b. lighting | Y |
| 7.10 | 8c. shelving | Y |
| 7.11 | 8d. seating | Y |
| 7.12 | 8e. restroom (see instructions) | Y |
| 9. Provides equipment and connections to meet community needs and | | |

provide access to other library catalogs and other electronic information, including but not limited to the following:

- | | | |
|------|--|---|
| 7.13 | 9a. telephone | Y |
| 7.14 | 9b. photocopier (see instructions) | Y |
| 7.15 | 9c. microcomputer or terminal | Y |
| 7.16 | 9d. printer | Y |
| 7.17 | 9e. Fax capability (see instructions) | Y |
| 7.18 | 10. Distributes board-approved printed information listing the library's hours open, borrowing rules, services, location and phone number. | Y |
| 7.19 | 11. Employs a paid director in accordance with the provisions of Commissioner's Regulation 90.8. | Y |

7. MINIMUM PUBLIC LIBRARY STANDARDS (AS OF 2021)

As of January 1, 2021 all public, free association and Indian libraries in New York State will be required to meet the minimum standards listed below. Please indicate which of these standards your library already meets as of **December 31, 2020**. This 2020 data will be helpful in informing statewide and regional efforts to ensure that all of New York's libraries are able to successfully comply with the new minimum standards. Please click [here](#) to read general instructions before completing this section. [Helpful information for meeting minimum public library standards](#) is available on the State Library's website. Questions about the new standards should be directed to your library system.

- | | | |
|----|---|---|
| 1. | Is governed by written bylaws which define the structure and governing functions of the library board of trustees, and which shall be reviewed and re-approved by the board of trustees at least once every five years or earlier if required by law. | Y |
| 2. | Has a community-based, board-approved, written long-range plan of service developed by the library board of trustees and | Y |

3. ~~staff.~~ Provides a board-approved written annual report to the community on the library's progress in meeting its mission, goals and objectives, as outlined in the library's long-range plan of service. Y
4. Has board-approved written policies for the operation of the library, which shall be reviewed and updated at least once every five years or earlier if required by law. Y
5. Annually prepares and publishes a board-approved, written budget, which enables the library to address the community's needs, as outlined in the library's long-range plan of service. Y
6. Periodically evaluates the effectiveness of the library's programs, services and collections to address community needs, as outlined in the library's long-range plan of service. Y
7. Is open the minimum standard number of public service hours for population served. (see instructions) Y
8. Maintains a facility that addresses community needs, as outlined in the library's long-range plan of service, including adequate:
 - 8a. space Y
 - 8b. lighting Y
 - 8c. shelving Y
 - 8d. seating Y
 - 8e. power infrastructure Y
 - 8f. data infrastructure Y
 - 8g. public restroom Y
9. Provides programming to address community needs, as outlined in the library's long-range plan of service. Y

10. Provides

- 10a. a circulation system that facilitates access to the local library collection and other library catalogs Y
- 10b. equipment, technology, and internet connectivity to address community needs and facilitate access to information. Y
11. Provides access to current library information in print and online, facilitating the understanding of library services, operations and governance; information provided online shall include the standards referenced in numbers (1) through (5) above. Y
12. Employs a paid director in accordance with the provisions of Y Commissioner's Regulation 90.8.
13. Provides library staff with annual technology training, appropriate to their position, to address community needs, as outlined in the library's long-range plan of service. Y
14. Establishes and maintains partnerships with other educational, cultural or community organizations which enable the library to address the community's needs, as outlined in the library's long-range plan of service. Y

8. PUBLIC SERVICE INFORMATION

Report all information as of the end of the fiscal year reported in Part 1.
Please click [here](#) to read general instructions before completing this section.

PUBLIC SERVICE OUTLETS - Libraries reporting main libraries, branches and bookmobiles should complete Service Outlets Information in Part 9.

8.1 Main Library

8.2	Branches	0
8.3	Bookmobiles	0
8.4	Other Outlets	0
8.5	TOTAL PUBLIC SERVICE OUTLETS (Total questions 8.1 - 1 8.4)	

PUBLIC SERVICE HOURS - Report hours to two decimal places.

8.6	Minimum Weekly Total Hours - Main Library	65.00
8.7	Minimum Weekly Total Hours - Branch Libraries	0.00
8.8	Minimum Weekly Total Hours - Bookmobiles	0.00
8.9	Minimum Weekly Total Hours - Total Hours Open (Total questions 8.6 - 8.8)	65.00
8.10	Annual Total Hours - Main Library	2,479.00
8.11	Annual Total Hours - Branch Libraries	0.00
8.12	Annual Total Hours - Bookmobiles	0.00
8.13	Annual Hours Open - Total Hours Open (Total questions 8.10 through 8.12)	2,479.00

8A. COVID

NOTE: This section of the survey (8A) collects data on the impact of the COVID-19 pandemic. Report all information in Part 8A from March 7, 2020 to December 31, 2020.

- CV1 Were any of the library's outlets physically closed to the public for any period of time due to the Coronavirus (COVID-19) pandemic? Yes
- CV2 Did library staff continue to provide services to the public during any portion of the period when the building was physically closed to the public due to the Coronavirus (COVID-19)? Yes

- pandemic?
- CV3 Did the library add or increase access to electronic collection materials due to the Coronavirus (COVID-19) pandemic? Yes
- CV4 Did the library allow users to complete registration for library cards online without having to come to the library before the Coronavirus (COVID-19) pandemic? No
- CV5 Did the library allow users to complete registration for library cards online without having to come to the library during the Coronavirus (COVID-19) pandemic? Yes
- CV6 Did the library provide reference service via the Internet or telephone when the building was physically closed to the public during the Coronavirus (COVID-19) pandemic? Yes
- CV7 Did the library provide 'outside' service for circulation of physical materials at one or more outlets during the Coronavirus (COVID-19) pandemic? Yes
- CV8 Did the library provide live, virtual programs via the Internet during the Coronavirus (COVID-19) pandemic? Yes
- CV9 Did the library create and provide recordings of program content via the Internet during the Coronavirus (COVID-19) pandemic? Yes
- CV10 Report total number of recordings of program content during COVID-19 pandemic.
Optional response.
Responses to new questions requiring numerical data may

be estimated or left blank the first year.

- CV11 Did the library provide Wi-Fi Internet access to users outside the building at one or more outlets before the Coronavirus (COVID-19) pandemic? Yes
- CV12 Did the library intentionally provide Wi-Fi Internet access to users outside the building at one or more outlets during COVID-19 pandemic? No
- CV13 Did the library increase access to Wi-Fi Internet access to users outside the building at one or more outlets during the Coronavirus (COVID-19) pandemic? No
- CV14 Did library staff work for other government agencies or nonprofit organizations instead of, or in addition to, their normal duties during the Coronavirus (COVID-19) pandemic? No

9. SERVICE OUTLET INFORMATION

Report all information as of the end of the fiscal year reported in Part 1. Please click [here](#) to read general instructions before completing this section.

NOTE: Libraries reporting Public Service Outlets in questions 8.1, 8.2 and 8.3 of Part 8 are required to complete this part of the Annual Report. Use this section to enter outlet information on main libraries, branches or bookmobiles. Complete one record for *each* main library, branch or bookmobile.

If you have multiple libraries, you may 1) enter the data for the Service Outlet Information section directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into CollectConnect. If you choose to send your data for uploading, you must enter the data into the spreadsheet form available in the survey by clicking [here](#). Complete this form and email it to collectconnect@baker-taylor.com

1. Outlet Name Mastics-Moriches-Shirley Community Library

2. Outlet Name Status 00 (for no change)
3. Street Address 407 William Floyd Parkway
4. Outlet Street Address Status 00 (for no change)
5. City Shirley
6. Zip Code 11967
7. Phone (enter 10 digits only) (631) 399-1511
8. Fax Number (enter 10 digits only) (631) 281-4442
9. E-mail Address contact@communitylibrary.org
10. Outlet URL www.communitylibrary.org
11. County Suffolk
12. School District William Floyd School District
13. Library System Suffolk Cooperative Library System
14. Outlet Type Code (select one): CE
15. Public Service Hours Per Year for This Outlet 2,479
16. Number of Weeks This Outlet is Open 37
- 16a Number of weeks an outlet closed due to COVID-19 15
- 16b Number of weeks an outlet had limited occupancy due to COVID- 19 19
17. Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)? Y
18. Is the meeting space available for public use even when the outlet is closed? N
19. Total number of non-library sponsored programs, meetings and/or events at this outlet 966
20. Enter the appropriate outlet code (select one): LO
21. Who owns this outlet building? School District
22. Who owns the land on which this outlet is built? Library Board
23. Indicate the year this outlet was initially constructed 1982

- | | | |
|-----|---|--|
| 24. | Indicate the year this outlet underwent a major renovation costing \$25,000 or more | 1995 |
| 25. | Square footage of the outlet | 44,000 |
| 26. | Number of internet computers at this outlet used by general public | 29 |
| 27. | Number of uses (sessions) of public Internet computers per year | 30,661 |
| 28. | Type of connection on the outlet's public Internet computers | Fiber |
| 29. | Maximum <u>download</u> speed of connection on the outlet's public Internet computers | 11 Greater than or equal to 100 mbps and less than 1 gbps |
| 30. | Maximum <u>upload</u> speed of connection on the outlet's public Internet computers | 10 Greater than or equal to 50 mbps and less than 100 mbps |
| 31. | Internet Provider | Other (specify using the State note) |
| 32. | WiFi Access | No restrictions to access |
| 33. | Number of wireless sessions provided by the library wireless service per year | 35,988 |
| 34. | Does the outlet have a building entrance that is physically accessible to a person in a wheelchair? | Y |
| 35. | Is every public part of the outlet accessible to a person in a wheelchair? | Y |
| 36. | Does your outlet have a Makerspace? | N |
| 37. | <i>LIBID</i> | 8000586075 |
| 38. | <i>FSCSID</i> | NY0687 |
| 39. | <i>Number of Bookmobiles in the Bookmobile Outlet Record</i> | 0 |
| 40. | <i>Outlet Structure Status</i> | 00 (for no change from previous year) |

10. OFFICERS AND TRUSTEES

Trustees and Terms/Board President/Trustee Names

Report information about trustee meetings as of December 31, 2020. All public and association libraries are required by Education Law to hold at least four meetings a year.

BOARD MEETINGS

- 10.1 Total number of board meetings held during calendar year (January 1, 2020 to December 31, 2020) 21

NUMBER OF TRUSTEES AND TERMS

- 10.2 Does your library have a range of trustees stated in the library's charter documents (incorporation)? No
- 10.5 If your library does not have a range, how many voting positions are stated in the library's charter documents (incorporation)? 5
- 10.6 Does your library's charter documents (incorporation) state a specified term for trustees? If no, please explain in a Note. Yes
- 10.7 If yes, what is the trustee term length, as stated in your library's charter documents (incorporation)? 5 years

BOARD MEMBER SELECTION

- 10.8 Enter Board Member Selection Code (select one): EP - board members are elected in a public election

List Officers and Board Members as of February 1, 2021. Complete one record for each board member. There must be a record for each voting position, whether filled or vacant. Do not include non-voting positions.

BOARD PRESIDENT

- 10.9 First Name Joseph
- 10.10 Last Name Maiorana
- 10.11 Mailing Address
- 10.12 City
- 10.13 Zip Code (5 digits only)

- 10.14 Phone (enter 10 digits only)
- 10.15 E-mail Address
- 10.16 Term Begins - Month July
- 10.17 Term Begins - Year (yyyy) 2020
- 10.18 Term Expires - Month June
- 10.19 Term Expires - Year (yyyy) 2024
- 10.20 Is the trustee serving a full term?
If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of Yes the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.
- 10.21 The date the Oath of Office was taken (mm/dd/yyyy) 07/22/2019
- 10.22 The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 07/25/2019
- 10.23 Is this a brand new trustee? N

You may 1) enter the data for the Officers and Board Members directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into CollectConnect (but do not include the Board President—this information should still be entered directly into the survey) . If you choose to send your data for uploading, you must enter the data into the spreadsheet form available [here](#). Complete this form and email it to collectconnect@baker-taylor.com.

1. Status Filled
2. First Name of Board Member Michael
3. Last Name of Board Member Dubois
4. Mailing Address
5. City
6. Zip Code (5 digits only)
7. E-mail address
8. Office Held or Trustee Trustee
9. Term Begins - Month July
10. Term Begins - Year (year) 2019

12. ~~Term Expires~~ - Year (yyyy) ~~June~~ 2029
13. Is the trustee serving a full term?
If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date. Yes
14. The date the Oath of Office (mm/dd/yyyy) was taken 07/22/2019
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 07/25/2019
16. Is this a brand new trustee? N

1. Status Filled
2. First Name of Board Member Nancy
3. Last Name of Board Member Marks
4. Mailing Address
5. City
6. Zip Code (5 digits only)
7. E-mail address
8. Office Held or Trustee Trustee
9. Term Begins - Month October
10. Term Begins - Year (year) 2020
11. Term Expires June
12. Term Expires - Year (yyyy) 2025
13. Is the trustee serving a full term?
If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, Yes

- which was to run from beginning date to ending date.
14. The date the Oath of Office (mm/dd/yyyy) was taken 09/28/2020
 15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 10/08/2020
 16. Is this a brand new trustee? N

1. Status Filled
2. First Name of Board Member Wendy
3. Last Name of Board Member Gross
4. Mailing Address
5. City
6. Zip Code (5 digits only)
7. E-mail address
8. Office Held or Trustee Trustee
9. Term Begins - Month July
10. Term Begins - Year (year) 2017
11. Term Expires June
12. Term Expires - Year (yyyy) 2022
13. Is the trustee serving a full term?
If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date. Yes

14. The date the Oath of Office (mm/dd/yyyy) was taken 07/19/2017
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 07/28/2017
16. Is this a brand new trustee? N

1. Status Filled

2. First Name of Board Member Joseph
3. Last Name of Board Member Furnari
4. Mailing Address
5. City
6. Zip Code (5 digits only)
7. E-mail address
8. Office Held or Trustee Trustee
9. Term Begins - Month July
10. Term Begins - Year (year) 2018
11. Term Expires June
12. Term Expires - Year (yyyy) 2023
13. Is the trustee serving a full term?
If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date. Yes
14. The date the Oath of Office (mm/dd/yyyy) was taken 07/23/2018
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 07/30/2018
16. Is this a brand new trustee? N

Trustee Education

Complete one record for each person serving as a trustee as of December 31, 2020. These trustees will not be exactly the same as the trustees listed in the section above.

1. Trustee Name Nancy Marks
2. Has the trustee participated in trustee education in the last calendar year (2020)? N
1. Trustee Name Joseph Furnari

- | | | |
|----|---|-----------------|
| 2. | Has the trustee participated in trustee education in the last calendar year (2020)? | N |
| 1. | Trustee Name | Wendy Gross |
| 2. | Has the trustee participated in trustee education in the last calendar year (2020)? | N |
| 1. | Trustee Name | Michael Dubois |
| 2. | Has the trustee participated in trustee education in the last calendar year (2020)? | N |
| 1. | Trustee Name | Joseph Maiorana |
| 2. | Has the trustee participated in trustee education in the last calendar year (2020)? | Y |

11. OPERATING FUNDS RECEIPTS

Local Public Funds/System Cash Grants/Other State

Report financial data based on the fiscal reporting year reported in Part 1. **ROUND TO THE NEAREST DOLLAR.** Please click [here](#) to read general instructions before completing this section.

LOCAL PUBLIC FUNDS

Specify by name the municipalities or school districts which are the source of funds.

- | | | |
|------|---|-------------------------------|
| 11.1 | Does the library receive any local public funds? If yes, complete one record for each taxing authority; if no, go to question 11.3. | Y |
| 1. | Source of Funds | School District |
| 2. | Name of funding County, Municipality or School District | William Floyd Schood District |
| 3. | Amount | \$9,578,297 |
| 4. | Subject to public vote held in | |

	reporting year or in a previous reporting year(s).	Y
5.	Written Contractual Agreement	N
1.	Source of Funds	School District
2.	Name of funding County, Municipality or School District	Eastport South Manor School District
3.	Amount	\$232,064
4.	Subject to public vote held in reporting year or in a previous reporting year(s).	Y
5.	Written Contractual Agreement	Y

11.2 **TOTAL LOCAL PUBLIC FUNDS** \$9,810,361

SYSTEM CASH GRANTS TO MEMBER LIBRARY

11.3	Local Library Services Aid (LLSA)	\$14,619
11.4	Central Library Aid (CLDA and/or CBA)	\$0
11.5	Additional State Aid received from the System	\$10,000
11.6	Federal Aid received from the System	\$0
11.7	Other Cash Grants	\$0
11.8	TOTAL SYSTEM CASH GRANTS (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7)	\$24,619

OTHER STATE AID

11.9	State Aid other than LLSA, Central Library Aid (CLDA and/or CBA), or other State Aid reported as system cash grants	\$0
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Federal Aid/Other Receipts

FEDERAL AID FOR LIBRARY OPERATION

11.10	LSTA	\$0
11.11	Other Federal Aid	\$0

11.12 **TOTAL FEDERAL AID** (Add Questions 11.10 and 11.11) \$0

11.13 **CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE** \$0

OTHER RECEIPTS

11.14 Gifts and Endowments \$0

11.15 Fund Raising \$0

11.16 Income from Investments \$48,116

11.17 Library Charges \$31,171

11.18 Other \$15,027

11.19 **TOTAL OTHER RECEIPTS** (Add Questions 11.14, 11.15, 11.16, 11.17 and 11.18) \$94,314

11.20 **TOTAL OPERATING FUND RECEIPTS** (Add Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19) \$9,929,294

11.21 **BUDGET LOANS** \$0

Transfers/Grant Total

TRANSFERS

11.22 From Capital Fund (Same as Question 14.8) \$0

11.23 From Other Funds \$0

11.24 **TOTAL TRANSFERS** (Add Questions 11.22 and 11.23) \$0

11.25 **BALANCE IN OPERATING FUND** - Beginning Balance for Fiscal Year Ending 2020 (Same as Question 12.40 of previous year if fiscal year has not changed) \$5,408,964

11.26 **GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS AND BALANCE** (Add Questions 11.20, 11.21, 11.24 and 11.25; Same as \$15,338,258

Question 12.41)

12. OPERATING FUND DISBURSEMENTS

Staff/Collection/Capital/Operation and Maintenance

Report financial data based on the fiscal reporting year reported in Part 1. ROUND TO THE NEAREST DOLLAR. Please click [here](#) to read general instructions before completing this section.

STAFF EXPENDITURES

Salaries & Wages Paid from Library Funds

12.1	Certified Librarians	\$2,017,584
12.2	Other Staff	\$2,864,083
12.3	Total Salaries & Wages Expenditures (Add Questions 12.1 and 12.2)	\$4,881,667
12.4	Employee Benefits Expenditures	\$1,894,686
12.5	Total Staff Expenditures (Add Questions 12.3 and 12.4)	\$6,776,353

COLLECTION EXPENDITURES

12.6	Print Materials Expenditures	\$231,252
12.7	Electronic Materials Expenditures	\$165,114
12.8	Other Materials Expenditures	\$11,041
12.9	Total Collection Expenditures (Add Questions 12.6, 12.7 and 12.8)	\$407,407

CAPITAL EXPENDITURES FROM OPERATING FUNDS

12.10	From Local Public Funds (71PF)	\$504,284
12.11	From Other Funds (71OF)	\$0
12.12	Total Capital Expenditures (Add Questions 12.10 and 12.11)	\$504,284

OPERATION AND MAINTENANCE OF BUILDINGS

Repairs to Building & Building Equipment

12.13	From Local Public Funds (72PF)	\$75,472
12.14	From Other Funds (72OF)	\$0

12.15	Total Repairs (Add Questions 12.13 and 12.14)	\$75,472
12.16	Other Disbursements for Operation & Maintenance of Buildings	\$218,662
12.17	Total Operation & Maintenance of Buildings (Add Questions 12.15 and 12.16)	\$294,134

MISCELLANEOUS EXPENSES

12.18	Office and Library Supplies	\$53,693
12.19	Telecommunications	\$58,294
12.20	Binding Expenses	\$0
12.21	Postage and Freight	\$40,661
12.22	Professional & Consultant Fees	\$154,111
12.23	Equipment	\$66,240
12.24	Other Miscellaneous	\$642,242
12.25	Total Miscellaneous Expenses (Add Questions 12.18, 12.19, 12.20, 12.21, 12.22, 12.23 and 12.24)	\$1,015,241

Contracts/Debt Service/Transfers/Grand Total

12.26	CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE	\$91,349
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DEBT SERVICE

Capital Purposes Loans (Principal and Interest)

12.27	From Local Public Funds (73PF)	\$0
12.28	From Other Funds (73OF)	\$0
12.29	Total (Add Questions 12.27 and 12.28)	\$0

Other Loans

12.30	Budget Loans (Principal and Interest)	\$0
12.31	Short-Term Loans	\$0
12.32	Total Debt Service (Add	

	Questions 12.29, 12.30 and 12.31)	\$0
12.33	TOTAL OPERATING FUND DISBURSEMENTS (Add Questions 12.5, 12.9, 12.12, 12.17, 12.25, 12.26 and 12.32)	\$9,088,768

TRANSFERS

Transfers to Capital Fund

12.34	From Local Public Funds (76PF)	\$0
12.35	From Other Funds (76OF)	\$0
12.36	Total Transfers to Capital Fund (Add Questions 12.34 and 12.35; same as Question 13.8)	\$0
12.37	Transfer to Other Funds	\$0
12.38	TOTAL TRANSFERS (Add Questions 12.36 and 12.37)	\$0
12.39	TOTAL DISBURSEMENTS AND TRANSFERS (Add Questions 12.33 and 12.38)	\$9,088,768
12.40	BALANCE IN OPERATING FUND - Ending Balance for the Fiscal Year Ending 2020	\$6,249,490
12.41	GRAND TOTAL DISBURSEMENTS, TRANSFERS & BALANCE (Add Questions 12.39 and 12.40; same as Question 11.26)	\$15,338,258

ASSURANCE

12.42 The Library operated in accordance with all provisions of Education Law and the Regulations of the Commissioner, and assures that the "Annual Report" was reviewed and accepted by the Library Board on (date - mm/dd/yyyy).

FISCAL AUDIT

12.43 Last audit performed

- (mm/dd/yyyy) 02/26/2021
- 12.44 Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy) 07/01/2019-06/30/2020
- 12.45 Indicate type of audit (select one): Private Accounting Firm

CAPITAL FUND

- 12.46 Does the library have a Capital Fund? Enter Y for Yes, N for No. Y
If No, stop here. If Yes, complete the Capital Fund Report.

13. CAPITAL FUND RECEIPTS

Report financial data based on the fiscal year reported in Part 1. **ROUND TO THE NEAREST DOLLAR.** Please click [here](#) to read general instructions before completing this section.

REVENUES FROM LOCAL SOURCES

- 13.1 Revenues from Local Government Sources \$0
- 13.2 All Other Revenues from Local Sources \$58,647
- 13.3 **Total Revenues from Local Sources** (Add Questions 13.1 and 13.2) \$58,647

STATE AID FOR CAPITAL PROJECTS

- 13.4 State Aid Received for Construction \$0
- 13.5 Other State Aid \$0
- 13.6 **Total State Aid** (Add Questions 13.4 and 13.5) \$0

FEDERAL AID FOR CAPITAL PROJECTS

- 13.7 **TOTAL FEDERAL AID** \$0

INTERFUND REVENUE

- 13.8 Transfer from Operating Fund (Same as Question 12.36) \$0
- 13.9 **TOTAL REVENUES** (Add Questions 13.3, 13.6, 13.7 and 13.8) \$58,647
- 13.10 **NON-REVENUE RECEIPTS** \$0
- 13.11 **TOTAL CASH RECEIPTS** (Add

	Questions 13.9 and 13.10)	\$58,647
13.12	BALANCE IN CAPITAL FUND - Beginning Balance for Fiscal Year Ending 2020 (Same as Question 14.11 of previous year, if fiscal year has not changed)	\$4,702,866
13.13	TOTAL CASH RECEIPTS AND BALANCE (Add Questions 13.11 and 13.12; same as Question 14.12)	\$4,761,513

14. CAPITAL FUND DISBURSEMENTS

Report financial data based on the fiscal reporting year reported in Part 1. **ROUND TO THE NEAREST DOLLAR.** Please click [here](#) to read general instructions before completing this section.

PROJECT EXPENDITURES

14.1	Construction	\$0
14.2	Incidental Construction	\$0
	Other Disbursements	
14.3	Purchase of Buildings	\$0
14.4	Interest	\$0
14.5	Collection Expenditures	\$0
14.6	Total Other Disbursements (Add Questions 14.3, 14.4 and 14.5)	\$0
14.7	TOTAL PROJECT EXPENDITURES (Add Questions 14.1, 14.2 and 14.6)	\$0
14.8	TRANSFER TO OPERATING FUND (Same as Question 11.22)	\$0
14.9	NON-PROJECT EXPENDITURES	\$0
14.10	TOTAL CASH DISBURSEMENTS AND TRANSFERS (Add Questions 14.7, 14.8 and 14.9)	\$0
14.11	BALANCE IN CAPITAL FUND - Ending Balance for the Fiscal Year Ending 2020	\$4,761,513

**14.12 TOTAL CASH
DISBURSEMENTS AND
BALANCE** (Add Questions 14.10 and 14.11; same as Question 13.13) **\$4,761,513**

15. CENTRAL LIBRARIES

PART 15 EXISTS FOR THE CENTRAL/CO-CENTRAL LIBRARIES ONLY.
PLEASE PROCEED TO SECTION 16. FEDERAL TOTALS AND
CONTINUE ON WITH YOUR SURVEY

16. FEDERAL TOTALS

All questions in Part 16 are calculated, locked fields.

Note: See instructions for definitions and calculations of each of these Federal Totals.

16.1	Total ALA-MLS	21.00
16.2	Total Librarians	21.00
16.3	All Other Paid Staff	57.75
16.4	Total Paid Employees	78.75
16.5	State Government Revenue	\$24,619
16.6	Federal Government Revenue	\$0
16.7	Other Operating Revenue	\$94,314
16.8	Total Operating Revenue	\$9,929,294
16.9	Other Operating Expenditures	\$1,400,724
16.10	Total Operating Expenditures	\$8,584,484
16.11	Total Capital Expenditures	\$504,284
16.12	Print Materials	102,400
16.13	Total Registered Borrowers	29,911
16.14	Other Capital Revenue and Receipts	\$58,647
16.15	Total Number of Internet Terminals Used by the General Public	29
16.16	Total Uses (sessions) of Public Internet Computers Per Year	30,661
16.17	Total Wireless Sessions Provided by the Library Wireless Service Per Year	35,988
16.18	Total Capital Revenue	\$58,647

17. FOR NEW YORK STATE LIBRARY USE ONLY

17.1	<i>LIB ID</i>	8000586075
17.2	<i>Interlibrary Relationship Code</i>	ME
17.3	<i>Legal Basis Code</i>	LD
17.4	<i>Administrative Structure Code</i>	SO
17.5	<i>FSCS Public Library Definition</i>	Y
17.6	<i>Geographic Code</i>	SD1
17.7	<i>FSCS ID</i>	NY0687
17.8	<i>SED CODE</i>	580232700015
17.9	<i>INSTITUTION ID</i>	800000037466

SUGGESTED IMPROVEMENTS

Library Name: MASTICS-MORICHES-SHIRLEY
COMMUNITY LIB

Library System: Suffolk Cooperative Library
System

Name of Person Completing
Form: ,

Phone Number: ,

I am satisfied that this resource
(Collect) is meeting library needs: '

Applying this resource (Collect)
will help improve library services ,
to the public:

Please share with us your
suggestions for improving the
Annual Report. When providing
feedback, if applicable please
indicate the question number
each comment/suggestion refers
to. Thank you!