

**SMITHTOWN LIBRARY
NOTICE OF MEETING - BOARD OF
TRUSTEES
AGENDA**

A meeting of the Board of Trustees ("Board") of The Smithtown Library ("Library") will be held on Tuesday, January 16, 2024, at 6:30 p.m. in the offices of the Library located at 1 North Country Road, Smithtown, NY (Smithtown building).

The trustees will also deliberate and take action on the following matters:

READING AND APPROVAL OF MINUTES

1. COMMITTEE Appointments

2. Approval of MINUTES

RESOLVED, that the following REGULAR MEETING MINUTES of December 19, 2023 and the ORGANIZATIONAL MEETING MINUTES of January 4, 2024 be approved as presented (appended).

REPORTS OF OFFICERS, BOARDS, STANDING COMMITTEES AND DIRECTOR'S REPORT

3. Report of the BUDGET AND FINANCE COMMITTEE

a. *TREASURER'S REPORT*

RESOLVED, that the TREASURER'S REPORT for the month ended December 31, 2023 be approved for filing (appended).

b. WARRANTS

RESOLVED, that the following WARRANTS be approved for payment:

<i>i.</i>	<i>Warrant #23 - December ("L" fund) PREPAYS - MINI WARRANT</i>	<i>\$ 4,590.70</i>
<i>ii.</i>	<i>Warrant #23 - December ("L" fund) MINI WARRANT</i>	<i>\$ 147,916.25</i>
<i>iii.</i>	<i>Warrant #23 - December (PAYROLL #26 – 12/22/23)</i>	<i>\$ 314,135.60</i>
<i>iv.</i>	<i>Warrant #23 - December (SPEC PAYROLL- Health Benefit Waiver)</i>	<i>\$ 75,632.45</i>
<i>v.</i>	<i>Warrant #24 - January (PAYROLL #1 – 1/5/24)</i>	<i>\$ 263,479.80</i>
<i>vi.</i>	<i>Warrant #24 - January ("L" fund) PREPAYS</i>	<i>\$ 350.54</i>
<i>vii.</i>	<i>Warrant #24 - January ("L" fund) WARRANT</i>	<i>\$ 253,954.57</i>
<i>viii.</i>	<i>Warrant #24 - January ("M" fund) WARRANT</i>	<i>\$ 620.00</i>

c. FIXED ASSET INVENTORY

RESOLVED, that the Library Director be authorized to remove the following FIXED ASSET obsolete/broken computer, printer & miscellaneous items from the inventory of the Smithtown, Commack, Kings Park, and Nesconset buildings for the year ending December 31, 2023:

Inventory numbers: 71, 109, 117, 589, 1516, 1592, 1593, 1692, 1705, 1714, 2031, 2106, 2190

4. Report of the PERSONNEL COMMITTEE

a. PERSONNEL CHANGES

RESOLVED, that the following PERSONNEL changes be approved as presented:

Temporary Promotional Appointment:

- i. Temporary full-time promotional appointment of **Anne Sancilio** to the position of Principal Library Clerk, Circulation Supervisor, Commack and Nesconset buildings, at an annual rate of pay of \$60,147.00, not to exceed a six-month period, subject to Civil Service approval, effective date, nunc pro tunc, January 8, 2024 (Immediate need due to medical leave for employee #1034).*

Retirement:

- ii. Retirement of **Virginia Carroll**, Librarian II, Children's Department, Commack building, effective December 31, 2023 (last day of employment – December 30, 2023).*

Leave of Absence:

- iii. Extended child care leave of absence without pay for **Cody Beck**, Groundskeeper I, all buildings, effective February 2, 2024 through February 11, 2024.*

b. CONFERENCE ATTENDANCE REQUESTS

RESOLVED, that the following CONFERENCE ATTENDANCE requests set forth hereinafter are hereby approved:

- i. That Library Director **Robert Lusak**, Administration Department, Nesconset building, be authorized to attend, on paid release time, the "Pre-Advocacy and Advocacy Day Programs for "Library Legislation Day", sponsored by NYLA (New York Library Association), from February 6, 2024 through February 7, 2024, to be held at the Legislative Office Buildings, Albany, NY, for the purpose of fostering support for libraries, increasing state funding, and educating legislators of the services libraries provide, with reimbursement for reasonable expenses incurred with the display of certified receipts.*

- ii. That Assistant Library Director **Eileen Caulfield**, Administration Department, Smithtown building, be authorized to attend, on paid release time, the “Pre-Advocacy and Advocacy Day Programs for “Library Legislation Day”, sponsored by NYLA (New York Library Association), from February 6, 2024 through February 7, 2024, to be held at the Legislative Office Buildings, Albany, NY, for the purpose of fostering support for libraries, increasing state funding, and educating legislators of the services libraries provide, with reimbursement for reasonable expenses incurred with the display of certified receipts.
- iii. That Assistant Library Director **Patricia Thomson**, Administration Department, Nesconset building, be authorized to attend, on paid release time, the “Pre-Advocacy and Advocacy Day Programs for “Library Legislation Day”, sponsored by NYLA (New York Library Association), from February 6, 2024 through February 7, 2024, to be held at the Legislative Office Buildings, Albany, NY, for the purpose of fostering support for libraries, increasing state funding, and educating legislators of the services libraries provide, with reimbursement for reasonable expenses incurred with the display of certified receipts.
- iv. That Librarian IV **Andrew Salomon**, building head, Kings Park building, be authorized to attend, on paid release time, the “Pre-Advocacy and Advocacy Day Programs for “Library Legislation Day”, sponsored by NYLA (New York Library Association), from February 6, 2024 through February 7, 2024, to be held at the Legislative Office Buildings, Albany, NY, for the purpose of fostering support for libraries, increasing state funding, and educating legislators of the services libraries provide, with reimbursement for actual and necessary expenses not to exceed \$500.00.

c. RETIREMENT – Resolution of Appreciation – Virginia Carroll

WHEREAS, Virginia Carroll has announced her retirement as of December 31, 2023; and

WHEREAS, Virginia Carroll began her tenure with The Smithtown Library on September 23, 1982 as a part-time Page at the Commack Building, and

WHEREAS, Virginia Carroll was appointed to the title of Librarian Trainee on May 3, 1986, and, upon achieving her degree in Library Sciences, she was appointed to Librarian I full-time in the Children’s Department; and

WHEREAS, Virginia Carroll was promoted to Librarian II on January 26, 1991, the role in which she served until her retirement; and

WHEREAS, during her forty-one years of faithful and dedicated service, she has earned the admiration and respect of her colleagues and co-workers; now therefore be it

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby express their appreciation to Virginia Carroll for her years of dedicated service and contributions to the Library; and be it

FURTHER RESOLVED, that the Board of Trustees of The Smithtown Library extends to Virginia Carroll their best wishes for many years of health and happiness during her retirement.

5. Report of the BUILDINGS AND GROUNDS COMMITTEE

- a. Smithtown Community Room A/V Upgrade for the Smithtown Lower Level Renovation Project (NYS Library Construction Grant #0386-24-0484)

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby authorize the Library Director to enter into a contract agreement with Adwar Video for labor and materials to upgrade the audio/visual components of the Community Room at the Smithtown building, at a total cost not to exceed \$48,789.00 (NYS Contract Group 73600 – Award 22802 and Omnia Contract #226017-02).

- b. GENERATOR MAINTENANCE RENEWAL: 2024 - 2025 – Kings Park & Nesconset buildings - Cummins, Inc.

RESOLVED, that the Board of Trustees of the Smithtown Library does hereby authorize the Library Director to enter into a contract agreement with Cummins, Inc. for the period February 19, 2024 through February 18, 2025, for year five (5) of a five (5) year contract, for the purpose of providing standard service and inspection service for the generators at our Kings Park and Nesconset library buildings, at a total annual cost not to exceed \$3,750.00 for the 2024-2025 year.

- c. FIRE ALARM INSPECTION: 2024 – 2025 - Garland Fire Systems, Inc.

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby authorize the Library Director to enter into a contract agreement with Garland Fire Systems, Inc. for the period March 1, 2024 through February 28, 2025, for year one (1) of a three (3) year contract, for the purpose of providing standard fire inspection service for our Commack, Kings Park, Nesconset and Smithtown buildings, at a total annual cost not to exceed \$4,550.00 per year (Note: as needed, per-call fire detection equipment service at an additional hourly ‘regular’ rate of \$150.00 will apply).

- d. FIRE ALARM MONITORING: 2024 – 2025 - Garland Fire Systems, Inc.

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby authorize the Library Director to enter into a contract agreement with Garland Fire Systems, Inc. for the period March 1, 2024 through February 28, 2025 for year one (1) of a three (3) year contract, for the purpose of UL Listed 24hr Supervised Central Station Monitoring for our Commack, Kings Park, Nesconset and Smithtown buildings, as per the Town of Smithtown Fire Marshal and State Building Code requirements, at a total annual cost, for the transmission of fire signals to the local Fire Department, not to exceed \$3,600.00 per year.

6. Report of the COMMUNICATIONS COMMITTEE

a. MEMORIAL DONATION – Lois Andelman (in memory of Frances Kelley)

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby graciously accept and thank Lois Andelman, of Tewksbury, MA, for the generous donation of ONE HUNDRED DOLLARS (\$100.00), in memory of Frances Kelley, and be it

FURTHER RESOLVED, that said donation is to be used as necessary at the Library's discretion.

b. ONLINE MEMORIAL DONATION – Harvard University (in memory of Frances Kelley)

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby graciously accept and thank Harvard University, Cambridge, MA, for the generous online donation of ONE HUNDRED DOLLARS (\$100.00), in memory of Frances Kelley, and be it

FURTHER RESOLVED, that said donation is to be used as necessary at the Library's discretion.

c. ONLINE MEMORIAL DONATION – Maya Hope (in memory of Frances Kelley)

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby graciously accept and thank Maya Hope, of Berkeley, CA, for the generous online donation of ONE HUNDRED DOLLARS (\$100.00), in memory of Frances Kelley, and be it

FURTHER RESOLVED, that said donation is to be used as necessary at the Library's discretion.

d. MEMORIAL DONATION – Eileen Hunter (in memory of Frances Kelley)

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby graciously accept and thank Eileen Hunter, of Milton, MA, for the generous donation of FIFTY DOLLARS (\$50.00), in memory of Frances Kelley, and be it

FURTHER RESOLVED, that said donation is to be used as necessary at the Library's discretion.

e. ONLINE MEMORIAL DONATION – Tim Kelley (in memory of Frances Kelley)

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby graciously accept and thank Tim Kelley, of Shirley, MA, for the generous online donation of TWO HUNDRED FIFTY DOLLARS (\$250.00), in memory of Frances Kelley, and be it

FURTHER RESOLVED, that said donation is to be used as necessary at the Library's discretion.

- f. ONLINE MEMORIAL DONATION – Robert J. Kohlmeyer (in memory of Frances Kelley)

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby graciously accept and thank Robert J. Kohlmeyer, for the generous online donation of TWENTY-FIVE DOLLARS (\$25.00), in memory of Frances Kelley, and be it

FURTHER RESOLVED, that said donation is to be used as necessary at the Library's discretion.

- g. ONLINE MEMORIAL DONATION – Alice Corsello and Kristen Pappacena (in memory of Frances Kelley)

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby graciously accept and thank Alice Corsello and Kristen Pappacena, of Palo Alto, CA, for the generous online donation of ONE HUNDRED DOLLARS (\$100.00), in memory of Frances Kelley, and be it

FURTHER RESOLVED, that said donation is to be used as necessary at the Library's discretion.

- h. ONLINE MEMORIAL DONATION – Andre Tessier (in memory of Frances Kelley)

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby graciously accept and thank Andre Tessier, of Pitt Meadows, British Columbia, for the generous online donation of FIFTY DOLLARS (\$50.00), in memory of Frances Kelley, and be it

FURTHER RESOLVED, that said donation is to be used as necessary at the Library's discretion.

- i. ONLINE MEMORIAL DONATION – Benjamin Torrance (in memory of Frances Kelley)

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby graciously accept and thank Benjamin Torrance, of Jackson Heights, NY, for the generous online donation of ONE HUNDRED DOLLARS (\$100.00), in memory of Frances Kelley, and be it

FURTHER RESOLVED, that said donation is to be used as necessary at the Library's discretion.

- j. ONLINE DONATION – Matthew Torres

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby graciously accept and thank Matthew Torres, of Nesconset, NY, for the generous online donation of twenty-five dollars (\$25.00), to be used by the Library at its discretion, and be it

FURTHER RESOLVED, that the Board of Trustees of The Smithtown Library extends their appreciation for past donations received from Mr. Torres.

7. DIRECTOR'S REPORT – Robert Lusak, Library Director

UNFINISHED BUSINESS

PUBLIC COMMENTS

NEW BUSINESS

8. RECORDS MANAGEMENT PROCEDURE MANUAL – 2024 annual update (appended)

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby approve the Records Management Procedure Manual as updated for 2024 by the Library's Records Management Officer Lauren Gunderson in accordance with the guidelines of the State of New York and in adherence to the Records Retention and Disposition Schedule LGS-1, as established by the New York State Archives Division of the State Education Department.

9. Next "Regular" meeting – February 20, 2024 – 6:30 pm - Nesconset building.

**MINUTES
BOARD OF TRUSTEES
THE SMITHTOWN LIBRARY
December 19, 2023**

A regular meeting of the Board of Trustees of The Smithtown Library was held at the Kings Park building, Kings Park, New York, on the 19th day of December, 2023. The meeting was called to order at 6:30 pm with the pledge of allegiance to the flag.

The following Library Trustees were present: Brianna Baker-Stines, Mildred Bernstein, Annette Galarza, Howard Knispel, Thomas Maher, Christopher Sarvis and Theresa Stabile.

Also present were Library Director Robert Lusak, Library Counsel Kevin Seaman, Assistant Library Director Eileen Caulfield, Assistant Library Director Patricia Thomson, Treasurer Kevin Miller, and Secretary Linda Taurassi. Clerk Lauren Gunderson was absent with prior notice.

Brianna Baker-Stines, President of the Board of Trustees, acted as Chairperson of the meeting.

READING AND APPROVAL OF MINUTES

1. APPROVAL OF MINUTES

Library Board President Brianna Baker-Stines moved to approve the adoption of the following resolution:

- a. *RESOLVED, that the REGULAR MEETING MINUTES of November 21, 2023 be approved as presented.*

The motion was seconded by Trustee Mildred Bernstein and adopted 7-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Galarza, Knispel, Maher, Sarvis, Stabile AGAINST—none

REPORTS OF OFFICERS, BOARDS, STANDING COMMITTEES & DIRECTOR'S REPORT

- 2. The BUDGET AND FINANCE COMMITTEE report was presented by Budget and Finance Committee Liaison Howard Knispel who moved to approve the adoption of resolution "a":

- a. **TREASURER'S REPORT**

RESOLVED, that the TREASURER'S REPORT for the month ended November 30, 2023 be approved for filing (copy of report appended to the original of these minutes).

The motion was seconded by Trustee Annette Galarza and adopted 7-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Galarza, Knispel, Maher, Sarvis, Stabile AGAINST—none

b. WARRANTS

Budget and Finance Committee Liaison Howard Knispel moved to approve the adoption of resolution “b”:

RESOLVED, that the following WARRANTS be approved for payment (copy of warrants appended to the original of these minutes):

i. Warrant #23 - December (“L” fund) PREPAYS	\$ 922,026.87
ii. Warrant #23 - December (“L” fund) WARRANT	\$ 406,030.88
iii. Warrant #23 - December (“M” fund) WARRANT	\$ 2,139.00
iv. Warrant #23 - Payroll #24 (11/24/23)	\$ 274,113.19
v. Warrant #23 - Payroll #25 (12/08/23)	\$ 275,986.58

The motion was seconded by Trustee Theresa Stabile and adopted 7-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Galarza, Knispel, Maher, Sarvis, Stabile AGAINST—none

c. BUDGET TRANSFERS

Budget and Finance Committee Liaison Howard Knispel moved to approve the adoption of resolution “c”:

RESOLVED, that the Business Manager be authorized to execute budget transfers in the dollar amounts and expenditure lines as follows:

BUDGET TRANSFERS				
Account	Account Title	Original Budget	(FROM)/TO	Adjusted Budget
L.4130	Periodicals	40,000	10,000	50,000
L.4290S	Summer Reading Program	24,450	(3,000)	21,450
L.4291	Staff Development	7,725	1,000	8,725
L.4330	Postage & Freight	16,000	1,200	17,200
L.4350	Travel	8,000	800	8,800
L.8300	Workmans Compensation	91,750	(10,000)	81,750
		<u>187,925</u>	0	<u>187,925</u>

The motion was seconded by Trustee Christopher Sarvis and adopted 7-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Galarza, Knispel, Maher, Sarvis, Stabile AGAINST—none

3. The PERSONNEL COMMITTEE report was presented by Personnel Committee Liaison Thomas Maher who moved to approve the adoption of resolution “a”:

a. PERSONNEL CHANGES

RESOLVED, that the following PERSONNEL changes be approved as presented:

Temporary Promotional Appointment:

- i. Temporary full-time promotional appointment of **Angelique Daley** to the position of Senior Library Clerk, Circulation Supervisor, Kings Park building, at an annual rate of pay of \$50,556.00, not to exceed a six-month period, subject to Civil Service approval, nunc pro tunc, effective November 28, 2023 (Immediate need due to medical leave for employee #1026.)

Full-time Appointment:

- ii. Full-time permanent appointment of **Thomas Augusta** to the position of Library Clerk, Circulation Department, Kings Park building, at an annual rate of pay of \$34,938.00, subject to a 26-week probationary period, effective January 8, 2024 (to fill the vacancy created by the resignation of Maria Torquato, effective 10/20/23).

Part-time Appointments:

- iii. Part-time appointment of **Erica Howland** to the position of Librarian Trainee, Children's Department, Nesconset building, at an hourly rate of pay of \$28.92, not to exceed 17.5 hours per week, effective January 2, 2024 (to fill the vacancy created by the resignation of Librarian I Katelyn Zanetti, effective 8/30/23).
- iv. Part-time appointment of **William Monahan** to the position of Driver Messenger, all library buildings, at an hourly rate of pay of \$16.00, not to exceed 17.5 hours per week, effective January 2, 2024 (to fill the vacancy created by the release of Kyle Tilden from a part-time Driver Messenger position into the part-time position of Library Assistant, effective 9/5/23).

Retirement:

- v. Retirement of **Carolyn M. Muhlenbruck**, Library Clerk, Circulation Department, Smithtown building, effective December 9, 2023 (last day of employment – December 8, 2023).

Leave of Absence:

- vi. Extended medical leave of absence without pay for **Employee #1026**, effective December 16, 2023, until further notice, pending medical clearance.

The motion was seconded by Trustee Howard Knispel and adopted 7-0 after discussion by the following roll call vote:

FOR—Baker-Stines, Bernstein, Galarza, Knispel, Maher, Sarvis, Stabile AGAINST—none

Personnel Committee Liaison Thomas Maher moved to approve the adoption of resolution “b”:

b. CONFERENCE ATTENDANCE REQUESTS

RESOLVED, that the following CONFERENCE ATTENDANCE requests set forth hereinafter are hereby approved:

- i. That Librarian II **Rachel Cecchini**, Teen Services Department, Kings Park building, be authorized to attend, nunc pro tunc, on paid release time, the YASD (Young Adult Services Division) Annual Luncheon, sponsored by YASD, to be held at Toast Coffeehouse, Patchogue, NY, on December 7, 2023, with reimbursement for actual and necessary expenses not to exceed \$55.00.

- ii. That Librarian II **Will Salas**, Reference Department, Smithtown building, be authorized to attend, on paid release time, a virtual self-scheduled course titled “NY Remote Online Notary Licensing”, sponsored by Notary Licensing Classes New York Online 2023, with reimbursement for actual and necessary expenses not to exceed \$67.00, on a date TBD.
- iii. That Librarian III **Caren Zatyk**, Long Island Room, Smithtown building, be authorized to attend, nunc pro tunc, on paid release time, the RASD (Reference and Adult Services Division) Annual Luncheon, sponsored by the Reference and Adult Services Division of the Suffolk County Library Association (SCLA), to be held at the Brentwood Public Library, Brentwood, NY, on December 5, 2023, with reimbursement for actual and necessary expenses not to exceed \$15.00.
- iv. That Librarian III **Caren Zatyk**, Long Island Room, Smithtown building, be authorized to attend, nunc pro tunc, on paid release time, the “America 250 in 2026” roundtable, sponsored by the Long Island Museum Association, to be held at the Vanderbilt Museum & Planetarium, Centerport, NY, on December 11, 2023, with reimbursement for actual and necessary expenses not to exceed \$15.00.

The motion was seconded by Trustee Annette Galarza and adopted 7-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Galarza, Knispel, Maher, Sarvis, Stabile AGAINST—none

Personnel Committee Liaison Thomas Maher moved to approve the adoption of resolution “c”:

c. RETIREMENT – Resolution of Appreciation – Carolyn Muhlenbruck

WHEREAS, Carolyn Muhlenbruck has announced her retirement as of December 9, 2023 and

WHEREAS, having begun her tenure with The Smithtown Library on November 22, 2000, as a Page at the Commack Building; and

WHEREAS, on January 30, 2010 she became a part-time Library Clerk in the Circulation Department and then appointed to full-time on October 31, 2013; now therefore be it

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby express its appreciation to Carolyn Muhlenbruck for her twenty-three years of dedicated service and contributions to the Library; and be it

FURTHER RESOLVED, that the Board of Trustees of The Smithtown Library extends to Carolyn Muhlenbruck their best wishes for many years of health and happiness during her retirement.

The motion was seconded by Trustee Mildred Bernstein and adopted 7-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Galarza, Knispel, Maher, Sarvis, Stabile AGAINST—none

4. There was no report of the BUILDINGS AND GROUNDS COMMITTEE.

5. The COMMUNICATIONS COMMITTEE report was presented by Communications Committee Liaison Mildred Bernstein who moved to approve the adoption of resolution “a”:

a. DONATION – Norman Keil Nurseries – Pointsettia Plants

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby graciously accept and thank Norman Keil Nurseries for their generous donation of sixty-eight (68) poinsettia plants and twenty-one (21) dwarf Alberta Spruce plants, to be divided among all Library buildings; and be it

FURTHER RESOLVED, that the Board of Trustees of The Smithtown Library extends their appreciation for the past support and donations received from Norman Keil Nurseries that enhance all Library buildings during the holidays.

The motion was seconded by Trustee Christopher Sarvis and adopted 7-0 after discussion by the following roll call vote:

FOR—Baker-Stines, Bernstein, Galarza, Knispel, Maher, Sarvis, Stabile AGAINST—none

Communications Committee Liaison Mildred Bernstein moved to approve the adoption of resolution “b”:

b. DONATION – Barbara Scherr Trenk

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby graciously accept and thank Mr. Robert Scherr for his generous donation of ONE HUNDRED DOLLARS (\$100.00) to The Smithtown Library in memory of his beloved sister Barbara Scherr Trenk, and be it

FURTHER RESOLVED, that the Board of Trustees extends their appreciation to Mr. Scherr for past donations received in memory of his sister Barbara Scherr Trenk.

The motion was seconded by Trustee Theresa Stabile and adopted 7-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Galarza, Knispel, Maher, Sarvis, Stabile AGAINST—none

Communications Committee Liaison Mildred Bernstein moved to approve the adoption of resolution “c”:

c. ONLINE DONATION – Marie Jordan

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby graciously accept and thank Marie Jordan for the generous online donation of FIFTY DOLLARS (\$50.00), and be it

FURTHER RESOLVED, that said donation is to be used as necessary at the Library’s discretion.

The motion was seconded by Trustee Theresa Stabile and adopted 7-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Galarza, Knispel, Maher, Sarvis, Stabile AGAINST—none

Communications Committee Liaison Mildred Bernstein moved to approve the adoption of resolution “d”:

d. ONLINE DONATION – Stuart Michaels

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby graciously accept and thank Stuart Michaels, of Commack, NY, for the generous online donation of FIFTY DOLLARS (\$50.00), and be it

FURTHER RESOLVED, that said donation is to be used as necessary at the Library’s discretion.

The motion was seconded by Trustee Theresa Stabile and adopted 7-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Galarza, Knispel, Maher, Sarvis, Stabile AGAINST—none

6. DIRECTOR'S REPORT – Robert Lusak, Library Director

The Library Director had nothing further to add to his report that had been submitted previously to the Library Board (copy of report appended to the original of these minutes).

UNFINISHED BUSINESS

7. REVISED POLICY – **Code of Ethics** [Policy 500-20] (2nd reading)

[Note: revisions are noted in underlined bold font; deletions are noted with a strikethrough]

Library Board President Brianna Baker-Stines moved to waive the reading of the Code of Ethics Policy [Policy 500-20]. The motion was seconded by Trustee Christopher Sarvis and adopted 7-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Galarza, Knispel, Maher, Sarvis, Stabile AGAINST—none

Library Board President Brianna Baker-Stines moved to approve the adoption of the Code of Ethics Policy [Policy 500-20]. The motion was seconded by Trustee Theresa Stabile and adopted 7-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Galarza, Knispel, Maher, Sarvis, Stabile AGAINST—none

CODE OF ETHICS

*Pursuant to the provisions of Section 806 of the General Municipal Law, the Board of Trustees promulgates these rules of ethical conduct for the officers and employees of the Library. These rules shall be in addition to any provisions of Article 18, Sections 800 to 807, of the General Municipal Law or any other general or special law relating to ethical conduct and **prohibited** interests in contracts of municipal officers and employees **involving the Library**.*

1. DEFINITIONS

- a. *“Officer” or “employee” means an officer or employee of the Library, whether paid or unpaid, including members of the Board of Trustees and ~~their~~ **its** appointees.*
- b. *“Interest” means a pecuniary or material benefit accruing to a municipal officer or employee unless the context otherwise requires. **“Interest” may also refer to an indirect benefit obtained through a third party.***

2. STANDARDS OF CONDUCT

Every officer and employee of the Library shall be subject to and abide by the following standards of conduct:

a. Gifts

An officer or employee shall not directly or indirectly solicit or accept or receive any gifts, whether in the form of money, services, loan, travel, entertainment, hospitality, thing or promise, or in any other form, under circumstances ~~in which~~ whereas it could reasonably be inferred that the gift was intended to influence him/her in the performance of his/her official duties or was intended as a reward for any official action on his/her part.

However, nothing herein should be construed as prohibiting the traditional exchange of holiday gifts provided discretion is used to ensure that gifts of value (those exceeding an expense of \$50.00) are not accepted by staff employees or officers. Gifts from children that are principally sentimental in nature and of insignificant financial value may be accepted in the spirit in which they are given.

b. Confidential Information

An officer or employee shall not disclose confidential information acquired by him/her in the course of his/her official duties or use such information to further his/her personal or political interest; specifically, any information obtained during the course of Executive Sessions of the Board of Trustees shall not be disclosed. Confidential information may include information received through electronic messages that is not publicly available, has not been previously discussed in public session, and including discussions held in Executive Sessions. A failure of a Trustee to observe this condition (as contemplated under the Open Meetings Law and the General Municipal Law) of Board membership may subject the Trustee to removal from office. If a Trustee is suspected of disclosing confidential information, a Board investigation may ensue. The suspected Board member must may provide a written explanation of the circumstance. The Board will then vote on the acceptance of the explanation. Upon a unanimous vote of the Board determining culpability (excepting the suspected Board member's vote), the suspected Board member's seat may be considered vacant.

c. Representation before the Board

An officer or employee shall not receive or enter into any agreement, express or implied, for compensation for services to be rendered, or the buying and selling of products, in relation to any matter before the Library which creates a conflict of interest.

d. Representation before the Board for a Contingent Fee

An officer or employee shall not receive or enter into any agreement, express or implied, for compensation for services to be rendered in relation to any matter ~~before~~ concerning the Library, whereby the compensation is to be dependent or contingent upon any action by the Library with respect to such matter, provided that this paragraph shall not prohibit the fixing at any time of fees based upon the reasonable value of the services rendered.

e. Disclosure of Interest in Matters Before the Board

To the extent that he/she knows thereof, a member of the Board of Trustees and any officer or employee of the Library, whether paid or unpaid, who participates in the discussion or gives provides an official opinion to the Board on any matter before the Board shall publicly disclose on the official record the nature and extent of any direct or indirect financial or other private interest he/she ~~has~~ may have in such matters.

f. Investments in Conflict with Official Duties

An officer or employee shall not invest or hold any investment directly in any financial, business, commercial, or other private transaction that creates a conflict with his/her official duties.

g. Private Employment

An officer or employee shall not engage in, solicit, negotiate for or promise to accept private employment when that employment or service creates a conflict with or impairs the proper discharge of his/her official duties.

h. Future Employment

An officer or employee shall not, after ~~their~~ **his/her** termination of service or employment with the Board appear before the Board or any panel of committee of the Board, in relation to any case, proceeding, or application in which he/she personally participated during their period of his/her service or employment or that was under his/her active consideration. This shall not bar or prevent the timely filing by a present or former officer or employee of any claim, account, demand or suit against the Library on his/her own behalf or on behalf of any member of his/her family arising out of any personal injury or property damage or for any lawful benefit authorized or permitted by law.

i. Family Members as Employees

A member of the Board of Trustees who is an immediate family relative to an employee of The Smithtown Library must abstain from sitting-in on any action directly relating to said employee, such as contract negotiation, or any act specifically involving said employee.

3. DISTRIBUTION OF CODE OF ETHICS

The Library Director shall cause a copy of the Board's Code of Ethics to be distributed to every officer and employee of the Library. Each officer and employee elected or appointed thereafter shall be furnished a copy before entering upon the duties of his/her office or employment. In addition, the Library Director shall ensure that a copy of Article 18 of the General Municipal Law shall be kept posted in each public building under the Library's jurisdiction in a place conspicuous to the Library's officers and employees.

4. PENALTIES

In addition to any penalties contained in any other provision of law, any ~~person~~ **officer or employee** who shall knowingly and intentionally violate any of the provisions of the Board's Code of Ethics may be fined, suspended or removed from office or employment, as the case may be, in the manner provided by law.

The Board reserves its prerogative to investigate, or direct the investigation of, any potential Code of Ethics violation, including those alleged to be done by Trustees. If a violation is found, the Board may choose the appropriate sanction or action at its discretion, which may range from written notice to removal from office, depending on the nature of the violation. A removal of office may only occur by way of a unanimous vote of present trustees (excluding the suspected Trustee(s)).

8. REVISED POLICY – Unattended Children [Policy 700-30] (2nd Reading)

[Note: revisions are noted in underlined bold font; deletions are noted with a strikethrough]

Library Board President Brianna Baker-Stines moved to waive the reading of the Unattended Children Policy [Policy 700-30]. The motion was seconded by Trustee Annette Galarza and adopted 7-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Galarza, Knispel, Maher, Sarvis, Stabile AGAINST—none

Library Board President Brianna Baker-Stines moved to approve the adoption of the Unattended Children Policy [Policy 700-30]. The motion was seconded by Trustee Christopher Sarvis and adopted 7-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Galarza, Knispel, Maher, Sarvis, Stabile AGAINST—none

UNATTENDED CHILDREN

*The Smithtown Library welcomes children of all ages to utilize its facilities and services. However, the Library cannot ~~guarantee~~ **warrant** the safety of children nor can it assume responsibility for them. The following policy regarding the use of the Library by children and their parents, guardians or caregivers is adopted:*

- *Children, like all other library users, are required to abide by the Library's rules and regulations regarding appropriate behavior in the Library.*
- *Parents, guardians and caregivers are responsible for the conduct of their children in the Library and must provide such supervision of their children as is warranted.*
- *~~Any child who has not yet completed fifth grade must have a parent/guardian/caregiver age 14 or older supervising them at all times in all areas of the Library.~~ **Young people who have completed fifth grade, may visit the Library without a parent/guardian/caregiver. Those young people who have yet to complete fifth grade must be accompanied by a supervisor over the age of 14.** Older youth may use the Library unattended provided they maintain proper Library behavior. Library staff will attempt to notify parents, guardians and caregivers if their minors are left unattended and/or require supervision. In the event a parent/guardian/caregiver cannot be contacted, the library will call for police assistance.*
- *Parents, guardians and caregivers must be aware of Library opening and closing times and make suitable arrangements to meet and transport their children.*
- *If a child is unaccompanied in the Library at closing time, every effort will be made to assist the child in ~~calling~~ **contacting** his/her parent, guardian or caregiver to arrange for transportation.*
- *Under no conditions will Library staff transport children home or to any other destination.*
- *If a child remains after hours, two (2) Library staff members will accompany the child until his/her parent, guardian or caregiver arrives. If there is no parent, guardian or caregiver contact within 15 minutes **of closing time**, Library staff will call for police assistance and will remain with the child until ~~they~~ **the police** arrive.*

PUBLIC COMMENTS

In the time allotted for public comments one member of the public spoke.

NEW BUSINESS

9. PRESENTATION: Resolution of Appreciation – **Thomas Maher**

Library Board President Brianna Baker-Stines moved to approve the adoption of the following resolution:

12/19/23

WHEREAS, Thomas Maher has been a member of the Board of Trustees (“Board”) of The Smithtown Library (“Library”) from July 21, 2020 through December 31, 2023; and

WHEREAS, on July 21, 2020, recognizing his interest to serve the Library, the Board appointed him to serve a vacated seat until the October 10, 2020 election; and

WHEREAS, having gained the public’s confidence, he was elected to serve a three-year term beginning January 1, 2021 and ending December 31, 2023; and

WHEREAS, during his three and one-half years serving on the Board of Trustees of The Smithtown Library, which included one year serving as Vice President of the Board; and

WHEREAS, the Board recognizes the excellent and dedicated service that Thomas Maher has rendered the Library during that time; now therefore be it

RESOLVED, that the Board of Trustees of The Smithtown Library extends a unanimous vote of thanks to Thomas Maher for his dedicated service to the community; and be it

FURTHER RESOLVED, that this resolution becomes a part of the permanent record of the minutes of this meeting.

The motion was seconded by Trustee Theresa Stabile and adopted 7-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Galarza, Knispel, Maher, Sarvis, Stabile AGAINST—none

10. DISCUSSION – Administrative/Confidential employment agreements; Director’s Evaluation

At 7:01 pm Library Board President Brianna Baker-Stines moved to enter executive session to discuss the employment history of particular persons.

The motion was seconded by Trustee Howard Knispel and adopted 7-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Galarza, Knispel, Maher, Sarvis, Stabile; AGAINST—none

The following Library Trustees were present and participating in executive session: Brianna Baker-Stines, Mildred Bernstein, Annette Galarza, Howard Knispel, Thomas Maher, Christopher Sarvis and Theresa Stabile.

Also present were Library Director Robert Lusak, Library Counsel Kevin Seaman, Personnel Assistant Lori Mauceri and Secretary Linda Taurassi.

At 8:19 pm Library Director Robert Lusak, Personnel Assistant Lori Mauceri and Secretary Linda Taurassi left the meeting.

At 8:38 pm the following staff members were invited to enter executive session: Library Director Robert Lusak, Assistant Library Director Patricia Thomson, Assistant Library Director Eileen Caulfield, Business Manager Jennifer Piano, Treasurer Kevin Miller, Kings Park building head Andrew Salomon, Network & Systems Specialist II James Buckman, Personnel Assistant Lori Mauceri, Senior Account Clerk Mindi Goonan, and Secretary Linda Taurassi.

11. At 8:43 pm Library Board President Brianna Baker-Stines made a motion to reconvene in open public session. The motion was seconded by Trustee Annette Galarza and adopted by unanimous consent.
12. At 8:44 pm Library Board President Brianna Baker Stines made a motion to accept the recommendations of the Contract Committee pertaining to the confidential salary contracts. The motion was seconded by Trustee Howard Knispel and adopted 7-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Galarza, Knispel, Maher, Sarvis, Stabile; AGAINST—none
13. There being no further business, Library Board President Brianna Baker-Stines moved to adjourn the meeting at 8:45 pm. The motion was seconded by Trustee Annette Galarza and adopted by unanimous consent.
14. Note: the Library Board’s annual Organizational meeting is scheduled to be held January 4, 2024 at 6:00 pm at the Nesconset building. The next “Regular” meeting of the Board of Trustees is scheduled to be held January 16, 2024 at 6:30 pm at the Smithtown building.

Minutes approved this 16th day of January, 2024

Annette Galarza, President
Smithtown Library Board of Trustees

Linda Taurassi
Secretary to the Board of Trustees

(This is a draft of the December 19, 2023 Board of Trustees meeting; to be voted on for approval at the January 16, 2024 Board of Trustees meeting).

**MINUTES
ORGANIZATIONAL MEETING
BOARD OF TRUSTEES
SMITHTOWN LIBRARY
January 4, 2024**

An annual organizational meeting of the Board of Trustees of The Smithtown Library was held at the Nesconset building, Nesconset, New York, on the 4th day of January, 2024. The meeting was called to order at 6:00 p.m. As per Bylaws Policy 100-10, Article IV, no general business was discussed and no public comments were heard at this meeting.

The following trustees were present and participating at the meeting: Brianna Baker-Stines, Mildred Bernstein, Barbara Deal, Annette Galarza, Howard Knispel, Christopher Sarvis and Theresa Stabile.

Also in attendance were Library Director Robert Lusak, Assistant Library Director Patricia Thomson, Treasurer Kevin Miller, Clerk Lauren Gunderson and Secretary Linda Taurassi.

1. OATH OF OFFICE

The oath of office was administered by Library District Clerk Lauren Gunderson to newly elected Trustees Brianna Baker-Stines and Barbara Deal.

2. NOMINATION AND ELECTION OF OFFICERS

a. Nomination of President

Trustee Brianna Baker-Stines nominated Trustee Annette Galarza for the office of President. The motion to accept the nomination was seconded by Trustee Howard Knispel.

There were no other nominations for the office of President. The nomination for President resulted in the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis, Stabile; AGAINST—none

b. Nomination of Vice President

Trustee Brianna Baker-Stines nominated Trustee Mildred Bernstein for the office of Vice-President. The motion to accept the nomination was seconded by Trustee Christopher Sarvis.

There were no other nominations for the office of Vice-President. The nomination for Vice-President resulted in the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis, Stabile; AGAINST—none

3. APPOINTMENT OF CLERK

Trustee Brianna Baker-Stines moved to approve the adoption of the following resolution:

*RESOLVED, that the Board of Trustees of The Smithtown Library does hereby extend the appointment of **Lauren Gunderson**, effective January 1, 2024, to serve as Clerk for a period of one year, upon the same compensation and terms as presently in effect.*

The motion was seconded by Trustee Barbara Deal and adopted 7-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis, Stabile; AGAINST—none

4. APPOINTMENT OF TREASURER

Trustee Brianna Baker-Stines moved to approve the adoption of the following resolution:

*RESOLVED, that the Board of Trustees of The Smithtown Library does hereby extend the appointment of **Kevin Miller**, effective January 1, 2024, to serve as Treasurer for a period of one year, upon the same compensation and terms as presently in effect.*

The motion was seconded by Trustee Howard Knispel and adopted 7-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis, Stabile; AGAINST—none

5. APPOINTMENT OF SECRETARY

Trustee Brianna Baker-Stines moved to approve the adoption of the following resolution:

*RESOLVED, that the Board of Trustees of The Smithtown Library does hereby extend the appointment of **Linda Taurassi**, effective January 1, 2024, to serve as Secretary to the Board for a period of one year, upon the same compensation and terms as presently in effect.*

The motion was seconded by Trustee Barbara Deal and adopted 7-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis, Stabile; AGAINST—none

6. APPOINTMENT OF LIBRARY DIRECTOR AS FINANCIAL CLERK

Trustee Brianna Baker-Stines moved to approve the adoption of the following resolution:

*RESOLVED, that the Board of Trustees of The Smithtown Library does hereby extend the appointment of Library Director **Robert Lusak** to serve as financial clerk in accordance with the Library's Financial Management Policy (Section 900-10).*

The motion was seconded by Trustee Christopher Sarvis and adopted 7-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis, Stabile; AGAINST—none

7. ESTABLISHMENT OF BANK DEPOSITORIES AND FUNDS AS NECESSARY

Trustee Brianna Baker-Stines moved to approve the adoption of resolution "a":

- a. *RESOLVED, that the Business Manager and/or Treasurer is hereby authorized to establish a petty cash fund and exchange boxes in the total amount of \$1,400.00.*

The motion was seconded by Trustee Annette Galarza and adopted 7-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis, Stabile; AGAINST—none

Trustee Brianna Baker-Stines moved to approve the adoption of resolution "b":

- b. *RESOLVED, that the Business Manager and/or Treasurer is hereby authorized to deposit moneys in the depositories set forth hereinafter in accordance with the Library's Investment Policy (Section 900-40), provided that the total amount deposited in any one of the following depositories listed shall not exceed \$15,000,000.00:*

*M & T Bank
Wilmington Trust
U.S. Bank
First National Bank of Long Island
J.P. Morgan Chase Bank*

The motion was seconded by Trustee Howard Knispel and adopted 7-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis, Stabile; AGAINST—none

8. AFFIRMATION OF PROCUREMENT POLICY

Trustee Brianna Baker-Stines moved to approve the adoption of the following resolution:

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby affirm the Library's current Procurement Policy (Section 900-30).

The motion was seconded by Trustee Howard Knispel and adopted 7-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis, Stabile; AGAINST—none

9. AFFIRMATION OF INVESTMENT POLICY

Trustee Brianna Baker-Stines moved to approve the adoption of the following resolution:

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby affirm the Library's Investment Policy (section 900-40).

The motion was seconded by Trustee Mildred Bernstein and adopted 7-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis, Stabile; AGAINST—none

10. APPOINTMENT OF PROFESSIONALS

Trustee Brianna Baker-Stines moved to approve the adoption of resolution “a”:

- a. *RESOLVED, that the Board of Trustees of The Smithtown Library does hereby renew an annual contract with the **Epic Insurance Brokers & Consultants** for 2024 to provide property and liability insurance, business, automobile, umbrella, Treasurer’s Bond, Notary Bond, and Worker’s Compensation coverage, at a fee not to exceed \$202,739.00.*

The motion was seconded by Trustee Theresa Stabile and adopted 7-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis, Stabile; AGAINST—none

Trustee Brianna Baker-Stines moved to approve the adoption of resolution “b”:

- b. *RESOLVED, that the Board of Trustees of The Smithtown Library does hereby affirm that attorney **Kevin A. Seaman** be retained to serve as General Counsel and Labor Counsel to The Smithtown Library, effective January 1, 2024 through December 31, 2024 (with the Library’s option to renew into the 2025 calendar year), at the annual retainer amount of \$33,000.00, pursuant to the terms of a Letter of Engagement.*

The motion was seconded by Trustee Theresa Stabile and adopted 7-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis, Stabile; AGAINST—none

11. APPOINTMENT OF ACCOUNTING FIRM

Trustee Brianna Baker-Stines moved to approve the adoption of the following resolution:

*RESOLVED, that the Board of Trustees of The Smithtown Library does hereby approve the services of **Baldessari & Coster, LLP**, Certified Public Accountants, to prepare financial statements and Federal Form 990, and to provide audit and related services, in accordance with generally accepted accounting principles, to The Smithtown Library for the fiscal year beginning January 1, 2024 and ending December 31, 2024 at a fee not to exceed \$24,300.00, as per the submitted proposal.*

The motion was seconded by Trustee Annette Galarza and adopted 7-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis, Stabile; AGAINST—none

13. APPOINTMENT OF DISTRICT NEWSPAPERS FOR PUBLIC NOTICE OF MEETINGS AND OFFICIAL NEWSPAPERS OF THE DISTRICT

Trustee Brianna Baker-Stines moved to approve the adoption of the following resolution:

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby approve that the following district newspapers/media be utilized for public notice of meetings under the Open Meetings Law and as official newspapers/media, with two (2) publications being used as a minimum, at the district’s discretion:

- i. Times of Smithtown*
- ii. The Smithtown News*
- iii. www.SmithtownMatters.com (online publication)*

The motion was seconded by Trustee Theresa Stabile and adopted 7-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis, Stabile; AGAINST—none

14. Trustee Brianna Baker-Stines noted that the next “regular” meeting of the Board of Trustees is scheduled to take place on Tuesday, January 16, 2024 at 6:30 p.m. at the Smithtown building.
15. There being no further business, Trustee Brianna Baker-Stines moved to adjourn the meeting at 6:12 p.m. The motion was seconded by Trustee Howard Knispel and adopted 7-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis, Stabile; AGAINST—none

Minutes approved this 16th day of January, 2024.

Annette Galarza, President
Smithtown Library Board of Trustees

Linda Taurassi
Secretary to the Board of Trustees

(This is a draft of the January 4, 2024 Annual Organizational meeting of the Board of Trustees to be voted on for approval at the January 16, 2024 Board of Trustees Meeting.)

THE SMITHTOWN LIBRARY
 Smithtown , New York
 TREASURER'S REPORT
 For the Month Ending December 31, 2023

	General Fund Investment Acct.	General Fund Dispurement Checking Account	Payroll Checking Account	M Fund Grant/Donate Checking	T-Bills	TOTAL	
BBF	12/1/2023	\$ 5,962,740.74	\$ 113,535.45	\$ 49,862.88	\$ 1,046,639.36	\$ 5,075,995.67	\$ 12,248,774.10
DECEMBER							
Interest	\$ 11,017.30	\$ -	\$ -	\$ -	\$ 20,888.42	\$ -	\$ 31,905.72
Real Property Taxes	\$ 212,637.60	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 212,637.60
Prop Tax Interest Distribution	\$ 19,149.78	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,149.78
PILOT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fines/Fees	\$ -	\$ 2,090.01	\$ -	\$ -	\$ -	\$ -	\$ 2,090.01
Refund/Reimbursements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Commissions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gifts/Donations	\$ -	\$ -	\$ -	\$ 100.00	\$ -	\$ -	\$ 100.00
E-Rate	\$ -	\$ 20,671.20	\$ -	\$ -	\$ -	\$ -	\$ 20,671.20
Passports	\$ -	\$ 3,178.90	\$ -	\$ -	\$ -	\$ -	\$ 3,178.90
Miscellaneous	\$ 228.09	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 228.09
Programs	\$ -	\$ 3,913.50	\$ -	\$ -	\$ -	\$ -	\$ 3,913.50
State Aid/Grants	\$ -	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00
Health Insurance	\$ -	\$ 1,585.05	\$ -	\$ -	\$ -	\$ -	\$ 1,585.05
Prior Month Void Checks	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Prior Month Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Reimbursef from Friends/Library	\$ -	\$ -	\$ -	\$ 10,017.50	\$ -	\$ -	\$ 10,017.50
Transfer From M Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer FROM T-Bills	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer FROM Investment Acct.	\$ 2,557,000.00	\$ 410,000.00	\$ 685,000.00	\$ -	\$ -	\$ -	\$ 3,652,000.00
TOTAL:	\$ 8,762,773.51	\$ 555,974.11	\$ 734,862.88	\$ 1,056,756.86	\$ 5,096,884.09	\$ -	\$ 16,207,251.45

Expenditures

	DECEMBER						
Monthly Disbursements	\$ 919,862.00	\$ 427,575.30	\$ 671,817.46	\$ 2,139.00	\$ -	\$ -	\$ 2,021,393.76
Transfer to Investment Account	\$ 2,556,112.18	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,556,112.18
Transfer to M Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer to T-Bills	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer to Dispurse. Acct.	\$ 410,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 410,000.00
Transfer to Payroll Acct.	\$ 685,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 685,000.00
TOTAL:	\$ 4,570,974.18	\$ 427,575.30	\$ 671,817.46	\$ 2,139.00	\$ -	\$ -	\$ 5,672,505.94

Balance 12/31/2023 **\$ 4,191,799.33** **\$ 128,398.81** **\$ 63,045.42** **\$ 1,054,617.86** **\$ 5,096,884.09** **\$ 10,534,745.51**

I CERTIFY THAT THIS REPORT IS A TRUE AND CORRECT STATEMENT OF THE FINANCIAL TRANSACTION FOR THE SMITHTOWN LIBRARY FOR MONTH ENDING DECEMBER 2023

Respectfully Submitted,

Kevin M. Miller
 Treasurer
 The Smithtown Library

Library Trust Funds

Handley Fund \$ 11,375.01
 Board of Trustees \$ 28,263.07
\$ 39,638.08

THE SMITHTOWN LIBRARY - L FUND
REVENUE AND EXPENSE STATEMENT
 January through December 2022

	Jan - Dec 22	Budget	\$ Over Budget	% of Budget
Income				
L.10010 · REAL PROPERTY TAXES	15,485,969.13	15,481,977.00	3,992.13	100.0%
L.10090 · INTEREST & PENALTIES ON TAXES	172.41			
L.10810 · OTHER TAX ITEMS -PILOT	258,938.36	200,000.00	58,938.36	129.5%
L.2082 · E-COMMERCE FINES	2,027.54	15,000.00	-12,972.46	13.5%
L.20821 · LIBRARY FINES	408.15	25,300.00	-24,891.85	1.6%
L.20822 · FAX/COPIES	0.00	1,500.00	-1,500.00	0.0%
L.20823 · PASSPORT ACCEPTANCE FEES	19,849.55	18,000.00	1,849.55	110.3%
L.20825 · LOST AND PAIDS	8,638.65	9,000.00	-361.35	96.0%
L.20826 · OUTSIDE LOST & PAIDS	1,592.27	950.00	642.27	167.6%
L.20827 · PATRON PRINT FEES	11,369.44	15,000.00	-3,630.56	75.8%
L.20828 · PATRON COMPUTER DISC FEES	401.30	500.00	-98.70	80.3%
L.20829 · OTHER LIBRARY FEES	421.32	3,000.00	-2,578.68	14.0%
L.24011 · INTEREST EARNED MM & DISB	36,313.99	50,000.00	-13,686.01	72.6%
L.24501 · COMMISSIONS - COPIERS	1,434.96	2,000.00	-565.04	71.7%
L.27030 · REFUND PRIOR YEAR EXPENSE	33,611.56	500.00	33,111.56	6,722.3%
L.27050 · GIFTS AND DONATIONS	2,057.72	2,000.00	57.72	102.9%
L.27700 · MISCELLANEOUS INCOME	541.02	250.00	291.02	216.4%
L.38400 · STATE AID/BULLET GRANT	33,602.00	33,300.00	302.00	100.9%
L0599.0 · BUDGET APPROP FUND BALANCE	1,029,599.00	159,796.00	869,803.00	644.3%
Total Income	16,926,948.37	16,018,073.00	908,875.37	105.7%
Gross Profit	16,926,948.37	16,018,073.00	908,875.37	105.7%
Expense				
66900 · Reconciliation Discrepancies	-0.01			
L.1410 · CERT LIBRARIANS SALARIES	3,841,709.30	3,846,163.00	-4,453.70	99.9%
L.1411 · LIBRARIAN PART TIME	435,817.64	462,367.00	-26,549.36	94.3%
L.1420 · CLERICAL STAFF SALARIES	1,688,866.19	1,691,805.00	-2,938.81	99.8%
L.1421 · CLERICAL PART TIME	605,168.16	639,232.00	-34,063.84	94.7%
L.1430 · PAGES SALARIES	287,078.77	287,369.00	-290.23	99.9%
L.1440 · CUSTODIAL SALARIES	179,792.89	179,830.00	-37.11	100.0%
L.1441 · CUSTODIAL PART TIME	192,744.57	198,880.00	-6,135.43	96.9%
L.1442 · MESSENGER/GROUNDSKEEPER PT	47,321.27	50,791.00	-3,469.73	93.2%
L.1449 · ACCRUED P/R COMPENSATION	70,739.72	75,000.00	-4,260.28	94.3%
L.1450 · SUNDAY SALARIES	108,466.39	115,000.00	-6,533.61	94.3%
L.2000 · COMPUTER EQUIPMENT	24,555.91	111,500.00	-86,944.09	22.0%
L.2030 · BUILDING EQUIPMENT	0.00	40,000.00	-40,000.00	0.0%
L.2100 · OTHER CAPITAL OUTLAY	35,807.35	32,500.00	3,307.35	110.2%
L.4000 · MISCELLANEOUS EXPENSE	118.80	125.00	-6.20	95.0%
L.4100 · BOOKS	262,614.37	294,300.00	-31,685.63	89.2%
L.4110 · LOST AND PAID	1,855.74	2,000.00	-144.26	92.8%
L.4120 · RECORDINGS	81,632.68	90,700.00	-9,067.32	90.0%
L.4130 · PERIODICALS	42,241.91	43,000.00	-758.09	98.2%
L.4131 · OTHER SERIALS	49,419.17	57,000.00	-7,580.83	86.7%
L.4150 · ONLINE MATL'S AND SVC	556,763.22	587,000.00	-30,236.78	94.8%
L.4151 · OTHER NON BOOK MATLS	11,838.66	14,200.00	-2,361.34	83.4%
L.4160 · BINDING	0.00	500.00	-500.00	0.0%
L.4290 · PROGRAMS	66,442.66	80,000.00	-13,557.34	83.1%
L.4290S · SUMMER READING PROGRAM	22,008.91	25,000.00	-2,991.09	88.0%
L.4291 · STAFF DEVELOPMENT	6,627.24	6,650.00	-22.76	99.7%
L.4300 · OFFICE AND LIBRARY SUPPLIES	60,686.93	60,000.00	686.93	101.1%
L.4301 · PAYROLL PROCESSING	18,701.15	21,000.00	-2,298.85	89.1%
L.4311 · TELECOMMUNICATIONS	104,363.64	131,400.00	-27,036.36	79.4%
L.4320 · Computer Supplies & Services	81,439.50			

THE SMITHTOWN LIBRARY - L FUND REVENUE AND EXPENSE STATEMENT

January through December 2022

	Jan - Dec 22	Budget	\$ Over Budget	% of Budget
L.4330 · POSTAGE AND FREIGHT	14,314.93	15,000.00	-685.07	95.4%
L.4340 · PRINTING	28,375.04	30,000.00	-1,624.96	94.6%
L.4350 · TRAVEL	9,127.10	9,250.00	-122.90	98.7%
L.4360 · SCLS MEMBER SUPPORT	160,973.00	161,000.00	-27.00	100.0%
L.4370 · PROFESSIONAL FEES	86,105.17	105,000.00	-18,894.83	82.0%
L.4375 · PROFESSIONAL FEES - SECURITY	394,422.02	420,000.00	-25,577.98	93.9%
L.4380 · MEMBERSHIP DUES	4,283.75	4,500.00	-216.25	95.2%
L.4390 · SHARED NETWORK MAINTENANCE	73,721.00	78,000.00	-4,279.00	94.5%
L.4500 · FUEL AND UTILITIES	258,356.41	267,300.00	-8,943.59	96.7%
L.4510 · CUSTODIAL SUPPLIES	16,363.77	19,000.00	-2,636.23	86.1%
L.4520 · BUILDING REPAIRS & MAINTENANCE	207,293.90	230,000.00	-22,706.10	90.1%
L.4540 · INSURANCE	103,631.86	104,725.00	-1,093.14	99.0%
L.4730 · MAINTENANCE OF VEHICLES	3,701.18	5,000.00	-1,298.82	74.0%
L.6000 · DEBT SERVICE	1,538,250.00	1,568,750.00	-30,500.00	98.1%
L.8100 · RETIREMENT SYSTEM CONTRIBUTION	963,071.50	975,000.00	-11,928.50	98.8%
L.8200 · SOCIAL SECURITY CONTRIBUTION	439,217.01	453,800.00	-14,582.99	96.8%
L.8210 · MEDICARE CONTRIBUTION	104,040.31	110,486.00	-6,445.69	94.2%
L.8300 · WORKMANS COMPENSATION	96,167.00	96,200.00	-33.00	100.0%
L.8400 · UNEMPLOYMENT COMPENSATION	0.00	5,000.00	-5,000.00	0.0%
L.8500 · HOSPITAL/MEDICAL INSURANCE	1,950,596.42	2,036,250.00	-85,653.58	95.8%
L.8600 · CSEA BENEFIT FUND	162,302.69	175,000.00	-12,697.31	92.7%
L.8700 · EMPLOYEE ASSISTANCE PROGRAM	4,887.50	5,500.00	-612.50	88.9%
L.9901 · INTERFUND EXPENSE TRANSFER	111,200.00			
Total Expense	15,615,224.29	16,018,073.00	-402,848.71	97.5%
Net Income	1,311,724.08	0.00	1,311,724.08	100.0%

11:12 AM
 01/10/24
 Accrual Basis

THE SMITHTOWN LIBRARY -M FUND
REVENUE AND EXPENSE STATEMENT
 January through December 2023

	<u>Jan - Dec 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
M.27052 · B. TRENK MEMORIAL	100.00			
M.27054 · GRANT	45,000.00			
M.27056 · MISC DONATIONS	14,650.00			
M.32890 · STATE AID OTHER	5,000.00			
M.50310 · INTERFUND TRANSFER	700,000.00			
Total Income	<u>764,750.00</u>			
Gross Profit	764,750.00			
Expense				
M.2100 · OTHER CAPITAL	50,149.00			
M.4000 · MISC EXPENSE	-19.12			
M.4300 · MISC DONATION	3,291.20			
M.4852 · B TRENK MEMORIAL	83.51			
M.9901 · INTERFUND TRANSFER EXPEN...	37,010.00			
Total Expense	<u>90,514.59</u>			
Net Ordinary Income	674,235.41			
Other Income/Expense				
Other Income				
M.2401 · Interest	120.31			
Total Other Income	<u>120.31</u>			
Net Other Income	120.31	0.00	120.31	100.0%
Net Income	<u><u>674,355.72</u></u>	<u><u>0.00</u></u>	<u><u>674,355.72</u></u>	<u><u>100.0%</u></u>

THE SMITHTOWN LIBRARY-L FUND
DECEMBER 31 2023 PREPAYS MINI WARRANT
December 20 - 21, 2023

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Check	13292	12/20/2023	VERIZON WIRELESS	482485858-00001	L0201.0 · CASH DISBURSEME...	
Bill	9952499256	12/20/2023		SCKN - BROADBAND & CELL 11/2...	L.4311 · TELECOMMUNICATIO...	-93.17
TOTAL						-93.17
Bill Pmt -Check	13280	12/21/2023	NATIONAL GRID-K	19964-96006	L0201.0 · CASH DISBURSEME...	
Bill	19964-96006 K...	12/21/2023		K - GAS 11/6-12/7/23	L.4500 · FUEL AND UTILITIES	-1,215.18
TOTAL						-1,215.18
Bill Pmt -Check	13281	12/21/2023	NATIONAL GRID-N	31106-33007	L0201.0 · CASH DISBURSEME...	
Bill	31106-33007 N...	12/21/2023		N - GAS 11/9-12/12/23	L.4500 · FUEL AND UTILITIES	-793.57
TOTAL						-793.57
Bill Pmt -Check	13282	12/21/2023	NATIONAL GRID-S	44773-87003	L0201.0 · CASH DISBURSEME...	
Bill	44773-87003 S...	12/21/2023		S - GAS 11/13-12/13/23	L.4500 · FUEL AND UTILITIES	-1,570.88
TOTAL						-1,570.88
Bill Pmt -Check	13283	12/21/2023	OPTIMUM - C	0784019860201-8	L0201.0 · CASH DISBURSEME...	
Bill	078401986020...	12/21/2023		C - 12/8-1/7/24	L.4311 · TELECOMMUNICATIO...	-150.27
TOTAL						-150.27
Bill Pmt -Check	13284	12/21/2023	OPTIMUM - N	0784019878201-8	L0201.0 · CASH DISBURSEME...	
Bill	078401987820...	12/21/2023		N - 12/8-1/7/24	L.4311 · TELECOMMUNICATIO...	-150.27
TOTAL						-150.27

THE SMITHTOWN LIBRARY-L FUND
DECEMBER 31 2023 PREPAYS MINI WARRANT
 December 20 - 21, 2023

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Check	13285	12/21/2023	SUFFOLK COUNTY WATER AU...		L0201.0 · CASH DISBURSEME...	
Bill	3000256388 K1...	12/21/2023		K - WATER 9/15-12/12/23	L.4500 · FUEL AND UTILITIES	-310.77
Bill	3000251944 C...	12/21/2023		C - WATER 9/14-12/11/23	L.4500 · FUEL AND UTILITIES	-306.59
TOTAL						-617.36

THE SMITHTOWN LIBRARY -L FUND
JANUARY 2024 (MINI WARRANT) 2023
December 31, 2023

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13293	12/31/2023	4IMPRINT.COM		L0201.0 · CASH DISBUR...	
Bill	12039825	12/31/2023		SWEATSHIRTS PO#17003	L4300N · Office & Library ...	-357.19
TOTAL						-357.19
Bill Pmt -Che...	13294	12/31/2023	AC ELECTRIC	#7666	L0201.0 · CASH DISBUR...	
Bill	12116802-...	12/31/2023		N - ALARM BATTERY RPO#15958	L.4520 · BUILDING REPA...	-21.61
TOTAL						-21.61
Bill Pmt -Che...	13295	12/31/2023	ACE HARDWARE		L0201.0 · CASH DISBUR...	
Bill	33707/J	12/31/2023		S - EXTENSION CORDS, LIGHTS	L.4520 · BUILDING REPA...	-50.28
TOTAL						-50.28
Bill Pmt -Che...	13296	12/31/2023	ADVANCED IMAGING SYSTEMS		L0201.0 · CASH DISBUR...	
Bill	INV064508	12/31/2023		N - COPIER ID#07293 11/29-12/28/23	L.4520 · BUILDING REPA...	-8.38
TOTAL						-8.38
Bill Pmt -Che...	13297	12/31/2023	AMAZON BUSINESS	A4VU9S4Y6UBIA	L0201.0 · CASH DISBUR...	
Bill	1ML4C17...	12/31/2023		SILHOUETTE, VINYL, HEAT PRESS, MISC. ITEMS PO#...	L4300N · Office & Library ...	-477.23
				TABLECOVER, ENVELOPES, DIVIDERS, MISC. PO#16...	L4300S · Office & Library ...	-185.10
				MISC. ITEMS PO#16992,17035,12,16945,59	L4300K · Office & Library ...	-111.16
				MENORAH, LIGHTS, CRICUT PART PO#16993,17007	L4300C · Office & Library ...	-28.75
				STEM KIT PO#17006	L.41511 · Library of Things	-43.50
				EMERGENCY LIGHT PACK PO#17009	L.4520 · BUILDING REPA...	-1,319.74
				BOOKS	L.4100 · BOOKS	-29.57
				ETHERNET PO#17018	L.43201 · Computer Supp...	-409.80
				GAMES, CRAFTING ITEMS PO#17022	L4290NY · NESCONSET ...	-301.56
				TOTES, SLIPPERS, CHALK PAINT PO#16983	L4290SY · SMITHTOWN ...	-72.38
				PUZZLES, PUPPETS, CRAYONS, PAINT PO#16983	L4290KJ · KINGS PARK ...	-115.59
				TOYS, VINYL PO#17031	L4290SJ · SMITHTOWN ...	-406.25
				BUBBLES, VINYL PO#17031	L4290NJ · NESCONSET ...	-71.78
				PROGRAM SUPPLIES PO#17062	L.42905 · Smithtown Und...	-10.77
TOTAL						-3,583.18

THE SMITHTOWN LIBRARY -L FUND
JANUARY 2024 (MINI WARRANT) 2023
December 31, 2023

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13298	12/31/2023	AMENDOLIA, WILLIAM		L0201.0 · CASH DISBUR...	
Bill	Q4 2023	12/31/2023		REFUND DUE TO REDUCTION IN HEALTH PREMIUM ...	L.8500 · HOSPITAL/MEDI...	-14.84
TOTAL						-14.84
Bill Pmt -Che...	13299	12/31/2023	American Express - Smithtown L...		L0201.0 · CASH DISBUR...	
Bill	STATEME...	12/31/2023		EFAX STAMPS.COM MONTHLY FEE, REPLENISHMENT PO#... HOLIDAY BOWS, LIGHTS PO#17004 INK, DEPOSIT SLIPS, MISC. ITEMS PO#17013,08,65,77 ASSORTED SEEDS PO#17005 BATTERY PO#17017 STEAM CLEANER SOLUTION PO#16994 LAMP BATTERIES, MISC. ITEMS PO#16984,17011,19,1... SUPPLIES FOR EQUIPMENT PO#17061 SNACKS PO#17048,50 SNACKS PO#17048	L.4311 · TELECOMMUNI... L.4330 · POSTAGE AND ... L4300S · Office & Library ... L4300N · Office & Library ... L.41513 · Seed Library L.4730 · MAINTENANCE ... L.4510 · CUSTODIAL SU... L.4520 · BUILDING REPA... L.41512 · LearnLab L4290KY · KINGS PARK ... L4290CY · COMMACK Y...	-138.94 -393.99 -37.48 -343.85 -984.67 -69.74 -19.99 -2,928.95 -98.74 -33.98 -39.97
TOTAL						-5,090.30
Bill Pmt -Che...	13300	12/31/2023	ATLAS, SANDRA		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-689.40
TOTAL						-689.40
Bill Pmt -Che...	13301	12/31/2023	AVENI, LINDA		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-494.70
TOTAL						-494.70
Bill Pmt -Che...	13302	12/31/2023	BAHR, JOYCE		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-494.70
TOTAL						-494.70

THE SMITHTOWN LIBRARY -L FUND
JANUARY 2024 (MINI WARRANT) 2023
December 31, 2023

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13303	12/31/2023	BAKER & TAYLOR	303805	L0201.0 · CASH DISBUR...	
Bill	VARIOUS ...	12/31/2023		BOOKS CONTINUATIONS	L.4100 · BOOKS L.4131 · OTHER SERIALS	-8,803.57 -507.41
TOTAL						-9,310.98
Bill Pmt -Che...	13304	12/31/2023	BALL, CATHERINE		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-494.70
TOTAL						-494.70
Bill Pmt -Che...	13305	12/31/2023	BARLIN, NEAL		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-194.70
TOTAL						-194.70
Bill Pmt -Che...	13306	12/31/2023	BERNER, DAVID		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-689.40
TOTAL						-689.40
Bill Pmt -Che...	13307	12/31/2023	BESTCO / HARTFORD - 6795 (BE...		L0201.0 · CASH DISBUR...	
Bill	06221 12/23	12/31/2023		RETIRED HEALTH CLASS DECEMBER 2023	L.8500 · HOSPITAL/MEDI...	-12,442.31
TOTAL						-12,442.31
Bill Pmt -Che...	13308	12/31/2023	BLACKBURN, ROBERT		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-194.70
TOTAL						-194.70

THE SMITHTOWN LIBRARY -L FUND
JANUARY 2024 (MINI WARRANT) 2023
December 31, 2023

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13309	12/31/2023	BLUE360 MEDIA		L0201.0 · CASH DISBUR...	
Bill	IN2310209...	12/31/2023		CONTINUATIONS	L.4131 · OTHER SERIALS	-274.04
TOTAL						-274.04
Bill Pmt -Che...	13310	12/31/2023	BRANCH PLUMBING INC.		L0201.0 · CASH DISBUR...	
Bill	4161	12/31/2023		C - CLEARED MAIN LINE 12/8/23 RPO#16406	L.4520 · BUILDING REPA...	-525.00
TOTAL						-525.00
Bill Pmt -Che...	13311	12/31/2023	BRAND, KAITLIN		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	12/31/2023		YASD ANNUAL LUNCHEON REGISTRATION 12/7/23	L.4291 · STAFF DEVELO...	-55.00
TOTAL						-55.00
Bill Pmt -Che...	13312	12/31/2023	BRODART CO/BOOKS, TS		L0201.0 · CASH DISBUR...	
Bill	B6707120	12/31/2023		CONTINUATIONS	L.4131 · OTHER SERIALS	-487.95
Bill	B6713712	12/31/2023		CONTINUATIONS	L.4131 · OTHER SERIALS	-101.34
Bill	B6713796	12/31/2023		CONTINUATIONS	L.4131 · OTHER SERIALS	-80.95
TOTAL						-670.24
Bill Pmt -Che...	13313	12/31/2023	CALLAHAN-HARRIS, DOROTHY		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-559.60
TOTAL						-559.60
Bill Pmt -Che...	13314	12/31/2023	CANGELOSI, JANICE		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-494.70
TOTAL						-494.70

THE SMITHTOWN LIBRARY -L FUND
JANUARY 2024 (MINI WARRANT) 2023
December 31, 2023

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13315	12/31/2023	CAPE, FRED		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-494.70
TOTAL						-494.70
Bill Pmt -Che...	13316	12/31/2023	CENGAGE LEARNING		L0201.0 · CASH DISBUR...	
Bill	83039221	12/31/2023		BOOKS	L.4100 · BOOKS	-30.39
Bill	83070177	12/31/2023		BOOKS	L.4100 · BOOKS	-81.57
Bill	83070450	12/31/2023		BOOKS	L.4100 · BOOKS	-27.99
Bill	83070487	12/31/2023		BOOKS	L.4100 · BOOKS	-30.39
Bill	83084460	12/31/2023		BOOKS	L.4100 · BOOKS	-27.19
TOTAL						-197.53
Bill Pmt -Che...	13317	12/31/2023	CENTER POINT PUBLISHING		L0201.0 · CASH DISBUR...	
Bill	2063153	12/31/2023		BOOKS	L.4100 · BOOKS	-25.97
Bill	2061550	12/31/2023		BOOKS	L.4100 · BOOKS	-78.56
TOTAL						-104.53
Bill Pmt -Che...	13318	12/31/2023	CHRIST, LINDSAY		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	12/31/2023		NYA - SUPPLIES FOR SNOW CONE PROGRAM 12/19/23	L4290NY · NESCONSET ...	-43.99
TOTAL						-43.99
Bill Pmt -Che...	13319	12/31/2023	COLEMAN, ELIZABETH		L0201.0 · CASH DISBUR...	
Bill	Q4 2023	12/31/2023		REFUND DUE TO REDUCTION IN HEALTH PREMIUM ...	L.8500 · HOSPITAL/MEDI...	-44.08
TOTAL						-44.08
Bill Pmt -Che...	13320	12/31/2023	DELAURO, JEAN		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-689.40
TOTAL						-689.40

THE SMITHTOWN LIBRARY -L FUND
JANUARY 2024 (MINI WARRANT) 2023
December 31, 2023

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13321	12/31/2023	DEMCO, INC.		L0201.0 · CASH DISBUR...	
Bill	7401596	12/31/2023		SEATING SQUARES PO#16929	L4300S · Office & Library ...	-262.45
Bill	7414795	12/31/2023		BOOK DISPLAY PO#17010	L4300N · Office & Library ...	-43.96
				WIRE EASEL PO#17010	L4300K · Office & Library ...	-114.75
TOTAL						-421.16
Bill Pmt -Che...	13322	12/31/2023	DICRISTINA,CORINNE		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-494.70
TOTAL						-494.70
Bill Pmt -Che...	13323	12/31/2023	DISCOUNT SCHOOL SUPPLIES		L0201.0 · CASH DISBUR...	
Bill	P4262006...	12/31/2023		SJ - TOYS, STUFFED ANIMALS, BUILDING BLOCKS P...	L4290SJ · SMITHTOWN ...	-721.91
TOTAL						-721.91
Bill Pmt -Che...	13324	12/31/2023	DISPIRITO, CLAIRE		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-494.70
TOTAL						-494.70
Bill Pmt -Che...	13325	12/31/2023	FANNY CAKES		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	12/31/2023		NYA - 15 GINGERBREAD HOUSE KITS 12/13/23	L4290NY · NESCONSET ...	-270.00
Bill	VOUCHER	12/31/2023		T&M - 20 GINGERBREAD HOUSE KITS 12/14/23	L.42903 · Virtual/Take & ...	-360.00
Bill	VOUCHER	12/31/2023		ALL - 15 GINGERBREAD HOUSE KITS 12/14/23	L.42901 · All Abilities	-270.00
Bill	VOUCHER	12/31/2023		CJ - 20 GINGERBREAD HOUSE KITS 12/16/23	L4290CJ · COMMACK JU...	-360.00
TOTAL						-1,260.00
Bill Pmt -Che...	13326	12/31/2023	FERREIRA, GINA		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	12/31/2023		MILEAGE INTER BUILDING 11/1-12/21/23	L.4350 · TRAVEL	-65.12
TOTAL						-65.12

THE SMITHTOWN LIBRARY -L FUND
JANUARY 2024 (MINI WARRANT) 2023
December 31, 2023

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13327	12/31/2023	FISHER, PATRICIA		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-494.70
TOTAL						-494.70
Bill Pmt -Che...	13328	12/31/2023	FITNESS FIGURES NY INC.		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	12/31/2023		CA - CHAIROBICS & STRENGTH 12/8-12/22/23	L4290CA · COMMACK A...	-225.00
TOTAL						-225.00
Bill Pmt -Che...	13329	12/31/2023	FITZPATRICK, VIVIENNE		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-494.70
TOTAL						-494.70
Bill Pmt -Che...	13330	12/31/2023	FUN EXPRESS LLC		L0201.0 · CASH DISBUR...	
Bill	72898795...	12/31/2023		KJ - CRAFT KITS, ORNAMENTS PO#17034	L4290KJ · KINGS PARK ...	-56.66
Bill	72898498...	12/31/2023		KJ - BASKETS PO#17033	L4290KJ · KINGS PARK ...	-22.98
Bill	72898498...	12/31/2023		KJ - CLASSROOM RUGS PO#17033	L4290KJ · KINGS PARK ...	-859.98
TOTAL						-939.62
Bill Pmt -Che...	13331	12/31/2023	GENOVESE, JOANNE		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-689.40
TOTAL						-689.40
Bill Pmt -Che...	13332	12/31/2023	GIANNICCHI, JOAN		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-689.40
TOTAL						-689.40

THE SMITHTOWN LIBRARY -L FUND
JANUARY 2024 (MINI WARRANT) 2023
December 31, 2023

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13333	12/31/2023	GLEASON, NATALIE		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-494.70
TOTAL						-494.70
Bill Pmt -Che...	13334	12/31/2023	GOLDMAN, LINDA		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-494.70
TOTAL						-494.70
Bill Pmt -Che...	13335	12/31/2023	GOLDMAN, SUSAN		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-494.70
TOTAL						-494.70
Bill Pmt -Che...	13336	12/31/2023	GOTTESMAN, SUSAN		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-689.40
TOTAL						-689.40
Bill Pmt -Che...	13337	12/31/2023	GRAINGER, W.W.		L0201.0 · CASH DISBUR...	
Bill	9825850515	12/31/2023		PAPER TOWELS, SOAP PO#16720	L.4510 · CUSTODIAL SU...	-90.65
Bill	9857371513	12/31/2023		HAND SOAP PO#16800	L.4510 · CUSTODIAL SU...	-33.84
TOTAL						-124.49
Bill Pmt -Che...	13338	12/31/2023	GRIFFIN, MARY		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-494.70
TOTAL						-494.70

THE SMITHTOWN LIBRARY -L FUND
JANUARY 2024 (MINI WARRANT) 2023
 December 31, 2023

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13339	12/31/2023	GROVE, JOANNE T.		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-689.40
TOTAL						-689.40
Bill Pmt -Che...	13340	12/31/2023	GRUBERT, LAURA. A		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	12/31/2023		SA - ZUMBA 12/16-12/30/23	L4290SA · SMITHTOWN ...	-225.00
TOTAL						-225.00
Bill Pmt -Che...	13341	12/31/2023	GUADAGNO, JOAN		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-689.40
TOTAL						-689.40
Bill Pmt -Che...	13342	12/31/2023	GUILLOT, ELAINE		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-689.40
TOTAL						-689.40
Bill Pmt -Che...	13343	12/31/2023	GUTMAN, FERN		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-689.40
TOTAL						-689.40
Bill Pmt -Che...	13344	12/31/2023	GXC INC.		L0201.0 · CASH DISBUR...	
Bill	231216	12/31/2023		PROTECTIVE SECURITY SERVICES 11/30-12/13/23	L.4375 · PROFESSIONA...	-16,974.86
Bill	231265	12/31/2023		PROTECTIVE SECURITY SERVICES 12/14-12/27/23	L.4375 · PROFESSIONA...	-14,362.76
TOTAL						-31,337.62

THE SMITHTOWN LIBRARY -L FUND
JANUARY 2024 (MINI WARRANT) 2023
December 31, 2023

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13345	12/31/2023	HAWKINS, RICHARD		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-194.70
TOTAL						-194.70
Bill Pmt -Che...	13346	12/31/2023	HOME DEPOT CREDIT SERVICES	6035-3220-0456-1233	L0201.0 · CASH DISBUR...	
Bill	STATEME...	12/31/2023		GLUE, LEATHER CLEANER, HEAT GUN, QUIKCRETE, ...	L.4520 · BUILDING REPA...	-207.96
TOTAL						-207.96
Bill Pmt -Che...	13347	12/31/2023	HUSSEY, EDWARD		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-689.40
TOTAL						-689.40
Bill Pmt -Che...	13348	12/31/2023	INGRAM LIBRARY SERVICES		L0201.0 · CASH DISBUR...	
Bill	63011313	12/31/2023		BOOKS	L.4100 · BOOKS	-89.85
Bill	63012206	12/31/2023		BOOKS	L.4100 · BOOKS	-125.79
Bill	63012662	12/31/2023		BOOKS	L.4100 · BOOKS	-100.62
Bill	63015062	12/31/2023		BOOKS	L.4100 · BOOKS	-88.05
TOTAL						-404.31
Bill Pmt -Che...	13349	12/31/2023	JENNINGS, SHARON		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-494.70
TOTAL						-494.70
Bill Pmt -Che...	13350	12/31/2023	KAPLAN, LESLIE		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-494.70
TOTAL						-494.70

THE SMITHTOWN LIBRARY -L FUND
JANUARY 2024 (MINI WARRANT) 2023
December 31, 2023

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13351	12/31/2023	KRAUS, ROSEMARIE		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-431.99
TOTAL						-431.99
Bill Pmt -Che...	13352	12/31/2023	LAKESHORE LEARNING MATERI...		L0201.0 · CASH DISBUR...	
Bill	84888712...	12/31/2023		KJ - MAGNETIC LETTERS PO#17032	L4290KJ · KINGS PARK ...	-66.56
Bill	83872312...	12/31/2023		NJ - ACTIVITY SCARVES PO#17028	L4290NJ · NESCONSET ...	-40.61
Bill	83708212...	12/31/2023		BINS, APRONS, BASKETS PO#17026	L4300S · Office & Library ...	-411.49
				SJ - BABY DOLL ACCESSORIES, BUILDINGS PO#17026	L4290SJ · SMITHTOWN ...	-109.12
TOTAL						-627.78
Bill Pmt -Che...	13353	12/31/2023	LALLY, DINA		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	12/31/2023		MILEAGE INTER BUILDING & NEWSLETTER 11/23-12/23	L.4350 · TRAVEL	-26.73
TOTAL						-26.73
Bill Pmt -Che...	13354	12/31/2023	LAM, JACQUELYN		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	12/31/2023		MILEAGE MOCK CALDECOTT DISCUSSION 12/5/23	L.4350 · TRAVEL	-10.30
TOTAL						-10.30
Bill Pmt -Che...	13355	12/31/2023	LEAF	contract #100-2087037-002	L0201.0 · CASH DISBUR...	
Bill	15846047 ...	12/31/2023		SCKN - COPIER LEASE DECEMBER 2023 RPO#16095	L.4520 · BUILDING REPA...	-1,087.84
TOTAL						-1,087.84
Bill Pmt -Che...	13356	12/31/2023	LEBRON, ADRIENNE		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	12/31/2023		SYA - TEEN SKETCH & STRETCH 12/27/23	L4290SY · SMITHTOWN ...	-275.00
TOTAL						-275.00

THE SMITHTOWN LIBRARY -L FUND
JANUARY 2024 (MINI WARRANT) 2023
December 31, 2023

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13357	12/31/2023	LENTINO, AMANDA		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	12/31/2023		MILEAGE NURSING HOME VISITS 12/6-12/13/23	L.4350 · TRAVEL	-21.12
TOTAL						-21.12
Bill Pmt -Che...	13358	12/31/2023	LUSAK, ROBERT - PETTY CASH		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	12/31/2023		MILK ALL - GIFTCARDS LAUNDRY 12/27/23	L4290NA · NESCONSET ... L.42901 · All Abilities L.4510 · CUSTODIAL SU...	-1.45 -35.00 -6.75
TOTAL						-43.20
Bill Pmt -Che...	13359	12/31/2023	MANAGED TECHNOLOGY, INC		L0201.0 · CASH DISBUR...	
Bill	38630	12/31/2023		SCKN - MONTHLY SUPPORT DECEMBER 2023	L.43202 · Software Servic...	-825.00
TOTAL						-825.00
Bill Pmt -Che...	13360	12/31/2023	MARCINIAK, LINDA		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-689.40
TOTAL						-689.40
Bill Pmt -Che...	13361	12/31/2023	MATTHEW BENDER*LEXIS NEXIS		L0201.0 · CASH DISBUR...	
Bill	39617459	12/31/2023		CONTINUATIONS	L.4131 · OTHER SERIALS	-1,232.00
TOTAL						-1,232.00
Bill Pmt -Che...	13362	12/31/2023	MATTHEWS, MARLA		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	12/31/2023		NA - NEW BEGINNINGS FOR 50 PLUS 12/14/23	L4290NA · NESCONSET ...	-225.00
TOTAL						-225.00

THE SMITHTOWN LIBRARY -L FUND
JANUARY 2024 (MINI WARRANT) 2023
December 31, 2023

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13363	12/31/2023	MCCARTHY, MARGARET		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-738.90
TOTAL						-738.90
Bill Pmt -Che...	13364	12/31/2023	MCLAUGHLIN, STASIA		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-494.70
TOTAL						-494.70
Bill Pmt -Che...	13365	12/31/2023	MCMANUS, MARY SUZANNE		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-494.70
TOTAL						-494.70
Bill Pmt -Che...	13366	12/31/2023	MD DESIGN STUDIO		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	12/31/2023		CYA - FAUX STAIN GLASS ART 12/27/23	L4290CY · COMMACK Y...	-400.00
TOTAL						-400.00
Bill Pmt -Che...	13367	12/31/2023	MIDWEST TAPE		L0201.0 · CASH DISBUR...	
Bill	VARIOUS ...	12/31/2023		RECORDINGS	L.4120 · RECORDINGS	-9,503.95
Bill	50485998...	12/31/2023		HOOPLA 12/1-12/31/23	L.4150 · ONLINE MATL'S...	-1,386.94
TOTAL						-10,890.89
Bill Pmt -Che...	13368	12/31/2023	MIZRAHI, JOAN		L0201.0 · CASH DISBUR...	
Bill	Q4 2023	12/31/2023		REFUND DUE TO REDUCTION IN HEALTH PREMIUM ...	L.8500 · HOSPITAL/MEDI...	-14.84
TOTAL						-14.84

THE SMITHTOWN LIBRARY -L FUND
JANUARY 2024 (MINI WARRANT) 2023
December 31, 2023

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13369	12/31/2023	MOSER, LYDIA		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-689.40
TOTAL						-689.40
Bill Pmt -Che...	13370	12/31/2023	MURPHY, JOANNE		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-194.70
TOTAL						-194.70
Bill Pmt -Che...	13371	12/31/2023	MUSOROFITI, HELEN		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-494.70
TOTAL						-494.70
Bill Pmt -Che...	13372	12/31/2023	MUSTAPICH, HELEN		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-494.70
TOTAL						-494.70
Bill Pmt -Che...	13373	12/31/2023	NATIONAL GRID-C	56647-97009	L0201.0 · CASH DISBUR...	
Bill	56647-970...	12/31/2023		C - GAS 12/4-1/3/24	L.4500 · FUEL AND UTILI...	-790.82
TOTAL						-790.82
Bill Pmt -Che...	13374	12/31/2023	NAVINS, COLLEEN		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	12/31/2023		F - 4 PIZZAS FOR SNOWY SOCIAL 12/29/23	L.4290F · Friday Night Pr...	-60.00
TOTAL						-60.00
Bill Pmt -Che...	13375	12/31/2023	NICHOLLS, MARY LOIS		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-494.70
TOTAL						-494.70

THE SMITHTOWN LIBRARY -L FUND
JANUARY 2024 (MINI WARRANT) 2023
December 31, 2023

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13376	12/31/2023	NIELSEN, CHERYL		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-494.70
TOTAL						-494.70
Bill Pmt -Che...	13377	12/31/2023	NORDIN, PARIS		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-494.70
TOTAL						-494.70
Bill Pmt -Che...	13378	12/31/2023	O'RIORDAN, KATHLEEN		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-494.70
TOTAL						-494.70
Bill Pmt -Che...	13379	12/31/2023	OCEAN JANITORIAL SUPPLIES		L0201.0 · CASH DISBUR...	
Bill	601363-1	12/31/2023		DISINFECTANT, PEROXIDE, FILTER, ROLLER BRUSH ...	L.4510 · CUSTODIAL SU...	-63.96
TOTAL						-63.96
Bill Pmt -Che...	13380	12/31/2023	PERNICIARO, DIANA		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-689.40
TOTAL						-689.40
Bill Pmt -Che...	13381	12/31/2023	PODD, MARITZA		L0201.0 · CASH DISBUR...	
Bill	Q4 2023	12/31/2023		REFUND DUE TO REDUCTION IN HEALTH PREMIUM ...	L.8500 · HOSPITAL/MEDI...	-14.84
TOTAL						-14.84
Bill Pmt -Che...	13382	12/31/2023	POPPE, LAURA		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-689.40
TOTAL						-689.40

THE SMITHTOWN LIBRARY -L FUND
JANUARY 2024 (MINI WARRANT) 2023
December 31, 2023

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13383	12/31/2023	PSEGLI - SCKN	Cust. ID #0715-0037-94-8	L0201.0 · CASH DISBUR...	
Bill	65003711...	12/31/2023		S - 8786417500 11/30-12/29/23	L.4500 · FUEL AND UTILI...	-3,957.42
				C - 6505010201 11/27-12/26/23	L.4500 · FUEL AND UTILI...	-1,846.95
				K - 6500371101 11/30-12/29/23	L.4500 · FUEL AND UTILI...	-2,530.91
				N - 8955665401 11/20-12/19/23	L.4500 · FUEL AND UTILI...	-3,624.75
TOTAL						-11,960.03
Bill Pmt -Che...	13384	12/31/2023	REGAL EXTERMINATORS		L0201.0 · CASH DISBUR...	
Bill	370382	12/31/2023		C - MONTHLY PEST CONTROL DECEMBER 2023 RPO...	L.4520 · BUILDING REPA...	-70.00
Bill	370383	12/31/2023		K - MONTHLY PEST CONTROL DECEMBER 2023 RPO...	L.4520 · BUILDING REPA...	-70.00
TOTAL						-140.00
Bill Pmt -Che...	13385	12/31/2023	RENGSTL, GAIL		L0201.0 · CASH DISBUR...	
Bill	Q4 2023	12/31/2023		REFUND DUE TO REDUCTION IN HEALTH PREMIUM ...	L.8500 · HOSPITAL/MEDI...	-14.44
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-424.84
TOTAL						-439.28
Bill Pmt -Che...	13386	12/31/2023	S&S WORLDWIDE, INC.		L0201.0 · CASH DISBUR...	
Bill	IN1013162...	12/31/2023		ALL - MARKERS, PAINT, CRAFT KITS, FRAMES PO#17...	L.42901 · All Abilities	-164.34
TOTAL						-164.34
Bill Pmt -Che...	13387	12/31/2023	SALOMON, ANDREW		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	12/31/2023		MILEAGE TO CATS MEETING 12/6/23	L.4350 · TRAVEL	-26.49
TOTAL						-26.49
Bill Pmt -Che...	13388	12/31/2023	SCHMIDT, ARLENE		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-689.40
TOTAL						-689.40

THE SMITHTOWN LIBRARY -L FUND
JANUARY 2024 (MINI WARRANT) 2023
December 31, 2023

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13389	12/31/2023	SCHOEN, PHYLLIS		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-494.70
TOTAL						-494.70
Bill Pmt -Che...	13390	12/31/2023	SCLS		L0201.0 · CASH DISBUR...	
Bill	91154	12/31/2023		S - OVERDUES MAILED DECEMBER 2023	L.4330 · POSTAGE AND ...	-54.18
				C - OVERDUES MAILED DECEMBER 2023	L.4330 · POSTAGE AND ...	-26.46
				K - OVERDUES MAILED DECEMBER 2023	L.4330 · POSTAGE AND ...	-28.98
				N - OVERDUES MAILED DECEMBER 2023	L.4330 · POSTAGE AND ...	-27.72
Bill	16987	12/31/2023		SCKN - AQUARIUM TICKETS PO#16987	L.42904 · Ticket Transacti...	-8,100.00
Bill	91074	12/31/2023		SCOPE DIRECTORY	L.4131 · OTHER SERIALS	-265.00
TOTAL						-8,502.34
Bill Pmt -Che...	13391	12/31/2023	SCOTT, ROBERT G.		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	12/31/2023		F - TASTY HOLIDAY GATHERING 12/15/23	L.4290F · Friday Night Pr...	-450.00
TOTAL						-450.00
Bill Pmt -Che...	13392	12/31/2023	SEAMAN, KEVIN A.		L0201.0 · CASH DISBUR...	
Bill	DEC 2023	12/31/2023		LEGAL COUNSEL - REAL ESTATE TRANSACTIONS	L.4370 · PROFESSIONA...	-494.00
Bill	DEC 2023	12/31/2023		LEGAL COUNSEL - REAL ESTATE TRANSACTIONS, F...	L.4370 · PROFESSIONA...	-1,612.00
TOTAL						-2,106.00
Bill Pmt -Che...	13393	12/31/2023	SHURPIK, MARY		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-494.70
TOTAL						-494.70
Bill Pmt -Che...	13394	12/31/2023	SIERRA, EDWARD		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	12/31/2023		KA - MARIE CURIE'S LIFE & WORK 12/27/23	L4290KA · KINGS PARK ...	-180.00
TOTAL						-180.00

THE SMITHTOWN LIBRARY -L FUND
JANUARY 2024 (MINI WARRANT) 2023
December 31, 2023

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13395	12/31/2023	SMITH, VIRGINIA		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-494.70
TOTAL						-494.70
Bill Pmt -Che...	13396	12/31/2023	SOUTH SHORE ELECTRIC, INC.		L0201.0 · CASH DISBUR...	
Bill	7831	12/31/2023		S - EMERGENCY LIGHTING TEST RPO#15987	L.4520 · BUILDING REPA...	-2,660.00
Bill	7832	12/31/2023		K - EMERGENCY LIGHTING TEST RPO#15987	L.4520 · BUILDING REPA...	-1,005.00
Bill	7833	12/31/2023		S - BULBS & BALLASTS RPO#15987	L.4520 · BUILDING REPA...	-1,665.00
TOTAL						-5,330.00
Bill Pmt -Che...	13397	12/31/2023	ST. GEORGE LIVING HISTORY P...		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	12/31/2023		SA - MAKING OF CHRISTMAS STORY 12/21/23	L4290SA · SMITHTOWN ...	-250.00
TOTAL						-250.00
Bill Pmt -Che...	13398	12/31/2023	STAPLES BUSINESS ADVANTAGE		L0201.0 · CASH DISBUR...	
Bill	8072756418	12/31/2023		N - OFFICE SUPPLIES PO#17066	L4300N · Office & Library ...	-134.72
Bill	8072631124	12/31/2023		S - DOORSTOP, FOLDERS PO#17064	L4300S · Office & Library ...	-25.52
Bill	8072553419	12/31/2023		S - LETTER TRAYS, BROCHURE HOLDERS, MISC. ITE... ENVELOPES, LABELS PO#17025	L4300S · Office & Library ... L.41513 · Seed Library	-124.24 -199.32
Bill	8072702862	12/31/2023		C - PAPER, TAPE, COVERSTOCK PO#16999 K - KAMINATING POUCHES, MISC. SUPPLIES PO#170... N - OFFICE SUPPLIES PO#17001,16990 S - OFFICE SUPPLIES PO#17002 ICE MELT PO#17042	L4300C · Office & Library ... L4300K · Office & Library ... L4300N · Office & Library ... L4300S · Office & Library ... L.4520 · BUILDING REPA...	-93.72 -139.38 -286.80 -294.27 -74.70
TOTAL						-1,372.67
Bill Pmt -Che...	13399	12/31/2023	SZIGETHY, PAMELA		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-194.70
TOTAL						-194.70

THE SMITHTOWN LIBRARY -L FUND
JANUARY 2024 (MINI WARRANT) 2023
December 31, 2023

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13400	12/31/2023	TAURASSI, LINDA		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-494.70
TOTAL						-494.70
Bill Pmt -Che...	13401	12/31/2023	TERESA'S SILHOUETTE SPOT L...		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	12/31/2023		NJ - CERAMIC GINGERBREAD HOUSES 12/22/23	L4290NJ · NESCONSET ...	-400.00
Bill	VOUCHER	12/31/2023		SYA - WINTERTIME WOODEN SIGN 12/28/23	L4290SY · SMITHTOWN ...	-216.00
TOTAL						-616.00
Bill Pmt -Che...	13402	12/31/2023	THERMAL SOLUTIONS, INC.		L0201.0 · CASH DISBUR...	
Bill	104155	12/31/2023		S - BELTS RPO#16954	L.4520 · BUILDING REPA...	-202.11
Bill	104156	12/31/2023		K - BELTS RPO#16954	L.4520 · BUILDING REPA...	-61.38
Bill	104157	12/31/2023		C - BELTS RPO#16954	L.4520 · BUILDING REPA...	-20.46
TOTAL						-283.95
Bill Pmt -Che...	13403	12/31/2023	TOSHIBA BUSINESS SOLUTIONS		L0201.0 · CASH DISBUR...	
Bill	5880504	12/31/2023		MAINTENANCE CHARGE 12/7/23-1/6/24	L.4520 · BUILDING REPA...	-34.00
Bill	5880510	12/31/2023		TS - PRINTER OVERAGE 9/7-12/6/23	L.4520 · BUILDING REPA...	-166.67
TOTAL						-200.67
Bill Pmt -Che...	13404	12/31/2023	TOTTER, JAMES		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-194.70
TOTAL						-194.70
Bill Pmt -Che...	13405	12/31/2023	VAIL, AMY		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	12/31/2023		NYA - WINTER PAINTING WORKSHOP 12/21/23	L4290NY · NESCONSET ...	-300.00
TOTAL						-300.00

THE SMITHTOWN LIBRARY -L FUND
JANUARY 2024 (MINI WARRANT) 2023
December 31, 2023

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13406	12/31/2023	VIVAS, CHRIS		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	12/31/2023		CA - COLOR IN ART PART II 12/19/23	L4290CA · COMMACK A...	-100.00
TOTAL						-100.00
Bill Pmt -Che...	13407	12/31/2023	WELLS, GEORGE		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-494.70
TOTAL						-494.70
Bill Pmt -Che...	13408	12/31/2023	WISKOFF, ELINOR		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-494.70
TOTAL						-494.70
Bill Pmt -Che...	13409	12/31/2023	WOLLING, ANNE		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-689.40
TOTAL						-689.40
Bill Pmt -Che...	13410	12/31/2023	ZAPPIA, DEBBIE		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	12/31/2023		MEDICARE PART B 10/1-12/31/23	L.8505 · Medi-B Reimburs...	-194.70
TOTAL						-194.70
Bill Pmt -Che...	13411	12/31/2023	ZOLLO, JOHN		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	12/31/2023		NA - THE DEDICATIONS 12/16/23	L4290NA · NESCONSET ...	-1,000.00
TOTAL						-1,000.00

THE SMITHTOWN LIBRARY-L FUND
JANUARY 2024 PREPAYS
 January 8, 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Check	13290	01/08/2024	OPTIMUM - K	0784014995203-2	L0201.0 · CASH DISBURSEME...	
Bill	078401499520...	01/08/2024		S 1/1-1/31/24	L.4311 · TELECOMMUNICATIO...	-150.27
TOTAL						-150.27
Bill Pmt -Check	13291	01/08/2024	OPTIMUM - S	0784094293802-3	L0201.0 · CASH DISBURSEME...	
Bill	078409429380...	01/08/2024		S - 1/1-1/31/24	L.4311 · TELECOMMUNICATIO...	-200.27
TOTAL						-200.27

THE SMITHTOWN LIBRARY -L FUND
JANUARY 2024
 January 16, 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13412	01/16/2024	AMAZON BUSINESS	A4VU9S4Y6UBIA	L0201.0 · CASH DISBUR...	
Bill	1ML4C17...	01/16/2024		ALL - MINI DOLLS PO#17020 LL - TUMBLERS, VINYL, MISC. ITEMS PO#17036,37 NA - SUGAR, CREAMER, MINI DOLLS, VINYL PO#1704... F - COFFEE, VINYL, MINI DOLLS PO#17044,46 SA - VINYL, MINI DOLLS PO#17045 CA - PROGRAM SUPPLIES PO#17052,53 T&M - PROGRAM SUPPLIES PO#17052,53 SYA - PROGRAM SUPPLIES PO#17054	L.42901 · All Abilities L.42906 · LearnLab Progr... L4290NA · NESCONSET ... L.4290F · Friday Night Pr... L4290SA · SMITHTOWN ... L4290CA · COMMACK A... L.42903 · Virtual/Take & ... L4290SY · SMITHTOWN ...	-63.98 -119.94 -156.04 -98.53 -68.58 -107.01 -424.70 -25.98
TOTAL						-1,064.76
Bill Pmt -Che...	13413	01/16/2024	American Express - Smithtown L...		L0201.0 · CASH DISBUR...	
Bill	STATEME...	01/16/2024		PROGRAM SUPPLIES PO#17049,48,40,41 WOODEN CIRCLE BOARDS PO#17040,41 PLYWOOD PO#17041 MARKERS, GIFT CARDS PO#17013,15 WOOD CIRCLES, WOOD STAIN PO#17038,40 PROGRAM SUPPLIES PO#17039,40,43,48,49,50 WOODEN CUTOUT, MASON JARS PO#17038 ALA (LUSAK, THOMSON, CAULFIELD), LILRC MEMBER... YODECK RENEWAL PO#17060	L.4290F · Friday Night Pr... L4290SA · SMITHTOWN ... L.42906 · LearnLab Progr... L.42901 · All Abilities L4290CA · COMMACK A... L4290NA · NESCONSET ... L4290SY · SMITHTOWN ... L.4380 · MEMBERSHIP D... L.43202 · Software Servic...	-275.67 -105.71 -14.00 -170.85 -71.18 -445.64 -40.30 -1,576.00 -1,091.16
TOTAL						-3,790.51
Bill Pmt -Che...	13414	01/16/2024	AT & T MOBILITY		L0201.0 · CASH DISBUR...	
Bill	28730454...	01/16/2024		SCKN - FIRE COMMUNICATIONS & IPADS 1/2/24-2/1/24	L.4311 · TELECOMMUNI...	-299.60
TOTAL						-299.60
Bill Pmt -Che...	13415	01/16/2024	BAKER & TAYLOR	303805	L0201.0 · CASH DISBUR...	
Bill	VARIOUS ...	01/16/2024		BOOKS FRIENDS BOOK CLUB KITS	L.4100 · BOOKS L.4290 · PROGRAMS	-16.16 -800.07
TOTAL						-816.23

THE SMITHTOWN LIBRARY -L FUND
JANUARY 2024
 January 16, 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13416	01/16/2024	BESTCO / HARTFORD - 6795 (BE...		L0201.0 · CASH DISBUR...	
Bill	06221 2/24	01/16/2024		RETIRED HEALTH CLASS FEBRUARY 2024	L.8500 · HOSPITAL/MEDI...	-13,141.67
TOTAL						-13,141.67
Bill Pmt -Che...	13417	01/16/2024	CAULFIELD, EILEEN		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	01/16/2024		SCLA MEMBERSHIP 2024 REIMBURSEMENT	L.4380 · MEMBERSHIP D...	-55.00
TOTAL						-55.00
Bill Pmt -Che...	13418	01/16/2024	COLD SPRING HARBOR LIBRARY		L0201.0 · CASH DISBUR...	
Bill	523598	01/16/2024		L&P TO COLD SPRING LIBRARY PATRON T.MCCORM...	L.4110 · LOST AND PAID	-19.00
TOTAL						-19.00
Bill Pmt -Che...	13419	01/16/2024	CSEA EMPLOYEE BENEFIT FUND		L0201.0 · CASH DISBUR...	
Bill	155 PR# 1...	01/16/2024		EE - EMPLOYEE BENEFIT FUND JANUARY 2024 ER - EMPLOYEE BENEFIT FUND JANUARY 2024	L.8601 · CSEA BENEFIT ... L.8602 · CSEA BENEFIT ...	-756.00 -12,968.75
TOTAL						-13,724.75
Bill Pmt -Che...	13420	01/16/2024	EARLE, APRIL		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	01/16/2024		CA - ONE ON ONE GENEALOGY RESEARCH 1/6/24	L4290CA · COMMACK A...	-225.00
TOTAL						-225.00
Bill Pmt -Che...	13421	01/16/2024	FUN EXPRESS LLC		L0201.0 · CASH DISBUR...	
Bill	72911550...	01/16/2024		KJ - STICKERS, CHEST, CRAFT KITS PO#17079	L4290KJ · KINGS PARK ...	-35.21
TOTAL						-35.21

THE SMITHTOWN LIBRARY -L FUND
JANUARY 2024
 January 16, 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13422	01/16/2024	GRAINGER, W.W.		L0201.0 · CASH DISBUR...	
Bill	9946667590	01/16/2024		HAND SOAP PO#17071	L.4510 · CUSTODIAL SU...	-33.84
TOTAL						-33.84
Bill Pmt -Che...	13423	01/16/2024	HAUPPAUGE PUBLIC LIBRARY		L0201.0 · CASH DISBUR...	
Bill	361111	01/16/2024		L&P TO HAUPPAUGE LIB PATRON L.PIERRE	L.4110 · LOST AND PAID	-8.99
TOTAL						-8.99
Bill Pmt -Che...	13424	01/16/2024	ISLAND ELEVATOR INDUSTRIES...		L0201.0 · CASH DISBUR...	
Bill	12018623...	01/16/2024		SCKN - MONTHLY SERVICE JANUARY 2024	L.4520 · BUILDING REPA...	-893.00
TOTAL						-893.00
Bill Pmt -Che...	13425	01/16/2024	LIBRARICA LLC		L0201.0 · CASH DISBUR...	
Bill	203440-10...	01/16/2024		CASSIE SOFTWARE RENEWAL 1/21/24-1/20/25	L.43202 · Software Servic...	-1,560.75
TOTAL						-1,560.75
Bill Pmt -Che...	13426	01/16/2024	MANAGED TECHNOLOGY, INC		L0201.0 · CASH DISBUR...	
Bill	39008	01/16/2024		SCKN - MONTHLY SUPPORT JAN 2024	L.43202 · Software Servic...	-825.00
TOTAL						-825.00
Bill Pmt -Che...	13427	01/16/2024	MIDWEST TAPE		L0201.0 · CASH DISBUR...	
Bill	504760178	01/16/2024		FRIENDS BOOK CLUB KITS	L.4290 · PROGRAMS	-189.96
TOTAL						-189.96
Bill Pmt -Che...	13428	01/16/2024	NASSAU COUNTY HISTORICAL ...		L0201.0 · CASH DISBUR...	
Bill	INVOICE 1...	01/16/2024		NASSAU COUNTY HISTORICAL JOURNAL	L.4131 · OTHER SERIALS	-10.00
TOTAL						-10.00

THE SMITHTOWN LIBRARY -L FUND
JANUARY 2024
 January 16, 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13429	01/16/2024	NORTHPORT PUBLIC LIBRARY		L0201.0 · CASH DISBUR...	
Bill	703619	01/16/2024		L&P TO E.NORTHPORT LIB PATRON J.STANLEY	L.4110 · LOST AND PAID	-21.99
TOTAL						-21.99
Bill Pmt -Che...	13430	01/16/2024	NYS EMPLOYEES HEALTH INS. (... 03419		L0201.0 · CASH DISBUR...	
Bill	602 2/24 0...	01/16/2024		NYS EMPLOYEE HEALTH INS - FEB 2024	L.8500 · HOSPITAL/MEDI...	-207,997.57
TOTAL						-207,997.57
Bill Pmt -Che...	13431	01/16/2024	OCEAN JANITORIAL SUPPLIES		L0201.0 · CASH DISBUR...	
Bill	601917	01/16/2024		FILTER, PEROXIDE, VACUUM BAGS, DISINFECTANT, ...	L.4510 · CUSTODIAL SU...	-177.99
TOTAL						-177.99
Bill Pmt -Che...	13432	01/16/2024	RINGCENTRAL INC		L0201.0 · CASH DISBUR...	
Bill	CD_00072...	01/16/2024		SCKN - CLOUD SERVICE 12/29-1/28/24	L.4311 · TELECOMMUNI...	-2,371.69
TOTAL						-2,371.69
Bill Pmt -Che...	13433	01/16/2024	RONCO PAPER PRODUCTS COR...		L0201.0 · CASH DISBUR...	
Bill	273759	01/16/2024		PAPER TOWELS, TOILET PAPER, TISSUES PO#17073	L.4510 · CUSTODIAL SU...	-324.14
Bill	273758	01/16/2024		TOILET PAPER, TISSUES, BAGS PO#17074	L.4510 · CUSTODIAL SU...	-250.08
Bill	273837	01/16/2024		BAGS, TOILET PAPER, TISSUES, SWIFTER REFILLS ...	L.4510 · CUSTODIAL SU...	-344.38
TOTAL						-918.60
Bill Pmt -Che...	13434	01/16/2024	SCLS		L0201.0 · CASH DISBUR...	
Bill	91042	01/16/2024		N - WORLD BOOK ENCYCLOPEDIA 2024	L.4100 · BOOKS	-1,079.00
TOTAL						-1,079.00

THE SMITHTOWN LIBRARY -L FUND
JANUARY 2024
 January 16, 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13435	01/16/2024	SHAMUS COACH		L0201.0 · CASH DISBUR...	
Bill	224014	01/16/2024		BUS FOR PHILADELPHIA FLOWER SHOW	L.4290T · TRIPS	-1,900.00
TOTAL						-1,900.00
Bill Pmt -Che...	13436	01/16/2024	STERLING NA (PREV STAR)		L0201.0 · CASH DISBUR...	
Bill	170993	01/16/2024		SCKN - NEWSLETTER JANUARY 2024	L.4340 · PRINTING	-1,572.00
TOTAL						-1,572.00
Bill Pmt -Che...	13437	01/16/2024	TOSHIBA BUSINESS SOLUTIONS		L0201.0 · CASH DISBUR...	
Bill	5889065	01/16/2024		MAINTENANCE CHARGE 12/27/23-1/26/24	L.4520 · BUILDING REPA...	-140.90
TOTAL						-140.90
Bill Pmt -Che...	13438	01/16/2024	TOWN OF SMITHTOWN GENERA...		L0201.0 · CASH DISBUR...	
Bill	1320-0124...	01/16/2024		S - SOLID WASTE DISPOSAL JANUARY 2024	L.4520 · BUILDING REPA...	-256.33
Bill	2443-0124...	01/16/2024		C - SOLID WASTE DISPOSAL JANUARY 2024	L.4520 · BUILDING REPA...	-128.16
Bill	0464-0124...	01/16/2024		K - SOLID WASTE DISPOSAL JANUARY 2024	L.4520 · BUILDING REPA...	-128.16
Bill	1978-0124...	01/16/2024		N - SOLID WASTE DISPOSAL JANUARY 2024	L.4520 · BUILDING REPA...	-128.16
TOTAL						-640.81
Bill Pmt -Che...	13439	01/16/2024	WINTERS BROS. HAULNG OF L...		L0201.0 · CASH DISBUR...	
Bill	3636490 S...	01/16/2024		S - GARBAGE PICKUP JANUARY 2024	L.4520 · BUILDING REPA...	-159.00
Bill	3583828 C...	01/16/2024		C - GARBAGE PICKUP JANUARY 2024	L.4520 · BUILDING REPA...	-85.00
Bill	3636888 K...	01/16/2024		K - GARBAGE PICKUP JANUARY 2024	L.4520 · BUILDING REPA...	-85.00
Bill	3641602 N...	01/16/2024		N - GARBAGE PICKUP JANUARY 2024	L.4520 · BUILDING REPA...	-111.75
TOTAL						-440.75

THE SMITHTOWN LIBRARY - M FUND
JANUARY 2024
 January 16, 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -...	1134	01/16/2024	BROOKLYN BOTANIC GAR...		M.0201 · CASH DISBURSEMEN...	
Bill	INVOICE 10...	01/16/2024		MUSEUM PASS PO#M-142	M.4300 · MISC DONATION	-150.00
TOTAL						-150.00
Bill Pmt -...	1135	01/16/2024	SCLS		M.0201 · CASH DISBURSEMEN...	
Bill	91135	01/16/2024		MUSEUM PASS RAYNHAM HALL 2024 PO...	M.4300 · MISC DONATION	-270.00
TOTAL						-270.00
Bill Pmt -...	1136	01/16/2024	THE JAZZ LOFT		M.0201 · CASH DISBURSEMEN...	
Bill	MEMBERSH...	01/16/2024		MUSEUM PASS PO#M-154	M.4300 · MISC DONATION	-200.00
TOTAL						-200.00

FT PR# 26 Date 12/22/23

Client ID: 21SSL - Smithtown Special Library District	PAYROLL SUMMARY	Period Begin Date: 12/2/2023
Pay Group: FT	Smithtown Special Library District	Period End Date: 12/15/2023
Check Date: 12/22/2023		Pay Period: 26
Run Date: 12/20/2023 Run Number: 144		Payroll Type: Regular Payroll

*** PAYROLL FUNDING ***

Debit Type	Bank Name	Transit Routing #	Bank Account #	Counts	Amount	ACH Debit
Checks	M & T BANK	*****0046	*****9349		\$0.00	\$0.00
Direct Deposits	M & T BANK	*****0046	*****9349	70	\$0.00	\$163,300.18
Totals:				70	\$0.00	\$163,300.18
Tax Liabilities	M & T BANK	*****0046	*****9349		\$0.00	\$84,198.59
Third Party Checks	M & T BANK	*****0046	*****9349		\$0.00	\$0.00
Third Party Electronic Payment	M & T BANK	*****0046	*****9349		\$0.00	\$0.00
Payroll Billing	M & T BANK	*****0046	*****9349		\$0.00	\$369.45
Totals:					\$0.00	\$84,568.04
Total ACH Debit:						\$247,868.22
Total Payroll Funding (all items):						\$247,868.22

Impound Date: 12/21/2023

*** PAYROLL TOTALS ***

Payroll Totals		Totals By Check Type		Counts By Check Type		Employee Counts	
Net Pay Checks	\$0.00	Total Live Checks	\$0.00	Total Live Checks	0	Active Employees Paid	66
Direct Deposits	\$163,300.18	Additional Checks	\$20,430.88	Additional Checks	0	Inactive Employees Paid	0
**** Total Net Payroll	\$163,300.18	Manual Checks	\$0.00	Manual Checks	0	Terminated Employees Paid	0
		Void Checks/Direct Deposits	\$0.00	Void Checks	0	Total Employees Paid	66
Total Taxes	\$84,198.59	Third Party Sick Checks	\$0.00	Third Party Sick Checks	0	Active Employee Count	66
**** Total Payroll	\$247,498.77	Adjustments	\$0.00	Adjustments	0	Inactive Employee Count	1
		Direct Deposits (70)	\$163,300.18	Vouchers (Direct Deposit)	67	Terminated Employee Count	13
Payroll Adjustments	\$0.00	Total Third Party Pays	\$0.00	Total Third Party Payments	0	Total Employee Count	80
**** Adjusted Total	\$247,498.77	Total Third Party-Void Checks	\$0.00	Total Third Party Voids	0	Employees Paid this Month	67
				Zero Net Checks	0	Active Employees this Month	67
						Employees with W2 Data	74
						Active Employees Not Paid	0

alc. ok
21 Dec 23

FT * 247,068.22 +
PT * 26,267.30 +
PT * 314,135.60 *

total

Client ID: 21SSL - Smithtown Soecial Librarv District
 Pay Group: FT
 Check Date: 12/22/2023
 Run Date: 12/20/2023 Run Number: 144

PAYROLL SUMMARY
 Smithtown Special Library District

Period Begin Date: 12/2/2023
 Period End Date: 12/15/2023
 Pay Period: 26
 Payroll Type: Regular Payroll

***** PAYROLL TAXES *****

	----- CURRENT -----		----- MTD -----		----- QTD -----		----- YTD -----	
	Wages	Taxes	Wages	Taxes	Wages	Taxes	Wages	Taxes
Federal Deposits								
FEDERAL WH	232,817.25	35,887.17	432,839.22	61,138.13	1,231,460.24	163,011.30	5,289,935.61	682,312.97
MED EE (1.450000%)	240,802.27	3,577.98	449,421.94	6,687.54	1,285,819.64	19,051.97	5,536,973.03	80,693.72
MED ER (1.450000%)	240,802.27	3,491.63	449,421.94	6,516.65	1,285,819.64	18,644.39	5,536,973.03	80,286.14
SOC SEC EE (6.200000%)	231,208.61	14,334.95	430,434.62	26,686.97	1,229,057.68	76,201.62	5,451,886.58	338,017.01
SOC SEC ER (6.200000%)	231,208.61	14,334.95	430,434.62	26,686.97	1,229,057.68	76,201.62	5,451,886.58	338,017.01
Total Federal Deposits		71,626.68		127,716.26		353,110.90		1,519,326.85
State/Local Employee Tax								
NEW YORK WH	235,454.37	12,571.91	438,253.73	22,613.23	1,247,889.00	62,733.79	5,363,919.18	265,923.35
Total State/Local Employee Tax		12,571.91		22,613.23		62,733.79		265,923.35
Total Taxes		84,198.59		150,329.49		415,844.69		1,785,250.20

Client ID: 21SSL - Smithtown Special Library District

Pay Group: FT

Check Date: 12/22/2023

Run Date: 12/20/2023 Run Number: 144

PAYROLL SUMMARY

Smithtown Special Library District

Period Begin Date: 12/2/2023

Period End Date: 12/15/2023

Pay Period: 26

Payroll Type: Regular Payroll

***** EMPLOYER TAX EXPENSE *****

Employer Tax	----- CURRENT -----		----- MTD -----		----- QTD -----		----- YTD -----	
	Wages	Taxes	Wages	Taxes	Wages	Taxes	Wages	Taxes
MED ER (1.450000%)	240,802.27	3,491.63	449,421.94	6,516.65	1,285,819.64	18,644.39	5,536,973.03	80,286.14
SOC SEC ER (6.200000%)	231,208.61	14,334.95	430,434.62	26,686.97	1,229,057.68	76,201.62	5,451,886.58	338,017.01
Total Employer Tax		17,826.58		33,203.62		94,846.01		418,303.15

Tax Agency Id's		
State	Tax Agency	Tax Id
Federal	Internal Revenue Service	11-6042380
New York	NY-NYC-Yonk - EE W/H	116042380

Client ID: 21SSL - Smithtown Special Library District

Pay Group: FT

Check Date: 12/22/2023

Run Date: 12/20/2023 Run Number: 144

PAYROLL SUMMARY

Smithtown Special Library District

Period Begin Date: 12/2/2023

Period End Date: 12/15/2023

Pay Period: 26

Payroll Type: Regular Payroll

*** EARNINGS & DEDUCTIONS ***

Earnings	----- CURRENT -----		----- MTD -----		----- QTD -----		----- YTD -----	
	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars
Overtime	0.00	0.00	0.00	0.00	28.00	2,277.97	28.75	2,326.55
Sunday	85.00	5,700.06	170.00	11,351.93	504.75	32,806.53	1,286.75	82,753.68
Holiday	0.00	-184.51	476.00	21,342.86	1,032.25	46,898.01	4,640.10	205,877.20
Regular	3,956.93	180,035.46	7,428.90	338,805.46	22,979.76	1,045,035.74	102,803.99	4,582,390.51
Sick	161.05	7,563.90	342.65	15,332.91	981.25	43,779.54	4,515.40	194,878.50
Vacation	208.14	9,646.75	451.35	20,918.24	1,645.73	71,754.10	9,263.56	410,663.38
Personal	140.25	6,565.11	263.56	11,606.56	526.75	22,662.02	1,452.04	63,039.06
Jury Duty	0.00	0.00	0.00	0.00	13.50	275.02	41.50	1,469.76
Bereavement Ear	0.00	0.00	0.00	0.00	35.00	1,095.27	170.00	5,806.09
Comp Time	74.95	3,665.94	207.19	9,622.65	592.10	28,172.54	2,709.18	123,203.82
Call Back	0.00	0.00	0.00	0.00	3.00	129.54	24.75	1,086.72
Snow Removal	0.00	0.00	0.00	0.00	0.00	0.00	3.50	148.52
Stipend	0.00	1,300.00	0.00	1,300.00	0.00	2,600.00	0.00	7,000.00
NYS CP	14.00	803.52	70.00	3,525.85	140.00	7,170.89	595.00	25,762.75
Travel	1.68	82.49	4.10	179.72	14.67	648.76	66.22	2,886.05
Union Hours	0.00	0.00	0.00	0.00	0.75	31.69	1.75	73.95
Meetings	14.25	621.84	25.75	1,096.32	202.27	11,009.98	647.03	33,296.33
Medical Screen	13.75	552.03	19.75	766.53	28.75	1,143.73	66.25	3,133.90
Overtime Reg	0.00	0.00	0.00	0.00	52.50	2,692.42	52.50	2,692.42
Retro Pay	0.00	0.00	0.00	0.00	21.00	78.21	70.00	369.27
Vacation NR	307.06	9,792.36	357.74	11,740.59	473.87	14,224.58	1,392.57	55,312.84
Snow Day	0.00	0.00	0.00	0.00	0.00	0.00	142.76	5,987.13
Covid Vaccine	0.00	0.00	0.00	0.00	5.00	204.85	5.00	204.85
Sick NR	840.00	26,788.19	840.00	26,788.19	843.05	26,897.58	1,168.07	42,452.45
Personal NR	0.00	0.00	0.00	0.00	0.70	25.11	0.70	25.11
Blood Donation	0.00	0.00	0.00	0.00	0.00	0.00	2.00	154.27
Total Earnings	5,817.06	252,933.14	10,656.99	474,377.81	30,124.65	1,361,614.08	131,149.37	5,852,995.11
Memo Calculations	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars
MemoSundayHours	81.50	0.00	170.50	0.00	474.00	0.00	1,266.18	0.00
Salary Hours	3,874.40	0.00	7,287.46	0.00	22,537.24	0.00	100,150.73	0.00
Total Memo Calculations	3,955.90	0.00	7,457.96	0.00	23,011.24	0.00	101,416.91	0.00

^Hrs/Units = Units (Units not included in Totals)

***** EARNINGS & DEDUCTIONS *****

	----- CURRENT -----	----- MTD -----	----- QTD -----	----- YTD -----
Deductions	Dollars	Dollars	Dollars	Dollars
Medical Pre-tax	12,110.62	24,915.37	75,672.94	315,536.08
Aflac	20.25	40.50	121.50	486.00
NYS Retirement	2,637.12	5,414.51	16,428.76	73,983.57
Retirement Loan	608.00	1,170.00	3,740.00	19,345.12
AXA Equitable	2,348.00	4,696.00	14,088.00	59,073.00
CSEA Benefit Fd	384.00	768.00	2,352.00	10,608.00
NYS Def Comp	2,779.90	6,032.21	22,522.64	108,260.85
CSEA Ins	59.90	119.80	359.40	1,412.30
Disability	223.25	446.50	1,377.50	5,833.00
CSEA Dues	1,829.47	3,691.21	11,391.97	52,349.97
Pearl Carroll	40.44	80.88	242.64	1,051.44
Met Life	220.00	440.00	1,320.00	5,720.00
Total Deductions	23,260.95	47,814.98	149,617.35	653,659.33

^Hrs/Units = Units (Units not included in Totals)

O.K. RL
21 Dec 23

Client ID: 21SSL - Smithtown Special Library District	LABOR ALLOCATION SUMMARY	Period Begin Date: 12/2/2023
Pay Group: FT	Smithtown Special Library District	Period End Date: 12/15/2023
Check Date: 12/22/2023		Pay Period: 26
Run Date: 12/20/2023	Run Number: 144	Payroll Type: Regular Payroll
Group By: Position Category		

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(1 - Clerical Full Time) Totals								
<u>Pays:</u>								
Overtime					12.25	801.58	12.25	801.58
Sunday	22.00	1,151.76	48.00	2,454.28	154.50	7,772.68	383.75	18,787.49
Holiday		-184.51	182.00	6,144.78	389.50	13,427.03	1,734.50	59,293.11
Regular	1,539.69	54,057.75	2,769.27	96,125.86	8,467.71	297,254.61	39,273.65	1,350,156.51
Sick	43.05	1,477.08	133.55	4,917.21	380.61	13,300.36	1,616.81	55,006.40
Vacation	54.98	1,799.70	151.51	5,442.11	671.62	23,637.67	3,059.71	109,496.31
Personal	33.83	1,148.01	82.69	2,730.57	217.01	7,171.98	539.52	18,454.20
Bereavement Ear					35.00	1,095.27	128.00	3,895.69
Comp Time	34.92	1,496.14	88.20	3,308.25	223.53	7,600.20	930.72	32,485.75
Call Back							2.00	119.45
Stipend		700.00		700.00		1,400.00		4,200.00
NYS CP			56.00	2,722.33	56.00	2,722.33	224.00	8,808.10
Travel	0.53	18.18	2.03	70.08	6.30	227.77	25.87	855.08
Union Hours					0.75	31.69	1.75	73.95
Meetings					3.25	110.19	14.50	678.70
Medical Screen	8.00	249.81	14.00	464.31	19.00	649.25	24.00	804.78
Overtime Reg					20.00	850.12	20.00	850.12
Vacation NR	307.06	9,792.36	307.06	9,792.36	423.19	12,276.35	474.24	13,723.76
Snow Day							53.25	1,780.35
Sick NR	840.00	26,788.19	840.00	26,788.19	843.05	26,897.58	843.05	26,897.58
Personal NR					0.70	25.11	0.70	25.11
Total Gross Pay:	2,884.06	98,494.47	4,674.31	161,660.33	11,923.97	417,251.77	49,362.27	1,707,194.02
<u>Employee Taxes:</u>								
SOC SEC EE		5,807.68		9,421.16		23,960.88		97,955.57
MED EE		1,358.23		2,203.34		5,603.75		22,908.98
FEDERAL WH		16,460.21		22,274.00		46,123.42		166,176.65
NEW YORK WH		5,263.83		7,912.35		18,392.99		71,321.13
Total Employee Taxes:		28,889.95		41,810.85		94,081.04		358,362.33
<u>Deductions:</u>								
Medical Pre-tax		4,801.90		9,665.57		30,664.90		126,779.98
Aflac		20.25		40.50		121.50		486.00
NYS Retirement		1,127.08		2,286.50		6,658.84		27,998.18
Retirement Loan		107.00		214.00		642.00		5,307.12
AXA Equitable		400.00		800.00		2,400.00		8,800.00
CSEA Benefit Fd		144.00		288.00		888.00		4,032.00
NYS Def Comp		1,098.61		2,197.22		10,072.85		52,056.88
CSEA Ins		59.90		119.80		359.40		1,412.30
Disability		76.00		152.00		475.00		1,971.25
CSEA Dues		573.61		1,179.49		3,724.53		17,383.45
Pearl Carroll		24.79		49.58		148.74		644.54
Met Life		120.00		240.00		720.00		3,120.00
Total Deductions:		8,553.14		17,232.66		56,875.76		249,991.70
Netpay:		61,051.38		102,616.82		266,294.97		1,098,839.99
<u>Employer Taxes:</u>								
SOC SEC ER		5,807.68		9,421.16		23,960.88		97,955.57
MED ER		1,358.23		2,203.34		5,603.75		22,908.98
Total Employer Taxes:		7,165.91		11,624.50		29,564.63		120,864.55

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(3 - Librarian Full Time) Totals								
<u>Pays:</u>								
Overtime					15.75	1,476.39	15.75	1,476.39
Sunday	54.00	3,975.44	104.00	7,751.93	309.75	22,455.98	786.00	56,519.01
Holiday			280.00	14,663.23	603.00	32,054.82	2,714.85	140,024.61
Regular	2,291.24	121,094.40	4,425.38	233,594.83	13,641.88	716,346.81	59,909.91	3,107,708.63
Sick	118.00	6,086.82	206.85	10,333.47	581.89	29,838.77	2,719.83	134,132.14
Vacation	139.16	7,381.90	278.84	14,778.40	931.11	46,720.88	5,808.60	286,353.72
Personal	106.42	5,417.10	173.87	8,643.41	301.91	15,229.89	874.09	43,369.66
Jury Duty							28.00	1,194.74
Bereavement Ear							42.00	1,910.40
Comp Time	40.03	2,169.80	117.99	6,271.22	364.82	20,427.83	1,721.58	88,640.89
Call Back							0.25	9.42
Stipend		600.00		600.00		1,200.00		2,800.00
NYS CP	14.00	803.52	14.00	803.52	84.00	4,448.56	371.00	16,954.65
Travel	1.15	64.31	1.57	88.05	7.62	388.60	38.85	1,968.67
Meetings	14.25	621.84	25.75	1,096.32	199.02	10,899.79	632.53	32,617.63
Medical Screen	5.75	302.22	5.75	302.22	9.75	494.48	42.25	2,329.12
Overtime Reg					29.25	1,701.96	29.25	1,701.96
Retro Pay					21.00	78.21	70.00	369.27
Vacation NR			50.68	1,948.23	50.68	1,948.23	918.33	41,589.08
Snow Day							87.51	4,144.12
Covid Vaccine					5.00	204.85	5.00	204.85
Sick NR							325.02	15,554.87
Blood Donation							2.00	154.27
Total Gross Pay:	2,784.00	148,517.35	5,684.68	300,874.83	17,156.43	905,916.05	77,142.60	3,981,728.10
<u>Employee Taxes:</u>								
SOC SEC EE		8,179.30		16,569.88		49,971.99		230,355.04
MED EE		2,138.37		4,321.45		12,917.63		55,514.70
FEDERAL WH		18,734.95		37,480.11		112,839.25		499,518.80
NEW YORK WH		7,039.53		14,163.78		42,659.71		187,571.28
Total Employee Taxes:		36,092.15		72,535.22		218,388.58		972,959.82
<u>Deductions:</u>								
Medical Pre-tax		6,999.80		14,631.96		43,154.52		181,237.98
NYS Retirement		1,510.04		3,128.01		9,664.69		45,458.70
Retirement Loan		501.00		956.00		3,098.00		14,038.00
AXA Equitable		1,948.00		3,896.00		11,688.00		50,273.00
CSEA Benefit Fd		228.00		456.00		1,392.00		6,264.00
NYS Def Comp		1,681.29		3,834.99		12,449.79		56,203.97
Disability		142.50		285.00		874.00		3,747.75
CSEA Dues		1,190.52		2,381.04		7,275.40		33,268.42
Pearl Carroll		15.65		31.30		93.90		406.90
Met Life		100.00		200.00		600.00		2,600.00
Total Deductions:		14,316.80		29,800.30		90,290.30		393,498.72
Netpay:		98,108.40		198,539.31		597,237.17		2,615,269.56
<u>Employer Taxes:</u>								
SOC SEC ER		8,179.30		16,569.88		49,971.99		230,355.04
MED ER		2,052.02		4,150.56		12,510.05		55,107.12
Total Employer Taxes:		10,231.32		20,720.44		62,482.04		285,462.16

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(5 - Custodial Full Time) Totals								
<u>Pays:</u>								
Overtime							0.75	48.58
Sunday	9.00	572.86	18.00	1,145.72	40.50	2,577.87	117.00	7,447.18
Holiday			14.00	534.85	35.75	1,334.67	154.75	5,841.98
Regular	126.00	4,883.31	234.25	9,084.77	738.17	28,446.08	2,872.68	109,175.77
Sick			2.25	82.23	18.75	640.41	154.51	5,251.33
Vacation	14.00	465.15	21.00	697.73	35.00	1,232.58	373.75	14,378.56
Personal			7.00	232.58	7.83	260.15	28.43	1,015.45
Comp Time			1.00	43.18	3.75	144.51	52.38	1,985.70
Call Back					3.00	129.54	22.50	957.85
Snow Removal							3.50	148.52
Travel			0.50	21.59	0.75	32.39	1.50	62.30
Overtime Reg					3.25	140.34	3.25	140.34
Snow Day							2.00	62.66
Total Gross Pay:	149.00	5,921.32	298.00	11,842.65	886.75	34,938.54	3,787.00	146,516.22
<u>Employee Taxes:</u>								
SOC SEC EE		347.97		695.93		2,051.27		8,617.88
MED EE		81.38		162.75		479.73		2,015.47
FEDERAL WH		692.01		1,384.02		4,022.40		16,591.29
NEW YORK WH		268.55		537.10		1,578.89		6,604.45
Total Employee Taxes:		1,389.91		2,779.80		8,132.29		33,829.09
<u>Deductions:</u>								
Medical Pre-tax		308.92		617.84		1,853.52		7,518.12
CSEA Benefit Fd		12.00		24.00		72.00		312.00
Disability		4.75		9.50		28.50		114.00
CSEA Dues		65.34		130.68		392.04		1,698.10
Total Deductions:		391.01		782.02		2,346.06		9,642.22
Netpay:		4,140.40		8,280.83		24,460.19		103,044.91
<u>Employer Taxes:</u>								
SOC SEC ER		347.97		695.93		2,051.27		8,617.88
MED ER		81.38		162.75		479.73		2,015.47
Total Employer Taxes:		429.35		858.68		2,531.00		10,633.35

Client ID: 21SSL - Smithtown Social Library District

LABOR ALLOCATION SUMMARY
Smithtown Special Library District

Period Begin Date: 12/2/2023

Pay Group: FT

Period End Date: 12/15/2023

Check Date: 12/22/2023

Pay Period: 26

Run Date: 12/20/2023

Run Number: 144

Group By: Position Category

Payroll Type: Regular Payroll

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Grand Totals								
Pays:								
Overtime					28.00	2,277.97	28.75	2,326.55
Sunday	85.00	5,700.06	170.00	11,351.93	504.75	32,806.53	1,286.75	82,753.68
Holiday		-184.51	476.00	21,342.86	1,028.25	46,816.52	4,604.10	205,159.70
Regular	3,956.93	180,035.46	7,428.90	338,805.46	22,847.76	1,042,047.50	102,056.24	4,567,040.91
Sick	161.05	7,563.90	342.65	15,332.91	981.25	43,779.54	4,491.15	194,389.87
Vacation	208.14	9,646.75	451.35	20,918.24	1,637.73	71,591.13	9,242.06	410,228.59
Personal	140.25	6,565.11	263.56	11,606.56	526.75	22,662.02	1,442.04	62,839.31
Jury Duty							28.00	1,194.74
Bereavement Ear					35.00	1,095.27	170.00	5,806.09
Comp Time	74.95	3,665.94	207.19	9,622.65	592.10	28,172.54	2,704.68	123,112.34
Call Back					3.00	129.54	24.75	1,086.72
Snow Removal							3.50	148.52
Stipend		1,300.00		1,300.00		2,600.00		7,000.00
NYS CP	14.00	803.52	70.00	3,525.85	140.00	7,170.89	595.00	25,762.75
Travel	1.68	82.49	4.10	179.72	14.67	648.76	66.22	2,886.05
Union Hours					0.75	31.69	1.75	73.95
Meetings	14.25	621.84	25.75	1,096.32	202.27	11,009.98	647.03	33,296.33
Medical Screen	13.75	552.03	19.75	766.53	28.75	1,143.73	66.25	3,133.90
Overtime Reg					52.50	2,692.42	52.50	2,692.42
Retro Pay					21.00	78.21	70.00	369.27
Vacation NR	307.06	9,792.36	357.74	11,740.59	473.87	14,224.58	1,392.57	55,312.84
Snow Day							142.76	5,987.13
Covid Vaccine					5.00	204.85	5.00	204.85
Sick NR	840.00	26,788.19	840.00	26,788.19	843.05	26,897.58	1,168.07	42,452.45
Personal NR					0.70	25.11	0.70	25.11
Blood Donation							2.00	154.27
Total Gross Pay:	5,817.06	252,933.14	10,656.99	474,377.81	29,967.15	1,358,106.36	130,291.87	5,835,438.34
Employee Taxes:								
SOC SEC EE		14,334.95		26,686.97		75,984.14		336,928.49
MED EE		3,577.98		6,687.54		19,001.11		80,439.15
FEDERAL WH		35,887.17		61,138.13		162,985.07		682,286.74
NEW YORK WH		12,571.91		22,613.23		62,631.59		265,496.86
Total Employee Taxes:		66,372.01		117,125.87		320,601.91		1,365,151.24
Deductions:								
Medical Pre-tax		12,110.62		24,915.37		75,672.94		315,536.08
Aflac		20.25		40.50		121.50		486.00
NYS Retirement		2,637.12		5,414.51		16,323.53		73,456.88
Retirement Loan		608.00		1,170.00		3,740.00		19,345.12
AXA Equitable		2,348.00		4,696.00		14,088.00		59,073.00
CSEA Benefit Fd		384.00		768.00		2,352.00		10,608.00
NYS Def Comp		2,779.90		6,032.21		22,522.64		108,260.85
CSEA Ins		59.90		119.80		359.40		1,412.30
Disability		223.25		446.50		1,377.50		5,833.00
CSEA Dues		1,829.47		3,691.21		11,391.97		52,349.97
Pearl Carroll		40.44		80.88		242.64		1,051.44
Met Life		220.00		440.00		1,320.00		5,720.00
Total Deductions:		23,260.95		47,814.98		149,512.12		653,132.64
Netpay:		163,300.18		309,436.96		887,992.33		3,817,154.46
Employer Taxes:								
SOC SEC ER		14,334.95		26,686.97		75,984.14		336,928.49

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
MED ER		3,491.63		6,516.65		18,593.53		80,031.57
Total Employer Taxes:		17,826.58		33,203.62		94,577.67		416,960.06

O.K. RR
 21 Dec 23

PT PR# 26 Dated 12/22/23

Client ID: 21SSL - Smithtown Special Library District	PAYROLL SUMMARY	Period Begin Date: 12/2/2023
Pay Group: PT	Smithtown Special Library District	Period End Date: 12/15/2023
Check Date: 12/22/2023		Pay Period: 26
Run Date: 12/20/2023 Run Number: 145		Payroll Type: Regular Payroll

*** PAYROLL FUNDING ***

Debit Type	Bank Name	Transit Routing #	Bank Account #	Counts	Amount	ACH Debit
Checks	M & T BANK	****0046	*****9349		\$0.00	\$0.00
Direct Deposits	M & T BANK	****0046	*****9349	79	\$0.00	\$50,484.34
Totals:				79	\$0.00	\$50,484.34
Tax Liabilities	M & T BANK	****0046	*****9349		\$0.00	\$15,534.04
Third Party Checks	M & T BANK	****0046	*****9349		\$0.00	\$0.00
Third Party Electronic Payment	M & T BANK	****0046	*****9349		\$0.00	\$0.00
Payroll Billing	M & T BANK	****0046	*****9349		\$0.00	\$249.00
Totals:					\$0.00	\$15,783.04
Total ACH Debit:						\$66,267.38
						Impound Date: 12/21/2023
Total Payroll Funding (all items):						\$66,267.38

*** PAYROLL TOTALS ***

Payroll Totals	Totals By Check Type	Counts By Check Type	Employee Counts
Net Pay Checks \$0.00	Total Live Checks \$0.00	Total Live Checks 0	Active Employees Paid 79
Direct Deposits \$50,484.34	Additional Checks \$0.00	Additional Checks 0	Inactive Employees Paid 0
**** Total Net Payroll \$50,484.34	Manual Checks \$0.00	Manual Checks 0	Terminated Employees Paid 0
	Void Checks/Direct Deposits \$0.00	Void Checks 0	Total Employees Paid 79
Total Taxes \$15,534.04	Third Party Sick Checks \$0.00	Third Party Sick Checks 0	Active Employee Count 83
**** Total Payroll \$66,018.38	Adjustments \$0.00	Adjustments 0	Inactive Employee Count 0
	Direct Deposits (79) \$50,484.34	Vouchers (Direct Deposit) 79	Terminated Employee Count 46
Payroll Adjustments \$0.00	Total Third Party Pays \$0.00	Total Third Party Payments 0	Total Employee Count 129
**** Adjusted Total \$66,018.38	Total Third Party Void Checks \$0.00	Total Third Party Voids 0	Employees Paid this Month 80
		Zero Net Checks 0	Active Employees this Month 83
			Employees with W2 Data 99
			Active Employees Not Paid 4

O.K. RR
21 Dec 23

Client ID: 21SSL - Smithtown Special Library District
 Pay Group: PT
 Check Date: 12/22/2023
 Run Date: 12/20/2023 Run Number: 145

PAYROLL SUMMARY
 Smithtown Special Library District

Period Begin Date: 12/2/2023
 Period End Date: 12/15/2023
 Pay Period: 26
 Payroll Type: Regular Payroll

***** PAYROLL TAXES *****

	----- CURRENT -----		----- MTD -----		----- QTD -----		----- YTD -----	
	Wages	Taxes	Wages	Taxes	Wages	Taxes	Wages	Taxes
Federal Deposits								
FEDERAL WH	62,090.08	3,949.78	121,445.64	7,717.42	360,425.07	23,083.59	1,528,953.98	100,149.50
MED EE (1.450000%)	62,902.22	912.07	123,035.83	1,784.00	365,127.61	5,294.28	1,548,588.73	22,454.54
MED ER (1.450000%)	62,902.22	912.07	123,035.83	1,784.00	365,127.61	5,294.28	1,548,588.73	22,454.54
SOC SEC EE (6.200000%)	62,902.22	3,899.92	123,035.83	7,628.29	365,127.61	22,637.94	1,548,588.73	96,012.54
SOC SEC ER (6.200000%)	62,902.22	3,899.92	123,035.83	7,628.29	365,127.61	22,637.94	1,548,588.73	96,012.54
Total Federal Deposits		13,573.76		26,542.00		78,948.03		337,083.66
State/Local Employee Tax								
NEW YORK WH	62,902.22	1,960.28	123,035.83	3,801.30	365,127.61	11,310.61	1,548,588.73	47,780.88
Total State/Local Employee Tax		1,960.28		3,801.30		11,310.61		47,780.88
Total Taxes		15,534.04		30,343.30		90,258.64		384,864.54

Client ID: 21SSL - Smithtown Soecial Librarv District	PAYROLL SUMMARY	Period Begin Date: 12/2/2023
Pay Group: PT	Smithtown Special Library District	Period End Date: 12/15/2023
Check Date: 12/22/2023		Pay Period: 26
Run Date: 12/20/2023 Run Number: 145		Payroll Type: Regular Payroll

*** EMPLOYER TAX EXPENSE ***

Employer Tax	----- CURRENT -----		----- MTD -----		----- QTD -----		----- YTD -----	
	Wages	Taxes	Wages	Taxes	Wages	Taxes	Wages	Taxes
MED ER (1.450000%)	62,902.22	912.07	123,035.83	1,784.00	365,127.61	5,294.28	1,548,588.73	22,454.54
SOC SEC ER (6.200000%)	62,902.22	3,899.92	123,035.83	7,628.29	365,127.61	22,637.94	1,548,588.73	96,012.54
Total Employer Tax		4,811.99		9,412.29		27,932.22		118,467.08

Tax Agency Id's		
State	Tax Agency	Tax Id
Federal	Internal Revenue Service	11-6042380
New York	NY-NYC-Yonk - EE W/H	116042380

Client ID: 21SSL - Smithtown Special Library District

Pay Group: PT

Check Date: 12/22/2023

Run Date: 12/20/2023 Run Number: 145

PAYROLL SUMMARY

Smithtown Special Library District

Period Begin Date: 12/2/2023

Period End Date: 12/15/2023

Pay Period: 26

Payroll Type: Regular Payroll

*** EARNINGS & DEDUCTIONS ***

Earnings	CURRENT		MTD		QTD		YTD	
	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars
Sunday	16.00	623.12	24.00	960.91	68.00	2,950.06	328.75	14,156.15
Holiday	0.00	0.00	215.50	5,159.60	624.50	15,554.46	2,431.50	59,519.11
Regular	2,311.98	56,435.80	4,390.11	106,927.68	13,179.87	319,682.10	54,560.10	1,313,617.49
Sick	54.26	1,448.28	75.01	1,992.17	257.76	6,876.16	1,355.81	39,149.36
Vacation	56.85	1,763.48	141.53	4,243.50	347.02	10,654.63	2,270.63	69,584.18
Personal	67.32	1,654.43	78.71	1,936.84	158.68	4,472.77	462.27	12,682.14
Jury Duty	0.00	0.00	0.00	0.00	0.00	0.00	4.00	60.00
Bereavement Ear	0.00	0.00	0.00	0.00	7.50	152.79	80.50	2,439.37
Comp Time	18.00	413.08	34.95	763.10	102.54	2,558.74	397.56	10,161.33
Snow Removal	0.00	0.00	0.00	0.00	0.00	0.00	14.00	273.54
NYS CP	4.00	84.48	4.00	84.48	4.00	84.48	237.00	8,426.33
Travel	0.00	0.00	0.00	0.00	0.03	0.65	0.03	0.65
Meetings	3.50	120.05	8.75	367.55	8.75	367.55	28.67	969.45
Sunday Reg	16.00	245.00	24.00	366.00	76.75	1,170.44	226.75	3,463.69
Medical Screen	0.00	0.00	4.00	114.50	5.00	165.12	6.00	180.62
Retro Pay	0.00	0.00	0.00	5.00	4.00	120.68	5.00	147.07
Vacation NR	0.00	0.00	0.00	0.00	0.00	0.00	422.36	11,840.01
Snow Day	0.00	0.00	0.00	0.00	0.00	0.00	70.25	1,601.26
Covid Vaccine	4.00	114.50	4.00	114.50	8.00	316.98	8.00	316.98
Total Earnings	2,551.91	62,902.22	5,004.56	123,035.83	14,852.40	365,127.61	62,909.18	1,548,588.73
Memo Calculations	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars
MemoSundayHours	32.00	0.00	52.00	0.00	152.50	0.00	548.00	0.00
Salary Hours	0.00	0.00	0.00	0.00	0.00	0.00	51.77	0.00
Total Memo Calculations	32.00	0.00	52.00	0.00	152.50	0.00	599.77	0.00
Deductions		Dollars		Dollars		Dollars		Dollars
NYS Retirement		812.14		1,590.19		4,702.54		19,634.75
Disability		90.25		175.75		498.75		1,990.25
CSEA Dues		793.44		1,566.35		4,566.71		19,467.98
Retire Arrears		0.00		0.00		56.20		56.20
Total Deductions		1,695.83		3,332.29		9,824.20		41,149.18

D.K. RR
21 Dec 23

^Hrs/Units = Units (Units not included in Totals)

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(2 - Clerical Part Time) Totals								
Pays:								
Sunday	16.00	623.12	24.00	960.91	64.00	2,649.88	221.00	9,118.97
Holiday			92.00	2,281.33	275.00	6,677.74	933.00	21,989.01
Regular	966.75	24,574.92	1,806.95	45,924.41	5,197.38	132,685.43	19,745.87	492,162.76
Sick	31.60	750.25	49.35	1,246.00	176.23	4,295.88	763.26	19,652.56
Vacation	10.63	212.53	61.81	1,453.48	157.06	3,966.54	1,164.43	30,123.86
Personal	50.92	1,248.71	58.31	1,394.88	96.32	2,354.49	243.58	5,885.28
Bereavement Ear					7.50	152.79	23.50	587.69
Comp Time	4.50	92.72	13.85	323.33	44.28	1,042.12	145.47	3,717.25
NYS CP							69.00	1,842.53
Meetings							0.17	4.48
Medical Screen			4.00	114.50	4.00	114.50	4.00	114.50
Retro Pay					4.00	115.68	4.00	120.95
Vacation NR							72.06	1,405.49
Snow Day							23.25	487.38
Covid Vaccine	4.00	114.50	4.00	114.50	4.00	114.50	4.00	114.50
Total Gross Pay:	1,084.40	27,616.75	2,114.27	53,813.34	6,029.77	154,169.55	23,416.59	587,327.21
Employee Taxes:								
SOC SEC EE		1,712.25		3,336.47		9,558.54		36,414.31
MED EE		400.42		780.28		2,235.44		8,516.23
FEDERAL WH		1,681.85		3,279.97		9,460.91		36,105.80
NEW YORK WH		858.74		1,664.43		4,801.21		17,677.37
Total Employee Taxes:		4,653.26		9,061.15		26,056.10		98,713.71
Deductions:								
NYS Retirement		432.99		868.22		2,512.62		9,169.70
Disability		47.50		90.25		223.25		774.25
CSEA Dues		520.12		1,019.71		2,835.51		11,166.77
Total Deductions:		1,000.61		1,978.18		5,571.38		21,110.72
Netpay:		21,962.88		42,774.01		122,542.07		467,502.78
Employer Taxes:								
SOC SEC ER		1,712.25		3,336.47		9,558.54		36,414.31
MED ER		400.42		780.28		2,235.44		8,516.23
Total Employer Taxes:		2,112.67		4,116.75		11,793.98		44,930.54

Client ID: 21SSL - Smithtown Special Library District

LABOR ALLOCATION SUMMARY

Period Begin Date: 12/2/2023

Pay Group: PT

Smithtown Special Library District

Period End Date: 12/15/2023

Check Date: 12/22/2023

Pay Period: 26

Run Date: 12/20/2023

Run Number: 145

Group By: Position Category

Payroll Type: Regular Payroll

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(3 - Librarian Full Time) Totals								
<u>Pays:</u>								
Regular	37.50	1,286.30	37.50	1,286.30	37.50	1,286.30	37.50	1,286.30
Comp Time	1.00	34.30	1.00	34.30	1.00	34.30	1.00	34.30
Total Gross Pay:	38.50	1,320.60	38.50	1,320.60	38.50	1,320.60	38.50	1,320.60
<u>Employee Taxes:</u>								
SOC SEC EE		81.87		81.87		81.87		81.87
MED EE		19.15		19.15		19.15		19.15
FEDERAL WH		81.33		81.33		81.33		81.33
NEW YORK WH		50.65		50.65		50.65		50.65
Total Employee Taxes:		233.00		233.00		233.00		233.00
<u>Deductions:</u>								
NYS Retirement		39.62		39.62		39.62		39.62
CSEA Dues		10.98		10.98		10.98		10.98
Total Deductions:		50.60		50.60		50.60		50.60
Netpay:		1,037.00		1,037.00		1,037.00		1,037.00
<u>Employer Taxes:</u>								
SOC SEC ER		81.87		81.87		81.87		81.87
MED ER		19.15		19.15		19.15		19.15
Total Employer Taxes:		101.02		101.02		101.02		101.02

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(4 - Librarian Part Time) Totals								
Pays:								
Sunday					4.00	300.18	36.00	2,701.62
Holiday			25.00	1,000.40	95.00	4,026.08	415.00	17,001.03
Regular	241.40	10,429.32	485.65	20,831.54	1,663.15	67,242.33	8,224.92	327,065.06
Sick	13.00	520.27	13.00	520.27	52.87	2,074.07	309.34	12,131.09
Vacation	35.10	1,318.27	64.60	2,467.70	133.30	5,441.90	602.85	26,240.65
Personal	3.50	177.17	5.50	268.59	32.80	1,445.66	96.87	3,926.04
Bereavement Ear							37.00	1,327.68
Comp Time	3.50	120.05	3.50	120.05	17.12	775.17	80.88	3,144.77
NYS CP							134.00	6,041.82
Meetings	3.50	120.05	8.75	367.55	8.75	367.55	23.50	874.75
Medical Screen					1.00	50.62	1.00	50.62
Vacation NR							173.53	6,442.98
Snow Day							12.75	499.46
Covid Vaccine					4.00	202.48	4.00	202.48
Total Gross Pay:	300.00	12,685.13	606.00	25,576.10	2,011.99	81,926.04	10,151.64	407,650.05
Employee Taxes:								
SOC SEC EE		786.46		1,585.71		5,079.42		25,274.30
MED EE		183.93		370.86		1,187.92		5,910.93
FEDERAL WH		931.67		1,863.34		5,995.96		31,771.28
NEW YORK WH		501.86		1,003.73		3,172.11		16,016.59
Total Employee Taxes:		2,403.92		4,823.64		15,435.41		78,973.10
Deductions:								
NYS Retirement		175.96		358.09		1,184.90		5,546.98
Disability		23.75		47.50		161.50		788.50
CSEA Dues		188.97		388.92		1,280.00		6,239.83
Total Deductions:		388.68		794.51		2,626.40		12,575.31
Netpay:		9,892.53		19,957.95		63,864.23		316,101.64
Employer Taxes:								
SOC SEC ER		786.46		1,585.71		5,079.42		25,274.30
MED ER		183.93		370.86		1,187.92		5,910.93
Total Employer Taxes:		970.39		1,956.57		6,267.34		31,185.23

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(5 - Custodial Full Time) Totals								
Pays:								
Sunday							9.00	290.78
Holiday							10.00	215.40
Regular							93.88	2,022.08
Personal							0.12	2.58
Total Gross Pay:							113.00	2,530.84
Employee Taxes:								
SOC SEC EE								156.91
MED EE								36.70
FEDERAL WH								149.82
NEW YORK WH								95.23
Total Employee Taxes:								438.66
Deductions:								
NYS Retirement								75.92
Disability								9.50
Total Deductions:								85.42
Netpay:								2,006.76
Employer Taxes:								
SOC SEC ER								156.91
MED ER								36.70
Total Employer Taxes:								193.61

Client ID: 21SSL - Smithtown Special Library District	LABOR ALLOCATION SUMMARY	Period Begin Date: 12/2/2023
Pay Group: PT	Smithtown Special Library District	Period End Date: 12/15/2023
Check Date: 12/22/2023		Pay Period: 26
Run Date: 12/20/2023 Run Number: 145	Group By: Position Category	Payroll Type: Regular Payroll

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(6 - Custodial Part Time) Totals								
<u>Pays:</u>								
Sunday							62.75	2,044.78
Holiday			29.00	752.52	82.00	2,104.93	339.00	8,608.58
Regular	332.03	8,455.52	639.03	16,244.89	1,913.98	48,564.80	7,672.59	192,573.68
Sick							183.40	5,608.68
Vacation	7.00	156.87	11.00	246.51	45.00	1,031.63	406.97	11,496.91
Personal	2.97	63.97	4.97	108.79	17.68	472.16	86.70	2,257.13
Bereavement Ear							10.00	339.98
Comp Time					2.42	80.40	49.69	1,306.36
Snow Removal							7.00	155.32
NYS CP	4.00	84.48	4.00	84.48	4.00	84.48	4.00	84.48
Travel					0.03	0.65	0.03	0.65
Retro Pay							1.00	21.12
Vacation NR							176.77	3,991.54
Snow Day							7.00	198.04
Total Gross Pay:	346.00	8,760.84	688.00	17,437.19	2,065.11	52,339.05	9,006.90	228,687.25
<u>Employee Taxes:</u>								
SOC SEC EE		543.16		1,081.11		3,245.01		14,178.61
MED EE		127.03		252.84		758.90		3,315.96
FEDERAL WH		774.02		1,539.59		4,620.68		19,671.76
NEW YORK WH		372.59		740.53		2,223.13		9,674.85
Total Employee Taxes:		1,816.80		3,614.07		10,847.72		46,841.18
<u>Deductions:</u>								
NYS Retirement		37.03		74.06		219.61		1,374.79
Disability		19.00		38.00		114.00		365.75
CSEA Dues		73.37		146.74		440.22		1,917.78
Total Deductions:		129.40		258.80		773.83		3,658.32
Netpay:		6,814.64		13,564.32		40,717.50		178,187.75
<u>Employer Taxes:</u>								
SOC SEC ER		543.16		1,081.11		3,245.01		14,178.61
MED ER		127.03		252.84		758.90		3,315.96
Total Employer Taxes:		670.19		1,333.95		4,003.91		17,494.57

Client ID: 21SSL - Smithtown Special Library District

LABOR ALLOCATION SUMMARY
Smithtown Special Library District

Period Begin Date: 12/2/2023

Pay Group: PT

Period End Date: 12/15/2023

Check Date: 12/22/2023

Pay Period: 26

Run Date: 12/20/2023 Run Number: 145

Group By: Position Category

Payroll Type: Regular Payroll

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(7 - Messenger / Groundskeeper) Totals								
Pays:								
Holiday			13.00	230.35	26.00	460.70	98.00	1,693.95
Regular	83.77	1,443.93	208.07	3,634.23	734.70	12,871.12	2,670.83	45,791.75
Sick	9.66	177.76	12.66	225.90	28.66	506.21	99.81	1,757.03
Vacation	4.12	75.81	4.12	75.81	11.66	214.56	96.38	1,722.76
Personal	9.93	164.58	9.93	164.58	11.88	200.46	31.76	542.69
Bereavement Ear							10.00	184.02
Comp Time	5.00	92.01	5.00	92.01	5.00	92.01	10.05	182.56
Snow Removal							7.00	118.22
Meetings							5.00	90.22
Total Gross Pay:	112.48	1,954.09	252.78	4,422.88	817.90	14,345.06	3,028.83	52,083.20
Employee Taxes:								
SOC SEC EE		121.15		274.22		889.39		3,229.16
MED EE		28.34		64.14		208.00		755.21
FEDERAL WH		145.23		327.30		1,060.29		3,338.38
NEW YORK WH		63.36		150.44		499.56		1,486.39
Total Employee Taxes:		358.08		816.10		2,657.24		8,809.14
Deductions:								
NYS Retirement								147.69
Disability								47.50
CSEA Dues								132.62
Total Deductions:								327.81
Netpay:		1,596.01		3,606.78		11,687.82		42,946.25
Employer Taxes:								
SOC SEC ER		121.15		274.22		889.39		3,229.16
MED ER		28.34		64.14		208.00		755.21
Total Employer Taxes:		149.49		338.36		1,097.39		3,984.37

Client ID: 21SSL - Smithtown Soecial Librarv District

LABOR ALLOCATION SUMMARY
Smithtown Special Library District

Period Begin Date: 12/2/2023

Pay Group: PT

Period End Date: 12/15/2023

Check Date: 12/22/2023

Pay Period: 26

Run Date: 12/20/2023

Run Number: 145

Group By: Position Category

Payroll Type: Regular Payroll

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(8 - Pages) Totals								
Pays:								
Holiday			56.50	895.00	146.50	2,285.01	622.50	9,715.51
Regular	650.53	10,245.81	1,212.91	19,006.31	3,633.16	57,032.12	16,062.75	251,622.87
Jury Duty							4.00	60.00
Comp Time	4.00	74.00	11.60	193.41	32.72	534.74	109.47	1,754.97
NYS CP							30.00	457.50
Sunday Reg	16.00	245.00	24.00	366.00	76.75	1,170.44	226.75	3,463.69
Medical Screen							1.00	15.50
Retro Pay				5.00		5.00		5.00
Snow Day							27.25	416.38
Total Gross Pay:	670.53	10,564.81	1,305.01	20,465.72	3,889.13	61,027.31	17,083.72	267,511.42
Employee Taxes:								
SOC SEC EE		655.03		1,268.91		3,783.71		16,585.73
MED EE		153.20		296.73		884.87		3,878.93
FEDERAL WH		335.68		625.89		1,864.42		8,931.46
NEW YORK WH		113.08		191.52		563.95		2,720.48
Total Employee Taxes:		1,256.99		2,383.05		7,096.95		32,116.60
Deductions:								
NYS Retirement		126.54		250.20		745.79		3,235.71
Retire Arrears						56.20		56.20
Total Deductions:		126.54		250.20		801.99		3,291.91
Netpay:		9,181.28		17,832.47		53,128.37		232,102.91
Employer Taxes:								
SOC SEC ER		655.03		1,268.91		3,783.71		16,585.73
MED ER		153.20		296.73		884.87		3,878.93
Total Employer Taxes:		808.23		1,565.64		4,668.58		20,464.66

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Grand Totals								
Pays:								
Sunday	16.00	623.12	24.00	960.91	68.00	2,950.06	328.75	14,156.15
Holiday			215.50	5,159.60	624.50	15,554.46	2,417.50	59,223.48
Regular	2,311.98	56,435.80	4,390.11	106,927.68	13,179.87	319,682.10	54,508.34	1,312,524.50
Sick	54.26	1,448.28	75.01	1,992.17	257.76	6,876.16	1,355.81	39,149.36
Vacation	56.85	1,763.48	141.53	4,243.50	347.02	10,654.63	2,270.63	69,584.18
Personal	67.32	1,654.43	78.71	1,936.84	158.68	4,472.77	459.03	12,613.72
Jury Duty							4.00	60.00
Bereavement Ear					7.50	152.79	80.50	2,439.37
Comp Time	18.00	413.08	34.95	763.10	102.54	2,558.74	396.56	10,140.21
Snow Removal							14.00	273.54
NYS CP	4.00	84.48	4.00	84.48	4.00	84.48	237.00	8,426.33
Travel					0.03	0.65	0.03	0.65
Meetings	3.50	120.05	8.75	367.55	8.75	367.55	28.67	969.45
Sunday Reg	16.00	245.00	24.00	366.00	76.75	1,170.44	226.75	3,463.69
Medical Screen			4.00	114.50	5.00	165.12	6.00	180.62
Retro Pay				5.00	4.00	120.68	5.00	147.07
Vacation NR							422.36	11,840.01
Snow Day							70.25	1,601.26
Covid Vaccine	4.00	114.50	4.00	114.50	8.00	316.98	8.00	316.98
Total Gross Pay:	2,551.91	62,902.22	5,004.56	123,035.83	14,852.40	365,127.61	62,839.18	1,547,110.57
Employee Taxes:								
SOC SEC EE		3,899.92		7,628.29		22,637.94		95,920.89
MED EE		912.07		1,784.00		5,294.28		22,433.11
FEDERAL WH		3,949.78		7,717.42		23,083.59		100,049.83
NEW YORK WH		1,960.28		3,801.30		11,310.61		47,721.56
Total Employee Taxes:		10,722.05		20,931.01		62,326.42		266,125.39
Deductions:								
NYS Retirement		812.14		1,590.19		4,702.54		19,590.41
Disability		90.25		175.75		498.75		1,985.50
CSEA Dues		793.44		1,566.35		4,566.71		19,467.98
Retire Arrears						56.20		56.20
Total Deductions:		1,695.83		3,332.29		9,824.20		41,100.09
Netpay:		50,484.34		98,772.53		292,976.99		1,239,885.09
Employer Taxes:								
SOC SEC ER		3,899.92		7,628.29		22,637.94		95,920.89
MED ER		912.07		1,784.00		5,294.28		22,433.11
Total Employer Taxes:		4,811.99		9,412.29		27,932.22		118,354.00

O.K. RH
 21 Dec 23

Health Benefit Buy out 12/29/23

Client ID: 21SSL - Smithtown Special Library District	PAYROLL SUMMARY	Period Begin Date: 12/29/2023
Pay Group: FT	Smithtown Special Library District	Period End Date: 12/29/2023
Check Date: 12/29/2023		Pay Period: 26
Run Date: 12/27/2023 Run Number: 146		Payroll Type: Special

*** PAYROLL FUNDING ***

Debit Type	Bank Name	Transit Routing #	Bank Account #	Counts	Amount	ACH Debit
Checks	M & T BANK	*****0046	*****9349		\$0.00	\$0.00
Direct Deposits	M & T BANK	*****0046	*****9349	20	\$0.00	\$51,444.75
Totals:				20	\$0.00	\$51,444.75
Tax Liabilities	M & T BANK	*****0046	*****9349		\$0.00	\$23,786.25
Third Party Checks	M & T BANK	*****0046	*****9349		\$0.00	\$0.00
Third Party Electronic Payment	M & T BANK	*****0046	*****9349		\$0.00	\$0.00
Payroll Billing	M & T BANK	*****0046	*****9349		\$0.00	\$401.45
Totals:					\$0.00	\$24,187.70

Total ACH Debit: **Impound Date: 12/28/2023** **\$75,632.45**

Total Payroll Funding (all items): **\$75,632.45**

*** PAYROLL TOTALS ***

Payroll Totals		Totals By Check Type		Counts By Check Type		Employee Counts	
Net Pay Checks	\$0.00	Total Live Checks	\$0.00	Total Live Checks	0	Active Employees Paid	19
Direct Deposits	\$51,444.75	Additional Checks	\$51,444.75	Additional Checks	0	Inactive Employees Paid	0
**** Total Net Payroll	\$51,444.75	Manual Checks	\$0.00	Manual Checks	0	Terminated Employees Paid	0
		Void Checks/Direct Deposits	\$0.00	Void Checks	0	Total Employees Paid	19
Total Taxes	\$23,786.25	Third Party Sick Checks	\$0.00	Third Party Sick Checks	0	Active Employee Count	65
**** Total Payroll	\$75,231.00	Adjustments	\$0.00	Adjustments	0	Inactive Employee Count	1
		Direct Deposits (20)	\$51,444.75	Vouchers (Direct Deposit)	19	Terminated Employee Count	14
Payroll Adjustments	\$0.00	Total Third Party Pays	\$0.00	Total Third Party Payments	0	Total Employee Count	80
**** Adjusted Total	\$75,231.00	Total Third Party Void Checks	\$0.00	Total Third Party Voids	0	Employees Paid this Month	67
				Zero Net Checks	0	Active Employees this Month	67
						Employees with W2 Data	74
						Active Employees Not Paid	46

O.K. Rf
20 Dec 23

Client ID: 21SSL - Smithtown Special Library District

Pay Group: FT

Check Date: 12/29/2023

Run Date: 12/27/2023 Run Number: 146

PAYROLL SUMMARY

Smithtown Special Library District

Period Begin Date: 12/29/2023

Period End Date: 12/29/2023

Pay Period: 26

Payroll Type: Special

***** PAYROLL TAXES *****

	----- CURRENT -----		----- MTD -----		----- QTD -----		----- YTD -----	
	Wages	Taxes	Wages	Taxes	Wages	Taxes	Wages	Taxes
Federal Deposits								
FEDERAL WH	70,000.00	9,771.25	502,839.22	70,909.38	1,301,460.24	172,782.55	5,359,935.61	692,084.22
MED EE (1.450000%)	70,000.00	1,033.00	519,421.94	7,720.54	1,355,819.64	20,084.97	5,606,973.03	81,726.72
MED ER (1.450000%)	70,000.00	1,015.00	519,421.94	7,531.65	1,355,819.64	19,659.39	5,606,973.03	81,301.14
SOC SEC EE (6.200000%)	68,000.00	4,216.00	498,434.62	30,902.97	1,297,057.68	80,417.62	5,519,886.58	342,233.01
SOC SEC ER (6.200000%)	68,000.00	4,216.00	498,434.62	30,902.97	1,297,057.68	80,417.62	5,519,886.58	342,233.01
Total Federal Deposits		20,251.25		147,967.51		373,362.15		1,539,578.10
State/Local Employee Tax								
NEW YORK WH	70,000.00	3,535.00	508,253.73	26,148.23	1,317,889.00	66,268.79	5,433,919.18	269,458.35
Total State/Local Employee Tax		3,535.00		26,148.23		66,268.79		269,458.35
Total Taxes		23,786.25		174,115.74		439,630.94		1,809,036.45

Client ID: 21SSL - Smithtown Special Librarv District	PAYROLL SUMMARY	Period Begin Date: 12/29/2023
Pay Group: FT	Smithtown Special Library District	Period End Date: 12/29/2023
Check Date: 12/29/2023		Pay Period: 26
Run Date: 12/27/2023 Run Number: 146		Payroll Type: Special

*** EMPLOYER TAX EXPENSE ***

Employer Tax	----- CURRENT -----		----- MTD -----		----- QTD -----		----- YTD -----	
	Wages	Taxes	Wages	Taxes	Wages	Taxes	Wages	Taxes
MED ER (1.450000%)	70,000.00	1,015.00	519,421.94	7,531.65	1,355,819.64	19,659.39	5,606,973.03	81,301.14
SOC SEC ER (6.200000%)	68,000.00	4,216.00	498,434.62	30,902.97	1,297,057.68	80,417.62	5,519,886.58	342,233.01
Total Employer Tax		5,231.00		38,434.62		100,077.01		423,534.15

Tax Agency Id's		
State	Tax Agency	Tax Id
Federal	Internal Revenue Service	11-6042380
New York	NY-NYC-Yonk - EE W/H	116042380

Client ID: 21SSL - Smithtown Special Library District

Pay Group: FT

Check Date: 12/29/2023

Run Date: 12/27/2023 Run Number: 146

PAYROLL SUMMARY

Smithtown Special Library District

Period Begin Date: 12/29/2023

Period End Date: 12/29/2023

Pay Period: 26

Payroll Type: Special

*** EARNINGS & DEDUCTIONS ***

Earnings	CURRENT		MTD		QTD		YTD	
	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars
Overtime	0.00	0.00	0.00	0.00	28.00	2,277.97	28.75	2,326.55
Sunday	0.00	0.00	170.00	11,351.93	504.75	32,806.53	1,286.75	82,753.68
Holiday	0.00	0.00	476.00	21,342.86	1,032.25	46,898.01	4,640.10	205,877.20
Regular	0.00	0.00	7,428.90	338,805.46	22,979.76	1,045,035.74	102,803.99	4,582,390.51
Sick	0.00	0.00	342.65	15,332.91	981.25	43,779.54	4,515.40	194,878.50
Vacation	0.00	0.00	451.35	20,918.24	1,645.73	71,754.10	9,263.56	410,663.38
Personal	0.00	0.00	263.56	11,606.56	526.75	22,662.02	1,452.04	63,039.06
Jury Duty	0.00	0.00	0.00	0.00	13.50	275.02	41.50	1,469.76
Bereavement Ear	0.00	0.00	0.00	0.00	35.00	1,095.27	170.00	5,806.09
Comp Time	0.00	0.00	207.19	9,622.65	592.10	28,172.54	2,709.18	123,203.82
Call Back	0.00	0.00	0.00	0.00	3.00	129.54	24.75	1,086.72
Snow Removal	0.00	0.00	0.00	0.00	0.00	0.00	3.50	148.52
Stipend	0.00	0.00	0.00	1,300.00	0.00	2,600.00	0.00	7,000.00
Health Buyout	0.00	70,000.00	0.00	70,000.00	0.00	70,000.00	0.00	70,000.00
NYS CP	0.00	0.00	70.00	3,525.85	140.00	7,170.89	595.00	25,762.75
Travel	0.00	0.00	4.10	179.72	14.67	648.76	66.22	2,886.05
Union Hours	0.00	0.00	0.00	0.00	0.75	31.69	1.75	73.95
Meetings	0.00	0.00	25.75	1,096.32	202.27	11,009.98	647.03	33,296.33
Medical Screen	0.00	0.00	19.75	766.53	28.75	1,143.73	66.25	3,133.90
Overtime Reg	0.00	0.00	0.00	0.00	52.50	2,692.42	52.50	2,692.42
Retro Pay	0.00	0.00	0.00	0.00	21.00	78.21	70.00	369.27
Vacation NR	0.00	0.00	357.74	11,740.59	473.87	14,224.58	1,392.57	55,312.84
Snow Day	0.00	0.00	0.00	0.00	0.00	0.00	142.76	5,987.13
Covid Vaccine	0.00	0.00	0.00	0.00	5.00	204.85	5.00	204.85
Sick NR	0.00	0.00	840.00	26,788.19	843.05	26,897.58	1,168.07	42,452.45
Personal NR	0.00	0.00	0.00	0.00	0.70	25.11	0.70	25.11
Blood Donation	0.00	0.00	0.00	0.00	0.00	0.00	2.00	154.27
Total Earnings	0.00	70,000.00	10,656.99	544,377.81	30,124.65	1,431,614.08	131,149.37	5,922,995.11
Memo Calculations	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars
MemoSundayHours	0.00	0.00	170.50	0.00	474.00	0.00	1,266.18	0.00

^Hrs/Units = Units (Units not included in Totals)

***** EARNINGS & DEDUCTIONS *****

	----- CURRENT -----		----- MTD -----		----- QTD -----		----- YTD -----	
Salary Hours	0.00	0.00	7,287.46	0.00	22,537.24	0.00	100,150.73	0.00
Total Memo Calculations	0.00	0.00	7,457.96	0.00	23,011.24	0.00	101,416.91	0.00
Deductions		Dollars		Dollars		Dollars		Dollars
Medical Pre-tax		0.00		24,915.37		75,672.94		315,536.08
Aflac		0.00		40.50		121.50		486.00
NYS Retirement		0.00		5,414.51		16,428.76		73,983.57
Retirement Loan		0.00		1,170.00		3,740.00		19,345.12
AXA Equitable		0.00		4,696.00		14,088.00		59,073.00
CSEA Benefit Fd		0.00		768.00		2,352.00		10,608.00
NYS Def Comp		0.00		6,032.21		22,522.64		108,260.85
CSEA Ins		0.00		119.80		359.40		1,412.30
Disability		0.00		446.50		1,377.50		5,833.00
CSEA Dues		0.00		3,691.21		11,391.97		52,349.97
Pearl Carroll		0.00		80.88		242.64		1,051.44
Met Life		0.00		440.00		1,320.00		5,720.00
Total Deductions		0.00		47,814.98		149,617.35		653,659.33

^Hrs/Units = Units (Units not included in Totals)

O.K. 70 Dec 23

Client ID: 21SSL - Smithtown Special Library District	LABOR ALLOCATION SUMMARY	Period Begin Date: 12/29/2023
Pay Group: FT	Smithtown Special Library District	Period End Date: 12/29/2023
Check Date: 12/29/2023		Pay Period: 26
Run Date: 12/27/2023 Run Number: 146	Group By: Position Category	Payroll Type: Special

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(1 - Clerical Full Time) Totals								
Pays:								
Overtime					12.25	801.58	12.25	801.58
Sunday			48.00	2,454.28	154.50	7,772.68	383.75	18,787.49
Holiday			182.00	6,144.78	389.50	13,427.03	1,734.50	59,293.11
Regular			2,769.27	96,125.86	8,467.71	297,254.61	39,273.65	1,350,156.51
Sick			133.55	4,917.21	380.61	13,300.36	1,616.81	55,006.40
Vacation			151.51	5,442.11	671.62	23,637.67	3,059.71	109,496.31
Personal			82.69	2,730.57	217.01	7,171.98	539.52	18,454.20
Bereavement Ear					35.00	1,095.27	128.00	3,895.69
Comp Time			88.20	3,308.25	223.53	7,600.20	930.72	32,485.75
Call Back							2.00	119.45
Stipend				700.00		1,400.00		4,200.00
Health Buyout		22,000.00		22,000.00		22,000.00		22,000.00
NYS CP			56.00	2,722.33	56.00	2,722.33	224.00	8,808.10
Travel			2.03	70.08	6.30	227.77	25.87	855.08
Union Hours					0.75	31.69	1.75	73.95
Meetings					3.25	110.19	14.50	678.70
Medical Screen			14.00	464.31	19.00	649.25	24.00	804.78
Overtime Reg					20.00	850.12	20.00	850.12
Vacation NR			307.06	9,792.36	423.19	12,276.35	474.24	13,723.76
Snow Day							53.25	1,780.35
Sick NR			840.00	26,788.19	843.05	26,897.58	843.05	26,897.58
Personal NR					0.70	25.11	0.70	25.11
Total Gross Pay:		22,000.00	4,674.31	183,660.33	11,923.97	439,251.77	49,362.27	1,729,194.02
Employee Taxes:								
SOC SEC EE		1,364.00		10,785.16		25,324.88		99,319.57
MED EE		319.00		2,522.34		5,922.75		23,227.98
FEDERAL WH		3,434.27		25,708.27		49,557.69		169,610.92
NEW YORK WH		1,128.57		9,040.92		19,521.56		72,449.70
Total Employee Taxes:		6,245.84		48,056.69		100,326.88		364,608.17
Deductions:								
Medical Pre-tax				9,665.57		30,664.90		126,779.98
Aflac				40.50		121.50		486.00
NYS Retirement				2,286.50		6,658.84		27,998.18
Retirement Loan				214.00		642.00		5,307.12
AXA Equitable				800.00		2,400.00		8,800.00
CSEA Benefit Fd				288.00		888.00		4,032.00
NYS Def Comp				2,197.22		10,072.85		52,056.88
CSEA Ins				119.80		359.40		1,412.30
Disability				152.00		475.00		1,971.25
CSEA Dues				1,179.49		3,724.53		17,383.45
Pearl Carroll				49.58		148.74		644.54
Met Life				240.00		720.00		3,120.00
Total Deductions:				17,232.66		56,875.76		249,991.70
Netpay:		15,754.16		118,370.98		282,049.13		1,114,594.15
Employer Taxes:								
SOC SEC ER		1,364.00		10,785.16		25,324.88		99,319.57
MED ER		319.00		2,522.34		5,922.75		23,227.98
Total Employer Taxes:		1,683.00		13,307.50		31,247.63		122,547.55

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(3 - Librarian Full Time) Totals								
Pays:								
Overtime					15.75	1,476.39	15.75	1,476.39
Sunday			104.00	7,751.93	309.75	22,455.98	786.00	56,519.01
Holiday			280.00	14,663.23	603.00	32,054.82	2,714.85	140,024.61
Regular			4,425.38	233,594.83	13,641.88	716,346.81	59,909.91	3,107,708.63
Sick			206.85	10,333.47	581.89	29,838.77	2,719.83	134,132.14
Vacation			278.84	14,778.40	931.11	46,720.88	5,808.60	286,353.72
Personal			173.87	8,643.41	301.91	15,229.89	874.09	43,369.66
Jury Duty							28.00	1,194.74
Bereavement Ear							42.00	1,910.40
Comp Time			117.99	6,271.22	364.82	20,427.83	1,721.58	88,640.89
Call Back							0.25	9.42
Stipend				600.00		1,200.00		2,800.00
Health Buyout		44,000.00		44,000.00		44,000.00		44,000.00
NYS CP			14.00	803.52	84.00	4,448.56	371.00	16,954.65
Travel			1.57	88.05	7.62	388.60	38.85	1,968.67
Meetings			25.75	1,096.32	199.02	10,899.79	632.53	32,617.63
Medical Screen			5.75	302.22	9.75	494.48	42.25	2,329.12
Overtime Reg					29.25	1,701.96	29.25	1,701.96
Retro Pay					21.00	78.21	70.00	369.27
Vacation NR			50.68	1,948.23	50.68	1,948.23	918.33	41,589.08
Snow Day							87.51	4,144.12
Covid Vaccine					5.00	204.85	5.00	204.85
Sick NR							325.02	15,554.87
Blood Donation							2.00	154.27
Total Gross Pay:		44,000.00	5,684.68	344,874.83	17,156.43	949,916.05	77,142.60	4,025,728.10
Employee Taxes:								
SOC SEC EE		2,604.00		19,173.88		52,575.99		232,959.04
MED EE		656.00		4,977.45		13,573.63		56,170.70
FEDERAL WH		5,942.21		43,422.32		118,781.46		505,461.01
NEW YORK WH		2,206.62		16,370.40		44,866.33		189,777.90
Total Employee Taxes:		11,408.83		83,944.05		229,797.41		984,368.65
Deductions:								
Medical Pre-tax				14,631.96		43,154.52		181,237.98
NYS Retirement				3,128.01		9,664.69		45,458.70
Retirement Loan				956.00		3,098.00		14,038.00
AXA Equitable				3,896.00		11,688.00		50,273.00
CSEA Benefit Fd				456.00		1,392.00		6,264.00
NYS Def Comp				3,834.99		12,449.79		56,203.97
Disability				285.00		874.00		3,747.75
CSEA Dues				2,381.04		7,275.40		33,268.42
Pearl Carroll				31.30		93.90		406.90
Met Life				200.00		600.00		2,600.00
Total Deductions:				29,800.30		90,290.30		393,498.72
Netpay:		32,591.17		231,130.48		629,828.34		2,647,860.73
Employer Taxes:								
SOC SEC ER		2,604.00		19,173.88		52,575.99		232,959.04
MED ER		638.00		4,788.56		13,148.05		55,745.12
Total Employer Taxes:		3,242.00		23,962.44		65,724.04		288,704.16

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(5 - Custodial Full Time) Totals								
Pays:								
Overtime							0.75	48.58
Sunday			18.00	1,145.72	40.50	2,577.87	117.00	7,447.18
Holiday			14.00	534.85	35.75	1,334.67	154.75	5,841.98
Regular			234.25	9,084.77	738.17	28,446.08	2,872.68	109,175.77
Sick			2.25	82.23	18.75	640.41	154.51	5,251.33
Vacation			21.00	697.73	35.00	1,232.58	373.75	14,378.56
Personal			7.00	232.58	7.83	260.15	28.43	1,015.45
Comp Time			1.00	43.18	3.75	144.51	52.38	1,985.70
Call Back					3.00	129.54	22.50	957.85
Snow Removal							3.50	148.52
Health Buyout		4,000.00		4,000.00		4,000.00		4,000.00
Travel			0.50	21.59	0.75	32.39	1.50	62.30
Overtime Reg					3.25	140.34	3.25	140.34
Snow Day							2.00	62.66
Total Gross Pay:		4,000.00	298.00	15,842.65	886.75	38,938.54	3,787.00	150,516.22
Employee Taxes:								
SOC SEC EE		248.00		943.93		2,299.27		8,865.88
MED EE		58.00		220.75		537.73		2,073.47
FEDERAL WH		394.77		1,778.79		4,417.17		16,986.06
NEW YORK WH		199.81		736.91		1,778.70		6,804.26
Total Employee Taxes:		900.58		3,680.38		9,032.87		34,729.67
Deductions:								
Medical Pre-tax				617.84		1,853.52		7,518.12
CSEA Benefit Fd				24.00		72.00		312.00
Disability				9.50		28.50		114.00
CSEA Dues				130.68		392.04		1,698.10
Total Deductions:				782.02		2,346.06		9,642.22
Netpay:		3,099.42		11,380.25		27,559.61		106,144.33
Employer Taxes:								
SOC SEC ER		248.00		943.93		2,299.27		8,865.88
MED ER		58.00		220.75		537.73		2,073.47
Total Employer Taxes:		306.00		1,164.68		2,837.00		10,939.35

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Grand Totals								
Pays:								
Overtime					28.00	2,277.97	28.75	2,326.55
Sunday			170.00	11,351.93	504.75	32,806.53	1,286.75	82,753.68
Holiday			476.00	21,342.86	1,028.25	46,816.52	4,604.10	205,159.70
Regular			7,428.90	338,805.46	22,847.76	1,042,047.50	102,056.24	4,567,040.91
Sick			342.65	15,332.91	981.25	43,779.54	4,491.15	194,389.87
Vacation			451.35	20,918.24	1,637.73	71,591.13	9,242.06	410,228.59
Personal			263.56	11,606.56	526.75	22,662.02	1,442.04	62,839.31
Jury Duty							28.00	1,194.74
Bereavement Ear					35.00	1,095.27	170.00	5,806.09
Comp Time			207.19	9,622.65	592.10	28,172.54	2,704.68	123,112.34
Call Back					3.00	129.54	24.75	1,086.72
Snow Removal							3.50	148.52
Stipend				1,300.00		2,600.00		7,000.00
Health Buyout		70,000.00		70,000.00		70,000.00		70,000.00
NYS CP			70.00	3,525.85	140.00	7,170.89	595.00	25,762.75
Travel			4.10	179.72	14.67	648.76	66.22	2,886.05
Union Hours					0.75	31.69	1.75	73.95
Meetings			25.75	1,096.32	202.27	11,009.98	647.03	33,296.33
Medical Screen			19.75	766.53	28.75	1,143.73	66.25	3,133.90
Overtime Reg					52.50	2,692.42	52.50	2,692.42
Retro Pay					21.00	78.21	70.00	369.27
Vacation NR			357.74	11,740.59	473.87	14,224.58	1,392.57	55,312.84
Snow Day							142.76	5,987.13
Covid Vaccine					5.00	204.85	5.00	204.85
Sick NR			840.00	26,788.19	843.05	26,897.58	1,168.07	42,452.45
Personal NR					0.70	25.11	0.70	25.11
Blood Donation							2.00	154.27
Total Gross Pay:		70,000.00	10,656.99	544,377.81	29,967.15	1,428,106.36	130,291.87	5,905,438.34
Employee Taxes:								
SOC SEC EE		4,216.00		30,902.97		80,200.14		341,144.49
MED EE		1,033.00		7,720.54		20,034.11		81,472.15
FEDERAL WH		9,771.25		70,909.38		172,756.32		692,057.99
NEW YORK WH		3,535.00		26,148.23		66,166.59		269,031.86
Total Employee Taxes:		18,555.25		135,681.12		339,157.16		1,383,706.49
Deductions:								
Medical Pre-tax				24,915.37		75,672.94		315,536.08
Aflac				40.50		121.50		486.00
NYS Retirement				5,414.51		16,323.53		73,456.88
Retirement Loan				1,170.00		3,740.00		19,345.12
AXA Equitable				4,696.00		14,088.00		59,073.00
CSEA Benefit Fd				768.00		2,352.00		10,608.00
NYS Def Comp				6,032.21		22,522.64		108,260.85
CSEA Ins				119.80		359.40		1,412.30
Disability				446.50		1,377.50		5,833.00
CSEA Dues				3,691.21		11,391.97		52,349.97
Pearl Carroll				80.88		242.64		1,051.44
Met Life				440.00		1,320.00		5,720.00
Total Deductions:				47,814.98		149,512.12		653,132.64
Netpay:		51,444.75		360,881.71		939,437.08		3,868,599.21
Employer Taxes:								
SOC SEC ER		4,216.00		30,902.97		80,200.14		341,144.49

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
MED ER		1,015.00		7,531.65		19,608.53		81,046.57
Total Employer Taxes:		5,231.00		38,434.62		99,808.67		422,191.06

O.K. RR
20 DEC 23

FT PR#1 Total 1/5/24

Client ID: 21SSL - Smithtown Special Library District	PAYROLL SUMMARY	Period Begin Date: 12/16/2023
Pay Group: FT	Smithtown Special Library District	Period End Date: 12/29/2023
Check Date: 1/5/2024		Pay Period: 1
Run Date: 1/3/2024 Run Number: 148		Payroll Type: Regular Payroll

*** PAYROLL FUNDING ***

Debit Type	Bank Name	Transit Routing #	Bank Account #	Counts	Amount	ACH Debit
Checks	M & T BANK	*****0046	*****9349		\$0.00	\$0.00
Direct Deposits	M & T BANK	*****0046	*****9349	69	\$0.00	\$137,245.33
Totals:				69	\$0.00	\$137,245.33
Tax Liabilities	M & T BANK	*****0046	*****9349		\$0.00	\$62,301.73
Third Party Checks	M & T BANK	*****0046	*****9349		\$0.00	\$0.00
Third Party Electronic Payment	M & T BANK	*****0046	*****9349		\$0.00	\$0.00
Payroll Billing	M & T BANK	*****0046	*****9349		\$0.00	\$457.45
Totals:					\$0.00	\$62,759.18
Total ACH Debit:						\$200,004.51
						Impound Date: 1/4/2024
Total Payroll Funding (all items):						\$200,004.51

*** PAYROLL TOTALS ***

Payroll Totals		Totals By Check Type		Counts By Check Type		Employee Counts	
Net Pay Checks	\$0.00	Total Live Checks	\$0.00	Total Live Checks	0	Active Employees Paid	66
Direct Deposits	\$137,245.33	Additional Checks	\$0.00	Additional Checks	0	Inactive Employees Paid	0
**** Total Net Payroll	\$137,245.33	Manual Checks	\$0.00	Manual Checks	0	Terminated Employees Paid	0
		Void Checks/Direct Deposits	\$0.00	Void Checks	0	Total Employees Paid	66
Total Taxes	\$62,301.73	Third Party Sick Checks	\$0.00	Third Party Sick Checks	0	Active Employee Count	67
**** Total Payroll	\$199,547.06	Adjustments	\$0.00	Adjustments	0	Inactive Employee Count	1
		Direct Deposits (69)	\$137,245.33	Vouchers (Direct Deposit)	66	Terminated Employee Count	14
Payroll Adjustments	\$0.00	Total Third Party Pays	\$0.00	Total Third Party Payments	0	Total Employee Count	82
**** Adjusted Total	\$199,547.06	Total Third Party Void Checks	\$0.00	Total Third Party Voids	0	Employees Paid this Month	66
				Zero Net Checks	0	Active Employees this Month	67
						Employees with W2 Data	66
						Active Employees Not Paid	1

FT ← 200,004.51 +
 PT = 63,475.29 +
 263,479.80 *
 ↓
 total

O.K. RR
 3 Jan 24

Client ID: 21SSL - Smithtown Soecial Librarv District

Pay Group: FT

Check Date: 1/5/2024

Run Date: 1/3/2024

Run Number: 148

PAYROLL SUMMARY

Smithtown Special Library District

Period Begin Date: 12/16/2023

Period End Date: 12/29/2023

Pay Period: 1

Payroll Type: Regular Payroll

***** PAYROLL TAXES *****

	----- CURRENT -----		----- MTD -----		----- QTD -----		----- YTD -----	
	Wages	Taxes	Wages	Taxes	Wages	Taxes	Wages	Taxes
Federal Deposits								
FEDERAL WH	187,587.46	22,708.66	187,587.46	22,708.66	187,587.46	22,708.66	187,587.46	22,708.66
MED EE (1.450000%)	197,450.21	2,863.00	197,450.21	2,863.00	197,450.21	2,863.00	197,450.21	2,863.00
MED ER (1.450000%)	197,450.21	2,863.00	197,450.21	2,863.00	197,450.21	2,863.00	197,450.21	2,863.00
SOC SEC EE (6.200000%)	197,450.21	12,241.89	197,450.21	12,241.89	197,450.21	12,241.89	197,450.21	12,241.89
SOC SEC ER (6.200000%)	197,450.21	12,241.89	197,450.21	12,241.89	197,450.21	12,241.89	197,450.21	12,241.89
Total Federal Deposits		52,918.44		52,918.44		52,918.44		52,918.44
State/Local Employee Tax								
NEW YORK WH	190,260.70	9,383.29	190,260.70	9,383.29	190,260.70	9,383.29	190,260.70	9,383.29
Total State/Local Employee Tax		9,383.29		9,383.29		9,383.29		9,383.29
Total Taxes		62,301.73		62,301.73		62,301.73		62,301.73

Client ID: 21SSL - Smithtown Special Library District	PAYROLL SUMMARY	Period Begin Date: 12/16/2023
Pay Group: FT	Smithtown Special Library District	Period End Date: 12/29/2023
Check Date: 1/5/2024		Pay Period: 1
Run Date: 1/3/2024 Run Number: 148		Payroll Type: Regular Payroll

*** EMPLOYER TAX EXPENSE ***

Employer Tax	----- CURRENT -----		----- MTD -----		----- QTD -----		----- YTD -----	
	Wages	Taxes	Wages	Taxes	Wages	Taxes	Wages	Taxes
MED ER (1.450000%)	197,450.21	2,863.00	197,450.21	2,863.00	197,450.21	2,863.00	197,450.21	2,863.00
SOC SEC ER (6.200000%)	197,450.21	12,241.89	197,450.21	12,241.89	197,450.21	12,241.89	197,450.21	12,241.89
Total Employer Tax		15,104.89		15,104.89		15,104.89		15,104.89

Tax Agency Id's		
State	Tax Agency	Tax Id
Federal	Internal Revenue Service	11-6042380
New York	NY-NYC-Yonk - EE W/H	116042380

Client ID: 21SSL - Smithtown Social Library District

Pay Group: FT

Check Date: 1/5/2024

Run Date: 1/3/2024 Run Number: 148

PAYROLL SUMMARY
Smithtown Special Library District

Period Begin Date: 12/16/2023

Period End Date: 12/29/2023

Pay Period: 1

Payroll Type: Regular Payroll

*** EARNINGS & DEDUCTIONS ***

Earnings	CURRENT		MTD		QTD		YTD	
	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars
Holiday	455.00	20,719.12	455.00	20,719.12	455.00	20,719.12	455.00	20,719.12
Regular	3,049.67	138,972.77	3,049.67	138,972.77	3,049.67	138,972.77	3,049.67	138,972.77
Sick	173.98	8,328.07	173.98	8,328.07	173.98	8,328.07	173.98	8,328.07
Vacation	487.13	21,567.07	487.13	21,567.07	487.13	21,567.07	487.13	21,567.07
Personal	200.31	9,176.76	200.31	9,176.76	200.31	9,176.76	200.31	9,176.76
Comp Time	181.97	8,586.98	181.97	8,586.98	181.97	8,586.98	181.97	8,586.98
Call Back	3.00	127.30	3.00	127.30	3.00	127.30	3.00	127.30
NYS CP	70.00	3,556.86	70.00	3,556.86	70.00	3,556.86	70.00	3,556.86
Travel	0.94	41.32	0.94	41.32	0.94	41.32	0.94	41.32
Medical Screen	1.00	57.39	1.00	57.39	1.00	57.39	1.00	57.39
Total Earnings	4,623.00	211,133.64	4,623.00	211,133.64	4,623.00	211,133.64	4,623.00	211,133.64
Memo Calculations	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars
MemoSundayHours	47.25	0.00	47.25	0.00	47.25	0.00	47.25	0.00
Salary Hours	2,990.37	0.00	2,990.37	0.00	2,990.37	0.00	2,990.37	0.00
Total Memo Calculations	3,037.62	0.00	3,037.62	0.00	3,037.62	0.00	3,037.62	0.00
Deductions		Dollars		Dollars		Dollars		Dollars
Medical Pre-tax		13,663.18		13,663.18		13,663.18		13,663.18
Aflac		20.25		20.25		20.25		20.25
NYS Retirement		2,673.24		2,673.24		2,673.24		2,673.24
Retirement Loan		608.00		608.00		608.00		608.00
AXA Equitable		2,348.00		2,348.00		2,348.00		2,348.00
CSEA Benefit Fd		378.00		378.00		378.00		378.00
NYS Def Comp		4,621.51		4,621.51		4,621.51		4,621.51
CSEA Ins		59.90		59.90		59.90		59.90
Disability		218.50		218.50		218.50		218.50
CSEA Dues		1,840.45		1,840.45		1,840.45		1,840.45
Pearl Carroll		40.44		40.44		40.44		40.44
Met Life		220.00		220.00		220.00		220.00
Total Deductions		26,691.47		26,691.47		26,691.47		26,691.47

^Hrs/Units = Units (Units not included in Totals)

A.K. R.R.
3 Jan 24

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(1 - Clerical Full Time) Totals								
Pays:								
Holiday	168.00	5,931.49	168.00	5,931.49	168.00	5,931.49	168.00	5,931.49
Regular	1,143.06	39,544.39	1,143.06	39,544.39	1,143.06	39,544.39	1,143.06	39,544.39
Sick	79.00	3,232.69	79.00	3,232.69	79.00	3,232.69	79.00	3,232.69
Vacation	148.98	4,974.16	148.98	4,974.16	148.98	4,974.16	148.98	4,974.16
Personal	72.82	2,870.98	72.82	2,870.98	72.82	2,870.98	72.82	2,870.98
Comp Time	67.20	2,719.96	67.20	2,719.96	67.20	2,719.96	67.20	2,719.96
Travel	0.94	41.32	0.94	41.32	0.94	41.32	0.94	41.32
Total Gross Pay:	1,680.00	59,314.99	1,680.00	59,314.99	1,680.00	59,314.99	1,680.00	59,314.99
Employee Taxes:								
SOC SEC EE		3,363.19		3,363.19		3,363.19		3,363.19
MED EE		786.56		786.56		786.56		786.56
FEDERAL WH		5,112.89		5,112.89		5,112.89		5,112.89
NEW YORK WH		2,379.63		2,379.63		2,379.63		2,379.63
Total Employee Taxes:		11,642.27		11,642.27		11,642.27		11,642.27
Deductions:								
Medical Pre-tax		5,049.57		5,049.57		5,049.57		5,049.57
Aflac		20.25		20.25		20.25		20.25
NYS Retirement		1,133.15		1,133.15		1,133.15		1,133.15
Retirement Loan		107.00		107.00		107.00		107.00
AXA Equitable		400.00		400.00		400.00		400.00
CSEA Benefit Fd		138.00		138.00		138.00		138.00
NYS Def Comp		2,467.81		2,467.81		2,467.81		2,467.81
CSEA Ins		59.90		59.90		59.90		59.90
Disability		71.25		71.25		71.25		71.25
CSEA Dues		573.61		573.61		573.61		573.61
Pearl Carroll		24.79		24.79		24.79		24.79
Met Life		120.00		120.00		120.00		120.00
Total Deductions:		10,165.33		10,165.33		10,165.33		10,165.33
Netpay:		37,507.39		37,507.39		37,507.39		37,507.39
Employer Taxes:								
SOC SEC ER		3,363.19		3,363.19		3,363.19		3,363.19
MED ER		786.56		786.56		786.56		786.56
Total Employer Taxes:		4,149.75		4,149.75		4,149.75		4,149.75

Client ID: 21SSL - Smithtown Special Library District	LABOR ALLOCATION SUMMARY	Period Begin Date: 12/16/2023
Pay Group: FT	Smithtown Special Library District	Period End Date: 12/29/2023
Check Date: 1/5/2024	Group By: Position Category	Pay Period: 1
Run Date: 1/3/2024 Run Number: 148		Payroll Type: Regular Payroll

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(3 - Librarian Full Time) Totals								
Pays:								
Holiday	273.00	14,252.78	273.00	14,252.78	273.00	14,252.78	273.00	14,252.78
Regular	1,812.73	95,960.72	1,812.73	95,960.72	1,812.73	95,960.72	1,812.73	95,960.72
Sick	94.98	5,095.38	94.98	5,095.38	94.98	5,095.38	94.98	5,095.38
Vacation	330.10	16,245.30	330.10	16,245.30	330.10	16,245.30	330.10	16,245.30
Personal	104.42	5,340.65	104.42	5,340.65	104.42	5,340.65	104.42	5,340.65
Comp Time	113.77	5,833.79	113.77	5,833.79	113.77	5,833.79	113.77	5,833.79
NYS CP	70.00	3,556.86	70.00	3,556.86	70.00	3,556.86	70.00	3,556.86
Medical Screen	1.00	57.39	1.00	57.39	1.00	57.39	1.00	57.39
Total Gross Pay:	2,800.00	146,342.87	2,800.00	146,342.87	2,800.00	146,342.87	2,800.00	146,342.87
Employee Taxes:								
SOC SEC EE		8,560.08		8,560.08		8,560.08		8,560.08
MED EE		2,001.93		2,001.93		2,001.93		2,001.93
FEDERAL WH		17,031.86		17,031.86		17,031.86		17,031.86
NEW YORK WH		6,761.14		6,761.14		6,761.14		6,761.14
Total Employee Taxes:		34,355.01		34,355.01		34,355.01		34,355.01
Deductions:								
Medical Pre-tax		8,276.90		8,276.90		8,276.90		8,276.90
NYS Retirement		1,540.09		1,540.09		1,540.09		1,540.09
Retirement Loan		501.00		501.00		501.00		501.00
AXA Equitable		1,948.00		1,948.00		1,948.00		1,948.00
CSEA Benefit Fd		228.00		228.00		228.00		228.00
NYS Def Comp		2,153.70		2,153.70		2,153.70		2,153.70
Disability		142.50		142.50		142.50		142.50
CSEA Dues		1,201.50		1,201.50		1,201.50		1,201.50
Pearl Carroll		15.65		15.65		15.65		15.65
Met Life		100.00		100.00		100.00		100.00
Total Deductions:		16,107.34		16,107.34		16,107.34		16,107.34
Netpay:		95,880.52		95,880.52		95,880.52		95,880.52
Employer Taxes:								
SOC SEC ER		8,560.08		8,560.08		8,560.08		8,560.08
MED ER		2,001.93		2,001.93		2,001.93		2,001.93
Total Employer Taxes:		10,562.01		10,562.01		10,562.01		10,562.01

Client ID: 21SSL - Smithtown Special Library District	LABOR ALLOCATION SUMMARY	Period Begin Date: 12/16/2023
Pay Group: FT	Smithtown Special Library District	Period End Date: 12/29/2023
Check Date: 1/5/2024		Pay Period: 1
Run Date: 1/3/2024	Run Number: 148	Payroll Type: Regular Payroll
	Group By: Position Category	

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(5 - Custodial Full Time) Totals								
Pays:								
Holiday	14.00	534.85	14.00	534.85	14.00	534.85	14.00	534.85
Regular	93.88	3,467.66	93.88	3,467.66	93.88	3,467.66	93.88	3,467.66
Vacation	8.05	347.61	8.05	347.61	8.05	347.61	8.05	347.61
Personal	23.07	965.13	23.07	965.13	23.07	965.13	23.07	965.13
Comp Time	1.00	33.23	1.00	33.23	1.00	33.23	1.00	33.23
Call Back	3.00	127.30	3.00	127.30	3.00	127.30	3.00	127.30
Total Gross Pay:	143.00	5,475.78	143.00	5,475.78	143.00	5,475.78	143.00	5,475.78
Employee Taxes:								
SOC SEC EE		318.62		318.62		318.62		318.62
MED EE		74.51		74.51		74.51		74.51
FEDERAL WH		563.91		563.91		563.91		563.91
NEW YORK WH		242.52		242.52		242.52		242.52
Total Employee Taxes:		1,199.56		1,199.56		1,199.56		1,199.56
Deductions:								
Medical Pre-tax		336.71		336.71		336.71		336.71
CSEA Benefit Fd		12.00		12.00		12.00		12.00
Disability		4.75		4.75		4.75		4.75
CSEA Dues		65.34		65.34		65.34		65.34
Total Deductions:		418.80		418.80		418.80		418.80
Netpay:		3,857.42		3,857.42		3,857.42		3,857.42
Employer Taxes:								
SOC SEC ER		318.62		318.62		318.62		318.62
MED ER		74.51		74.51		74.51		74.51
Total Employer Taxes:		393.13		393.13		393.13		393.13

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Grand Totals								
Pays:								
Holiday	455.00	20,719.12	455.00	20,719.12	455.00	20,719.12	455.00	20,719.12
Regular	3,049.67	138,972.77	3,049.67	138,972.77	3,049.67	138,972.77	3,049.67	138,972.77
Sick	173.98	8,328.07	173.98	8,328.07	173.98	8,328.07	173.98	8,328.07
Vacation	487.13	21,567.07	487.13	21,567.07	487.13	21,567.07	487.13	21,567.07
Personal	200.31	9,176.76	200.31	9,176.76	200.31	9,176.76	200.31	9,176.76
Comp Time	181.97	8,586.98	181.97	8,586.98	181.97	8,586.98	181.97	8,586.98
Call Back	3.00	127.30	3.00	127.30	3.00	127.30	3.00	127.30
NYS CP	70.00	3,556.86	70.00	3,556.86	70.00	3,556.86	70.00	3,556.86
Travel	0.94	41.32	0.94	41.32	0.94	41.32	0.94	41.32
Medical Screen	1.00	57.39	1.00	57.39	1.00	57.39	1.00	57.39
Total Gross Pay:	4,623.00	211,133.64	4,623.00	211,133.64	4,623.00	211,133.64	4,623.00	211,133.64
Employee Taxes:								
SOC SEC EE		12,241.89		12,241.89		12,241.89		12,241.89
MED EE		2,863.00		2,863.00		2,863.00		2,863.00
FEDERAL WH		22,708.66		22,708.66		22,708.66		22,708.66
NEW YORK WH		9,383.29		9,383.29		9,383.29		9,383.29
Total Employee Taxes:		47,196.84		47,196.84		47,196.84		47,196.84
Deductions:								
Medical Pre-tax		13,663.18		13,663.18		13,663.18		13,663.18
Aflac		20.25		20.25		20.25		20.25
NYS Retirement		2,673.24		2,673.24		2,673.24		2,673.24
Retirement Loan		608.00		608.00		608.00		608.00
AXA Equitable		2,348.00		2,348.00		2,348.00		2,348.00
CSEA Benefit Fd		378.00		378.00		378.00		378.00
NYS Def Comp		4,621.51		4,621.51		4,621.51		4,621.51
CSEA Ins		59.90		59.90		59.90		59.90
Disability		218.50		218.50		218.50		218.50
CSEA Dues		1,840.45		1,840.45		1,840.45		1,840.45
Pearl Carroll		40.44		40.44		40.44		40.44
Met Life		220.00		220.00		220.00		220.00
Total Deductions:		26,691.47		26,691.47		26,691.47		26,691.47
Netpay:		137,245.33		137,245.33		137,245.33		137,245.33
Employer Taxes:								
SOC SEC ER		12,241.89		12,241.89		12,241.89		12,241.89
MED ER		2,863.00		2,863.00		2,863.00		2,863.00
Total Employer Taxes:		15,104.89		15,104.89		15,104.89		15,104.89

OIC. RA
 3 Jan 24

PT PR#1 Dated 1/5/24

Client ID: 21SSL - Smithtown Special Library District	PAYROLL SUMMARY	Period Begin Date: 12/16/2023
Pay Group: PT	Smithtown Special Library District	Period End Date: 12/29/2023
Check Date: 1/5/2024		Pay Period: 1
Run Date: 1/3/2024 Run Number: 147		Payroll Type: Regular Payroll

***** PAYROLL FUNDING *****

Debit Type	Bank Name	Transit Routing #	Bank Account #	Counts	Amount	ACH Debit
Checks	M & T BANK	*****0046	*****9349		\$0.00	\$0.00
Direct Deposits	M & T BANK	*****0046	*****9349	78	\$0.00	\$47,599.80
Totals:				78	\$0.00	\$47,599.80
Tax Liabilities	M & T BANK	*****0046	*****9349		\$0.00	\$14,262.24
Third Party Checks	M & T BANK	*****0046	*****9349		\$0.00	\$0.00
Third Party Electronic Payment	M & T BANK	*****0046	*****9349		\$0.00	\$0.00
Payroll Billing	M & T BANK	*****0046	*****9349		\$0.00	\$1,613.25
Totals:					\$0.00	\$15,875.49
Total ACH Debit:						\$63,475.29
				Impound Date: 1/4/2024		
Total Payroll Funding (all items):						\$63,475.29

***** PAYROLL TOTALS *****

Payroll Totals		Totals By Check Type		Counts By Check Type		Employee Counts	
Net Pay Checks	\$0.00	Total Live Checks	\$0.00	Total Live Checks	0	Active Employees Paid	78
Direct Deposits	\$47,599.80	Additional Checks	\$0.00	Additional Checks	0	Inactive Employees Paid	0
**** Total Net Payroll	\$47,599.80	Manual Checks	\$0.00	Manual Checks	0	Terminated Employees Paid	0
		Void Checks/Direct Deposits	\$0.00	Void Checks	0	Total Employees Paid	78
Total Taxes	\$14,262.24	Third Party Sick Checks	\$0.00	Third Party Sick Checks	0	Active Employee Count	83
**** Total Payroll	\$61,862.04	Adjustments	\$0.00	Adjustments	0	Inactive Employee Count	0
		Direct Deposits (78)	\$47,599.80	Vouchers (Direct Deposit)	78	Terminated Employee Count	46
Payroll Adjustments	\$0.00	Total Third Party Pays	\$0.00	Total Third Party Payments	0	Total Employee Count	129
**** Adjusted Total	\$61,862.04	Total Third Party Void Checks	\$0.00	Total Third Party Voids	0	Employees Paid this Month	78
				Zero Net Checks	0	Active Employees this Month	83
						Employees with W2 Data	78
						Active Employees Not Paid	5

A/C. PR
4 Jan 24

Client ID: 21SSL - Smithtown Special Library District

Pay Group: PT

Check Date: 1/5/2024

Run Date: 1/3/2024 Run Number: 147

PAYROLL SUMMARY

Smithtown Special Library District

Period Begin Date: 12/16/2023

Period End Date: 12/29/2023

Pay Period: 1

Payroll Type: Regular Payroll

*** PAYROLL TAXES ***

	----- CURRENT -----		----- MTD -----		----- QTD -----		----- YTD -----	
	Wages	Taxes	Wages	Taxes	Wages	Taxes	Wages	Taxes
Federal Deposits								
FEDERAL WH	58,224.94	3,426.71	58,224.94	3,426.71	58,224.94	3,426.71	58,224.94	3,426.71
MED EE (1.450000%)	58,951.10	854.81	58,951.10	854.81	58,951.10	854.81	58,951.10	854.81
MED ER (1.450000%)	58,951.10	854.81	58,951.10	854.81	58,951.10	854.81	58,951.10	854.81
SOC SEC EE (6.200000%)	58,951.10	3,655.00	58,951.10	3,655.00	58,951.10	3,655.00	58,951.10	3,655.00
SOC SEC ER (6.200000%)	58,951.10	3,655.00	58,951.10	3,655.00	58,951.10	3,655.00	58,951.10	3,655.00
Total Federal Deposits		12,446.33		12,446.33		12,446.33		12,446.33
State/Local Employee Tax								
NEW YORK WH	58,951.10	1,815.91	58,951.10	1,815.91	58,951.10	1,815.91	58,951.10	1,815.91
Total State/Local Employee Tax		1,815.91		1,815.91		1,815.91		1,815.91
Total Taxes		14,262.24		14,262.24		14,262.24		14,262.24

***** EMPLOYER TAX EXPENSE *****

Employer Tax	----- CURRENT -----		----- MTD -----		----- QTD -----		----- YTD -----	
	Wages	Taxes	Wages	Taxes	Wages	Taxes	Wages	Taxes
MED ER (1.450000%)	58,951.10	854.81	58,951.10	854.81	58,951.10	854.81	58,951.10	854.81
SOC SEC ER (6.200000%)	58,951.10	3,655.00	58,951.10	3,655.00	58,951.10	3,655.00	58,951.10	3,655.00
Total Employer Tax		4,509.81		4,509.81		4,509.81		4,509.81

Tax Agency Id's		
State	Tax Agency	Tax Id
Federal	Internal Revenue Service	11-6042380
New York	NY-NYC-Yonk - EE W/H	116042380

Client ID: 21SSL - Smithtown Social Library District
 Pay Group: PT
 Check Date: 1/5/2024
 Run Date: 1/3/2024 Run Number: 147

PAYROLL SUMMARY
 Smithtown Special Library District

Period Begin Date: 12/16/2023
 Period End Date: 12/29/2023
 Pay Period: 1
 Payroll Type: Regular Payroll

*** EARNINGS & DEDUCTIONS ***

Earnings	CURRENT		MTD		QTD		YTD	
	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars
Holiday	202.00	5,166.77	202.00	5,166.77	202.00	5,166.77	202.00	5,166.77
Regular	1,885.48	46,699.75	1,885.48	46,699.75	1,885.48	46,699.75	1,885.48	46,699.75
Sick	36.83	766.30	36.83	766.30	36.83	766.30	36.83	766.30
Vacation	107.66	3,055.81	107.66	3,055.81	107.66	3,055.81	107.66	3,055.81
Personal	86.01	2,412.66	86.01	2,412.66	86.01	2,412.66	86.01	2,412.66
Comp Time	18.50	322.91	18.50	322.91	18.50	322.91	18.50	322.91
NYS CP	19.00	401.28	19.00	401.28	19.00	401.28	19.00	401.28
Medical Screen	4.00	61.00	4.00	61.00	4.00	61.00	4.00	61.00
Blood Donation	3.00	64.62	3.00	64.62	3.00	64.62	3.00	64.62
Total Earnings	2,362.48	58,951.10	2,362.48	58,951.10	2,362.48	58,951.10	2,362.48	58,951.10
Memo Calculations	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars
Memo Sunday Hours	12.00	0.00	12.00	0.00	12.00	0.00	12.00	0.00
Total Memo Calculations	12.00	0.00	12.00	0.00	12.00	0.00	12.00	0.00
Deductions		Dollars		Dollars		Dollars		Dollars
NYS Retirement		726.16		726.16		726.16		726.16
Disability		90.25		90.25		90.25		90.25
CSEA Dues		782.46		782.46		782.46		782.46
Total Deductions		1,598.87		1,598.87		1,598.87		1,598.87

^Hrs/Units = Units (Units not included in Totals)

OK. NJ
 4 Jan 24

Client ID: 21SSL - Smithtown Special Library District	LABOR ALLOCATION SUMMARY	Period Begin Date: 12/16/2023
Pay Group: PT	Smithtown Special Library District	Period End Date: 12/29/2023
Check Date: 1/5/2024	Group By: Position Category	Pay Period: 1
Run Date: 1/3/2024 Run Number: 147		Payroll Type: Regular Payroll

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(2 - Clerical Part Time) Totals								
Pays:								
Holiday	102.50	2,468.45	102.50	2,468.45	102.50	2,468.45	102.50	2,468.45
Regular	778.13	19,723.81	778.13	19,723.81	778.13	19,723.81	778.13	19,723.81
Sick	30.83	670.01	30.83	670.01	30.83	670.01	30.83	670.01
Vacation	90.24	2,449.10	90.24	2,449.10	90.24	2,449.10	90.24	2,449.10
Personal	57.15	1,479.68	57.15	1,479.68	57.15	1,479.68	57.15	1,479.68
Comp Time	5.50	122.66	5.50	122.66	5.50	122.66	5.50	122.66
Total Gross Pay:	1,064.35	26,913.71	1,064.35	26,913.71	1,064.35	26,913.71	1,064.35	26,913.71
Employee Taxes:								
SOC SEC EE		1,668.68		1,668.68		1,668.68		1,668.68
MED EE		390.28		390.28		390.28		390.28
FEDERAL WH		1,507.20		1,507.20		1,507.20		1,507.20
NEW YORK WH		821.00		821.00		821.00		821.00
Total Employee Taxes:		4,387.16		4,387.16		4,387.16		4,387.16
Deductions:								
NYS Retirement		417.22		417.22		417.22		417.22
Disability		47.50		47.50		47.50		47.50
CSEA Dues		520.12		520.12		520.12		520.12
Total Deductions:		984.84		984.84		984.84		984.84
Netpay:		21,541.71		21,541.71		21,541.71		21,541.71
Employer Taxes:								
SOC SEC ER		1,668.68		1,668.68		1,668.68		1,668.68
MED ER		390.28		390.28		390.28		390.28
Total Employer Taxes:		2,058.96		2,058.96		2,058.96		2,058.96

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(4 - Librarian Part Time) Totals								
<u>Pays:</u>								
Holiday	26.50	1,229.30	26.50	1,229.30	26.50	1,229.30	26.50	1,229.30
Regular	252.50	10,707.98	252.50	10,707.98	252.50	10,707.98	252.50	10,707.98
Vacation	12.42	494.66	12.42	494.66	12.42	494.66	12.42	494.66
Personal	15.58	607.53	15.58	607.53	15.58	607.53	15.58	607.53
Total Gross Pay:	307.00	13,039.47	307.00	13,039.47	307.00	13,039.47	307.00	13,039.47
<u>Employee Taxes:</u>								
SOC SEC EE		808.45		808.45		808.45		808.45
MED EE		189.08		189.08		189.08		189.08
FEDERAL WH		920.89		920.89		920.89		920.89
NEW YORK WH		520.39		520.39		520.39		520.39
Total Employee Taxes:		2,438.81		2,438.81		2,438.81		2,438.81
<u>Deductions:</u>								
NYS Retirement		175.96		175.96		175.96		175.96
Disability		23.75		23.75		23.75		23.75
CSEA Dues		188.97		188.97		188.97		188.97
Total Deductions:		388.68		388.68		388.68		388.68
Netpay:		10,211.98		10,211.98		10,211.98		10,211.98
<u>Employer Taxes:</u>								
SOC SEC ER		808.45		808.45		808.45		808.45
MED ER		189.08		189.08		189.08		189.08
Total Employer Taxes:		997.53		997.53		997.53		997.53

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(6 - Custodial Part Time) Totals								
Pays:								
Holiday	33.00	838.67	33.00	838.67	33.00	838.67	33.00	838.67
Regular	275.72	7,085.03	275.72	7,085.03	275.72	7,085.03	275.72	7,085.03
Vacation	5.00	112.05	5.00	112.05	5.00	112.05	5.00	112.05
Personal	13.28	325.45	13.28	325.45	13.28	325.45	13.28	325.45
NYS CP	19.00	401.28	19.00	401.28	19.00	401.28	19.00	401.28
Blood Donation	3.00	64.62	3.00	64.62	3.00	64.62	3.00	64.62
Total Gross Pay:	349.00	8,827.10	349.00	8,827.10	349.00	8,827.10	349.00	8,827.10
Employee Taxes:								
SOC SEC EE		547.28		547.28		547.28		547.28
MED EE		127.99		127.99		127.99		127.99
FEDERAL WH		743.07		743.07		743.07		743.07
NEW YORK WH		376.23		376.23		376.23		376.23
Total Employee Taxes:		1,794.57		1,794.57		1,794.57		1,794.57
Deductions:								
NYS Retirement		37.03		37.03		37.03		37.03
Disability		19.00		19.00		19.00		19.00
CSEA Dues		73.37		73.37		73.37		73.37
Total Deductions:		129.40		129.40		129.40		129.40
Netpay:		6,903.13		6,903.13		6,903.13		6,903.13
Employer Taxes:								
SOC SEC ER		547.28		547.28		547.28		547.28
MED ER		127.99		127.99		127.99		127.99
Total Employer Taxes:		675.27		675.27		675.27		675.27

Client ID: 21SSL - Smithtown Special Library District	LABOR ALLOCATION SUMMARY	Period Begin Date: 12/16/2023
Pay Group: PT	Smithtown Special Library District	Period End Date: 12/29/2023
Check Date: 1/5/2024	Group By: Position Category	Pay Period: 1
Run Date: 1/3/2024 Run Number: 147		Payroll Type: Regular Payroll

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(7 - Messenger / Groundskeeper) Totals								
Pays:								
Holiday	8.00	138.34	8.00	138.34	8.00	138.34	8.00	138.34
Regular	71.72	1,240.60	71.72	1,240.60	71.72	1,240.60	71.72	1,240.60
Sick	6.00	96.29	6.00	96.29	6.00	96.29	6.00	96.29
Total Gross Pay:	85.72	1,475.23	85.72	1,475.23	85.72	1,475.23	85.72	1,475.23
Employee Taxes:								
SOC SEC EE		91.46		91.46		91.46		91.46
MED EE		21.39		21.39		21.39		21.39
FEDERAL WH		35.22		35.22		35.22		35.22
NEW YORK WH		35.52		35.52		35.52		35.52
Total Employee Taxes:		183.59		183.59		183.59		183.59
Netpay:		1,291.64		1,291.64		1,291.64		1,291.64
Employer Taxes:								
SOC SEC ER		91.46		91.46		91.46		91.46
MED ER		21.39		21.39		21.39		21.39
Total Employer Taxes:		112.85		112.85		112.85		112.85

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(8 - Pages) Totals								
Pays:								
Holiday	32.00	492.01	32.00	492.01	32.00	492.01	32.00	492.01
Regular	507.41	7,942.33	507.41	7,942.33	507.41	7,942.33	507.41	7,942.33
Comp Time	13.00	200.25	13.00	200.25	13.00	200.25	13.00	200.25
Medical Screen	4.00	61.00	4.00	61.00	4.00	61.00	4.00	61.00
Total Gross Pay:	556.41	8,695.59	556.41	8,695.59	556.41	8,695.59	556.41	8,695.59
Employee Taxes:								
SOC SEC EE		539.13		539.13		539.13		539.13
MED EE		126.07		126.07		126.07		126.07
FEDERAL WH		220.33		220.33		220.33		220.33
NEW YORK WH		62.77		62.77		62.77		62.77
Total Employee Taxes:		948.30		948.30		948.30		948.30
Deductions:								
NYS Retirement		95.95		95.95		95.95		95.95
Total Deductions:		95.95		95.95		95.95		95.95
Netpay:		7,651.34		7,651.34		7,651.34		7,651.34
Employer Taxes:								
SOC SEC ER		539.13		539.13		539.13		539.13
MED ER		126.07		126.07		126.07		126.07
Total Employer Taxes:		665.20		665.20		665.20		665.20

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Grand Totals								
Pays:								
Holiday	202.00	5,166.77	202.00	5,166.77	202.00	5,166.77	202.00	5,166.77
Regular	1,885.48	46,699.75	1,885.48	46,699.75	1,885.48	46,699.75	1,885.48	46,699.75
Sick	36.83	766.30	36.83	766.30	36.83	766.30	36.83	766.30
Vacation	107.66	3,055.81	107.66	3,055.81	107.66	3,055.81	107.66	3,055.81
Personal	86.01	2,412.66	86.01	2,412.66	86.01	2,412.66	86.01	2,412.66
Comp Time	18.50	322.91	18.50	322.91	18.50	322.91	18.50	322.91
NYS CP	19.00	401.28	19.00	401.28	19.00	401.28	19.00	401.28
Medical Screen	4.00	61.00	4.00	61.00	4.00	61.00	4.00	61.00
Blood Donation	3.00	64.62	3.00	64.62	3.00	64.62	3.00	64.62
Total Gross Pay:	2,362.48	58,951.10	2,362.48	58,951.10	2,362.48	58,951.10	2,362.48	58,951.10
Employee Taxes:								
SOC SEC EE		3,655.00		3,655.00		3,655.00		3,655.00
MED EE		854.81		854.81		854.81		854.81
FEDERAL WH		3,426.71		3,426.71		3,426.71		3,426.71
NEW YORK WH		1,815.91		1,815.91		1,815.91		1,815.91
Total Employee Taxes:		9,752.43		9,752.43		9,752.43		9,752.43
Deductions:								
NYS Retirement		726.16		726.16		726.16		726.16
Disability		90.25		90.25		90.25		90.25
CSEA Dues		782.46		782.46		782.46		782.46
Total Deductions:		1,598.87		1,598.87		1,598.87		1,598.87
Netpay:		47,599.80		47,599.80		47,599.80		47,599.80
Employer Taxes:								
SOC SEC ER		3,655.00		3,655.00		3,655.00		3,655.00
MED ER		854.81		854.81		854.81		854.81
Total Employer Taxes:		4,509.81		4,509.81		4,509.81		4,509.81

OK. RB
 4 Jan 24



Administration and Business Offices: 148 Smithtown Boulevard 📖 Nesconset, NY 11767 📞 (631) 360-2480

DIRECTOR'S REPORT

January 16, 2024

Buildings & Grounds

People Counters: During the month of December, a total of 27,932 patrons visited our Library buildings. The breakdown, by building, is as follows: Commack (5,443); Kings Park (5,863); Nesconset (5,760); and Smithtown (10,866).

Legislative

New Legislative Session: The new legislative session in Albany has started and the assignment of Committee Chairs in both the Assembly and Senate have been made. The NYS Assembly Libraries and Education Technology Committee has a new Chairperson, Angelo Santabarbara. He is from the region northwest of Albany. Assemblyman Santabarbara has been in the Assembly since 2012 and is also the Chair of the Committee on Rural Resources, as well as the Subcommittee on Autism Spectrum Disorder. Senator Iwen Chu (Brooklyn) remains the Libraries Chair on the Senate side. The Governor gave the State of the State Address this afternoon and the Executive Budget is due to be released on January 16th. The New York Library Association's advocacy page has been updated with the most recent information on our initiatives for the current legislative session: <https://www.nyla.org/2024-legislative-initiatives>

IT Network

December Statistics: Scanners—The Library had a total of 40 logins for the scanner computers. The breakdown, by building, is as follows: Commack (4); Kings Park (0); Nesconset (32); and Smithtown (4). Faxes—The Library had a total of 1,144 pages sent by fax. The breakdown, by building, is as follows: Commack (110); Kings Park (322); Nesconset (311); and Smithtown (401). Patron Release Station—The Library had a total of 1,868 pages printed on the patron release station. The breakdown, by building, is as follows: Commack (268); Kings Park (528); Nesconset (547); and Smithtown (525). WiFi—Traffic statistics and categories visited in December. Users per building are as follows: Commack (751); Kings Park (450); Nesconset (944); and Smithtown (1,618).

Nesconset 40 GB downloaded

- All Traffic
- HTTP Protocol over TLS SSL
- Nintendo
- iTunes/App Store
- iCloud
- Youtube
- Netflix
- Google APIs(SSL)
- Facebook
- Akamai.net
- Amazon CloudFront
- Google
- Google User Content(SSL)

Smithtown 22 GB downloaded

- All Traffic
- HTTP Protocol over TLS SSL
- iTunes/App Store
- Nintendo
- SSL/TLS
- Google APIs(SSL)
- ExpressVPN
- HTTP
- Google Static Content(SSL)
- Amazon CloudFront
- Google

Commack 83 GB downloaded



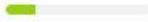






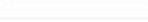

- HTTP Protocol over TLS SSL
- Netflix
- iCloud
- HTTP
- Web File Transfer
- iTunes/App Store
- Nintendo
- Google APIs(SSL)
- Google
- Amazon

Kings Park 114 GB downloaded





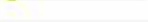


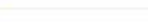
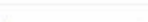


- HTTP Protocol over TLS SSL
- Nintendo
- iTunes/App Store
- iCloud
- Amazon
- HTTP
- Amazon CloudFront
- Facebook
- Google APIs(SSL)
- Youtube

- **Top 10 Website Categories Visited in December From Patron Computers:**












Commack

#	RATING NAME	SESSIONS	
		COUNT 	PERCENTAGE
1	Information Technology/Computer	999.42K	 39%
2	Business and Economy	539.35K	 21%
3	Advertisement	249.82K	 9%
4	Parked Domains	155.65K	 6%
5	Computer and Internet Security	142.35K	 5%
6	Training and Tools	99.25K	 3%
7	Search Engines and Portals	76.14K	 3%
8	Content Delivery Networks	51.88K	 2%
9	Shopping	31.31K	 1%
10	Web Communications	22.58K	 0%

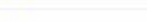
Kings Park

#	RATING NAME	SESSIONS	
		COUNT 	PERCENTAGE
1	Information Technology/Computer	908.23K	 44%
2	Business and Economy	451.46K	 22%
3	Advertisement	127.98K	 6%
4	Parked Domains	125.32K	 6%
5	Computer and Internet Security	110.03K	 5%
6	Search Engines and Portals	54.74K	 2%
7	Training and Tools	42.51K	 2%
8	Content Delivery Networks	35.33K	 1%
9	Shopping	27.23K	 1%
10	Arts/Entertainment	25.08K	 1%

Nesconset

#	RATING NAME	SESSIONS	
		COUNT 	PERCENTAGE
1	Information Technology/Computer	1.60M	 41%
2	Business and Economy	1.04M	 26%
3	Advertisement	314.25K	 8%
4	Computer and Internet Security	261.99K	 6%
5	Search Engines and Portals	128.19K	 3%
6	Training and Tools	93.96K	 2%
7	Content Delivery Networks	88.40K	 2%
8	Shopping	65.38K	 1%
9	Arts/Entertainment	39.19K	 1%
10	Social Networking	32.84K	 0%

Smithtown

#	RATING NAME	SESSIONS	
		COUNT 	PERCENTAGE
1	Information Technology/Computer	1.64M	 40%
2	Business and Economy	1.01M	 25%
3	Advertisement	288.90K	 7%
4	Parked Domains	241.81K	 6%
5	Computer and Internet Security	224.12K	 5%
6	Search Engines and Portals	123.26K	 3%
7	Content Delivery Networks	89.20K	 2%
8	Training and Tools	79.16K	 1%
9	Shopping	40.24K	 1%
10	Web Communications	39.00K	 0%

Public Relations

Museum Passes: The Library recently added museum passes for the Long Island Science Center. The pass is now live on our homepage. In addition, we have renewed our membership to the Lt. Michael Murphy Navy Seal Museum; however, this venue is now accepting printable passes. As a result, we have switched from circulating a physical pass to a printable pass.

Passport Acceptance Facility Statistics: The new year promises to be an eventful one, as trainees in the PAF are now hosting their own appointments and efforts are being made to transition from booking appointments manually to using scheduling software. The December stats are as follows: 49 Passport Reference Questions and 42 Applications Processed. The Library collected a total of \$504 (36 taken) in passport photo fees. Total revenue for the Library was \$1,974.

Flag Collection Box: During the month of December, 24 American flags were deposited in the flag collection box that is located at the front entrance of our Smithtown building.

Outreach and Library of Things Statistics: The statistics for the month of December are as follows: Library of Things Circulation—The Library had a total of 197 items that circulated. Hotspots—The Library had 119 hotspots circulate. Nursing Home Visits—The Library had 4 visits. There was a total of 33 people in attendance. The Library did not process any new library cards. There were 147 transactions. All Abilities Programs—The Library had 5 sessions. There was 1 outreach session. There were 84 people who attended the sessions.

LearnLab Happenings: The LearnLab served a total of 281 patrons for the month of December. The LearnLab continues to create gift card holders for the monthly Bingo program (20 per month) and has also begun engraving pencils as prizes for our avid Bingo patrons. On Friday, December 29, Dawn Bauer hosted a Cricut Crafts program. The program was called “**Build Your Own Snowman**”, and the kids, ages 6-10, used a variety of shapes and stencils cut with the Cricut to build and customize their snowman art. It was a great opportunity for them to practice their fine motor skills by using the stencils with dot markers and colored pencils. The LearnLab had an influx of ornament projects due to the examples the staff had created and hung in the windows during the holiday season. On January 4, Librarian Jessica Park held “**All About 3D Printing**”, an introductory 3D printing and design program for kids 5-7. She started the program by giving a tour of the space, followed by going over the basics of our 3D printers, then spent the rest of class showing the kids how they can turn their drawings into three-dimensional keychains using Tinkercad. The program was totally full and a huge hit among the kids and their grownups. Library Assistant Carrie George hosted a “**Hot Cocoa Wood Sign**” in the LearnLab on January 10. Patrons are becoming more interested in the LearnLab and the programs that Carrie will be hosting for adults in 2024.

Teen Services: Teens at the Smithtown Building had a fun Friday evening on December 29 at our Teen Snowy Social. They battled one another on the Nintendo Switch, made snowflake pillows, played games, and ate pizza. It was a fun addition to their winter break from school. The Teen Department, as a whole, hosted 33 programs during the month of December.

2024 Dennis Cannataro Family Summer Concert Series: Julie DeLaney, our Head of Community Services, was able to reserve the showmobile on January 2, which will be used for this summer's concert series. The first concert will be held on Thursday, July 11. We are currently awaiting the official approval letter from the County about the Grant, which is courtesy of Legislator Rob Trotta, and once we do we can begin the planning process of booking bands to perform.

Library Tagline: Last year the Library began the process of rebranding itself. As a result, we now have a new logo and revamped website. To further identify our brand and then implement a social media marketing plan to promote ourselves, a memo was sent out to our staff on January 8 and invited them to participate in a contest to submit a tagline. The goal of the invitation is to express staff appreciation and to keep them apprised of organizational growth goals. A copy of the memo is attached to my report.

The new tagline will be used in our Library monthly newsletter, Spotlight, social media, homepage, etc. The deadline to submit an entry is February 1 and a panel of selected staff will select the winning tagline.

Workshop Program: I'm happy to report that two of our Smithtown building Children's Librarians, Christine Baum and Jessica Park, have been selected as presenters at the Children's Summer Reading Workshop: Summer Program Ideas for Children. This is a virtual state-wide meeting in which librarians from New York State are selected to present program ideas to other children's librarians. Derek Ivie from SCLS reached out to children's librarians in Suffolk County to submit program ideas, and Jessica and Christine's were selected. The meeting is to be held on Thursday, February 15.

Jeans Day: Library staff participated in a jeans day on Wednesday, December 20. In the process, the Library raised \$230 and the proceeds were donated to the Smithtown Food Pantry.

Conferences and Meetings and Workshops

On Wednesday, January 3, I attended a PALS Executive Board meeting held via Zoom.

On Tuesday, January 9, I attended a Nassau/Suffolk Diversity Committee meeting held via Zoom.

On Thursday, January 11, I attended a Smithtown Sunrise Rotary Club meeting held at the Millennium Diner in Smithtown.

Respectfully Submitted,



Robert Lusak, Library Director

January 11, 2024



Administration and Business Offices: 148 Smithtown Boulevard, Nesconset, NY 11767
Phone (631) 360-2480 Fax (631) 693-2315

MEMO

TO: All Staff
FROM: Robert Lusak, Library Director *RL*
DATE: January 8, 2024
RE: Contest – Library Tagline

We are quickly approaching one year since we launched our new logo and website. This year, we are going to add a tagline to further enhance our branding.

Creativity and innovation is abundant amongst our staff members. Therefore, I am inviting all of you who are interested to submit your ideas for a tagline that will be used in our Newsletter, Spotlight, social media, website, etc. The prize for the winning tagline is a \$10 gift card.

A panel of select staff members will choose the winning tagline.

Please submit your ideas via email to lmauceri@smithlib.org no later than Thursday, February 1.

Good luck and I look forward to seeing all of your ideas.

DECEMBER - 2023 MONTHLY STATISTICAL REPORT - ALL BUILDINGS

LIBRARY COLLECTION	Item	2022	Current	YTD	Current	YTD	YTD Net	Approximate
	Code	Holdings	Additions	Additions	Withdrawals	Withdrawals	Changes	Holdings
Adult Fiction Books	1	81,993	667	7,995	428	7,892	103	82,096
Adult Nonfiction Books	2	102,726	406	5,035	1,237	8,268	(3,233)	99,493
Subtotal Adult Books		184,719	1,073	13,030	1,665	16,160	(3,130)	181,589
Juvenile Fiction Books	3	60,041	347	4,977	195	3,200	1,777	61,818
Juvenile Nonfiction Books	4	33,032	121	1,313	211	2,592	(1,279)	31,753
Subtotal Juv Books		93,073	468	6,290	406	5,792	498	93,571
Subtotal All Books		277,792	1,541	19,320	2,071	21,952	(2,632)	275,160
Adult Periodical (Serial)	5	10,358	450	6,298	612	5,940	358	10,716
Juvenile Periodical (Serial)	s	292	17	259	67	436	(177)	115
Subtotal Magazines		10,650	467	6,557	679	6,376	181	10,831
Adult Audio Recordings	a	21,276	58	1,079	18	1,442	(363)	20,913
Juvenile Audio Recordings	v	1,519	4	48	7	280	(232)	1,287
Subtotal Audio Recordings		22,795	62	1,127	25	1,722	(595)	22,200
Adult Video Recording	6	36,899	217	1,769	717	1,545	224	37,123
Juvenile Video Recording	j	7,072	12	275	8	345	(70)	7,002
Subtotal Video Recording		43,971	229	2,044	725	1,890	154	44,125
Subtotal Adult A/V		58,175	275	2,848	735	2,987	(139)	58,036
Subtotal Juvenile A/V		8,591	16	323	15	625	(302)	8,289
Subtotal All A/V		66,766	291	3,171	750	3,612	(441)	66,325
Other	9	782	0	94	1	23	71	853
Grand Total Library Collection		355,990	2,299	29,142	3,501	31,963	(2,821)	353,169
								353,169
PEOPLE VISITED LIBRARY		Current	YTD		PATRON REGISTRATIONS	Current	YTD	
Building Visits		27,932	378,069		Adult Registrations	298	4,211	
Website		26,996	382,816		Juvenile Registrations	63	1,281	
					Total Borrower Registrations	361	5,492	
CIRCULATION TRANSACTIONS		Current	YTD					
Checkouts		24,451	367,026					
Renewals		29,128	329,720		YTD Self Check	YTD Online	YTD Txt Msg	
Downloadable Check-Outs		28,099	373,209		15,513	(not applic.)	(not applic.)	
Hot Spot Check-Outs		197	1,557		425	318,176	0	
Library of Things		119	2,715		<i>Included in Circulation Transaction totals at left.</i>			
Grand Total Library Circulation		81,994	1,074,227					
INTERLIBRARY LOAN		Current	YTD		SERVICES			
Borrowed		3,658	49,165			Current	YTD	
Loaned		3,435	52,261		Curbside Visits	11	128	
Total Interlibrary Loan		7,093	101,426		FAX (Pages)	1,144	17,738	
					LearnLab Uses	281	1,326	
RESERVES PLACED		Current	YTD		Microfilm	3	31	
		6,680	101,600		Museum Pass	108	1,970	
					Notary	438	6,021	
COMPUTER USE		Current	YTD		SCANNING			
Adult		1,869	26,380		Station Sessions	40	533	
Juvenile		330	5,124		Patron Printer Pgs	1868	26875	
Total Computer Internet Use		2,199	31,504					
REFERENCE TRANSACTIONS		Current	YTD		PASSPORT ACCEPTANCE FACILITY			
Adult Reference		5,643	79,352			Current	YTD	
Juvenile Reference		2,121	37,778		Passport Ref. Questions	49	821	
Total Reference Transactions		7,764	117,130		Applications Processed	42	631	
					Passport Photos Taken	36	492	
LIBRARY WIDE VIRTUAL REFERENCE		Current	YTD		Revenue	\$ 1,974.00	\$ 26,301.00	
Chat		126	1,649					
Email		92	873					
Social Media		0	34					
<i>*Phone (Used during emergency closures.)</i>								
LIBRARY PROGRAMS		Current	Current	YTD	YTD	YTD Avg.		
		Sessions	Attendance	Sessions	Attendance	Attendance		
Adult Programs		183	1,053	1,623	13,213	8		
Young Adult Programs		36	466	460	4,648	10		
Juvenile Programs		92	1,775	1,339	30,910	23		
Special Events/Other Programs		1	50	9	5,680	631		
Total Library Programs		312	3,344	3,431	54,451	16		
SUMMER READING PROGRAM		Registered	Sessions	Attendance				
Juvenile		2211	202	5,167				
Young Adult		248	108	905				
Adult		384	NA	NA				

Circulation Activity by Library - December 2023 - Systemwide Totals

Checkouts and renewals are based on activity done on each library's terminals - not the library's items

LIBRARY	Year To Date Total Checkouts and Renewals	Last Year To Date Total Checkouts and Renewals	This Month Total Checkouts and Renewals	Checkouts	Checkins	Renewals	Holds	Recall	Total	%
<u>TOTAL FOR SMITHTOWN</u>	<u>362,355</u>	<u>359,138</u>	<u>24,230</u>	<u>23,474</u>	<u>25,486</u>	<u>756</u>	<u>2,389</u>	<u>0</u>	<u>52,105</u>	<u>0</u>
223-Sachem	221,009	227,377	14,677	14,333	15,186	344	1,114	0	30,977	3.4%
260-Emma S Clark	215,677	222,599	15,925	15,630	16,512	295	693	0	33,130	3.6%
208-Comsewogue	136,899	139,924	9,326	8,979	10,153	347	686	0	20,165	2.2%
216-Longwood	135,153	124,065	9,489	8,916	12,240	573	1,472	1	23,202	2.5%
231-South Huntington	122,119	117,749	8,468	8,118	9,336	350	438	1	18,243	2.0%
<u>226-Smithtown-Main</u>	<u>118,724</u>	<u>117,988</u>	<u>8,009</u>	<u>7,791</u>	<u>8,417</u>	<u>218</u>	<u>827</u>	<u>0</u>	<u>17,253</u>	<u>1.9%</u>
213-Harborfields	109,578	109,706	7,796	7,583	7,643	213	584	0	16,023	1.7%
244-Center Moriches	104,928	103,855	6,456	6,265	6,637	191	533	0	13,626	1.5%
219-Northport-Main	102,701	100,255	7,769	7,319	7,519	450	693	0	15,981	1.7%
239-Patchogue Medford	98,490	101,442	7,079	6,673	7,180	406	622	0	14,881	1.6%
211-HHL-Dix Hills	96,588	95,331	7,226	6,954	7,039	272	855	3	15,123	1.6%
215-Lindenhurst	85,241	44,320	5,636	5,317	5,872	319	417	0	11,925	1.3%
<u>227-Smithtown-Commack</u>	<u>84,718</u>	<u>86,623</u>	<u>5,365</u>	<u>5,246</u>	<u>5,839</u>	<u>119</u>	<u>568</u>	<u>0</u>	<u>11,772</u>	<u>1.3%</u>
214-Islip	84,296	79,758	6,053	5,956	6,131	97	419	0	12,603	1.4%
<u>228-Smithtown-Kings Park</u>	<u>82,260</u>	<u>81,905</u>	<u>5,741</u>	<u>5,535</u>	<u>5,733</u>	<u>206</u>	<u>462</u>	<u>0</u>	<u>11,936</u>	<u>1.3%</u>
224-Sayville	81,149	80,555	5,482	5,257	5,995	225	540	0	12,017	1.3%
221-Port Jefferson	77,229	75,539	5,276	5,153	5,367	123	370	0	11,013	1.2%
210-East Islip	76,879	75,704	5,138	5,004	5,715	134	319	0	11,172	1.2%
<u>229-Smithtown-Nesconset</u>	<u>76,653</u>	<u>72,622</u>	<u>5,115</u>	<u>4,902</u>	<u>5,497</u>	<u>213</u>	<u>532</u>	<u>0</u>	<u>11,144</u>	<u>1.2%</u>
203-Brentwood	74,024	74,375	5,647	5,390	5,421	257	507	13	11,588	1.3%
233-West Islip	73,730	76,174	4,699	4,644	5,109	55	292	0	10,100	1.1%
230-South Country	71,960	74,943	4,828	4,527	4,981	301	440	1	10,250	1.1%
250-Riverhead	68,870	70,998	4,499	4,304	4,785	195	435	0	9,719	1.1%
255-Rogers Memorial	67,825	67,619	4,246	4,089	4,574	157	371	0	9,191	1.0%
232-West Babylon	66,207	75,765	4,498	4,413	4,747	85	261	0	9,506	1.0%
207-Commack	65,999	64,363	4,569	4,356	4,606	213	575	0	9,750	1.1%
259-Bayshore-Brightwaters	65,506	62,419	4,209	3,753	4,175	456	424	0	8,808	1.0%
225-North Shore	65,236	60,097	4,490	3,974	6,295	516	465	0	11,250	1.2%
220-Northport-East Northport	65,081	66,631	4,527	4,219	5,012	308	432	0	9,971	1.1%
202-Bayport	64,130	68,699	4,391	4,070	4,087	321	379	0	8,857	1.0%
234-Westhampton	55,044	56,074	3,214	3,055	3,140	159	314	0	6,668	0.7%
246-Hauppauge	54,745	56,578	3,485	3,364	3,457	121	294	0	7,236	0.8%
245-Hampton Bays	53,632	54,505	3,529	3,352	3,792	177	298	0	7,619	0.8%
201-Babylon	52,540	53,509	3,431	3,382	3,385	49	214	0	7,030	0.8%
252-East Hampton	49,268	51,656	3,075	2,996	3,161	79	228	0	6,464	0.7%
218-North Babylon	48,615	45,163	3,901	3,687	3,754	214	301	1	7,957	0.9%
240-Huntington Main	46,809	46,350	3,213	3,007	5,684	206	591	0	9,488	1.0%
205-Central Islip	42,007	37,340	2,684	2,556	2,587	128	141	0	5,412	0.6%
200-Amityville	38,678	45,166	2,530	2,487	2,575	43	219	0	5,324	0.6%
206-Cold Spring Harbor	38,101	37,260	2,537	2,300	2,392	237	292	0	5,221	0.6%
243-Deer Park	36,107	37,842	874	797	1,658	77	119	0	2,651	0.3%
264-Copague	31,777	39,655	2,495	2,403	2,451	92	263	0	5,209	0.6%
251-Elwood	31,525	35,678	1,971	1,896	2,159	75	351	0	4,481	0.5%
209-Cutchogue	30,835	33,529	2,042	1,856	1,845	186	151	0	4,038	0.4%
265-Mastic-Moriches-Mastic Be	30,293	0	2,034	1,892	2,372	142	230	0	4,636	0.5%
254-Floyd Memorial	30,005	29,632	1,877	1,578	1,602	299	265	0	3,744	0.4%
253-Mattituck-Laurel	29,837	32,360	1,813	1,732	1,744	81	110	0	3,667	0.4%
248-John Jermain	29,183	32,045	2,063	1,977	1,926	86	232	0	4,221	0.5%
212-HHL-Melville	28,161	31,390	1,937	1,829	1,890	108	390	0	4,217	0.5%
247-Southold	27,216	27,583	1,720	1,642	1,747	78	255	0	3,722	0.4%
257-Shelter Island	22,296	22,272	1,340	1,227	1,234	113	260	0	2,834	0.3%
238-Montauk	21,391	19,451	1,315	1,121	1,117	194	129	0	2,561	0.3%
256-Quogue	19,627	18,228	1,213	1,019	1,038	194	125	0	2,376	0.3%
204-Brookhaven	17,780	19,074	1,063	944	1,006	119	96	0	2,165	0.2%
249-Hampton Library	16,122	16,315	1,024	917	956	107	103	1	2,084	0.2%
266-Mastic-Moriches-Moriches	15,507	0	1,334	1,202	1,476	132	144	0	2,954	0.3%
258- Amagansett	14,650	15,994	949	899	865	50	175	0	1,989	0.2%
241-Huntington Station	10,372	9,994	597	544	781	53	89	0	1,467	0.2%
217-Mastic-Moriches-Shirley 1	3,354	50,384	11	5	4	6	48	0	63	0.0%
235-Wyandach	3,208	2,281	228	170	165	58	9	0	402	0.0%
261-Fisher's Island	2,046	1,693	41	41	51	0	0	0	92	0.0%