

# 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, November 18, 2025, at 6:30 p.m. in the offices of the Library located at 3 Indian Head Road, Commack, NY (Commack building).

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

#### READING AND APPROVAL OF MINUTES

1. Approval of MINUTES

- a. *RESOLVED, that the REGULAR MEETING MINUTES of October 28, 2025 be approved as presented (appended).*

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

2. Report of the BUDGET AND FINANCE COMMITTEE

a. TREASURER'S REPORT

*RESOLVED, that the TREASURER'S REPORT for the month ended October 31, 2025 be approved for filing (appended).*

b. WARRANTS

*RESOLVED, that the following WARRANTS be approved for payment:*

<i>i. Warrant #25 - November ("L" fund) PREPAYS</i>	<i>\$ 78,875.54</i>
<i>ii. Warrant #25 - November ("L" fund) WARRANT</i>	<i>\$ 308,782.31</i>
<i>iii. Warrant #25 - November ("M" fund) WARRANT</i>	<i>\$ 7,135.30</i>
<i>iv. Warrant #25 - November (PAYROLL #22 – 10/24/25)</i>	<i>\$ 274,003.60</i>
<i>v. Warrant #25 - November (PAYROLL #23 – 11/7/25)</i>	<i>\$ 276,987.18</i>

c. PREPAYMENT – NYS Retirement Annual Invoice

*RESOLVED, that the Board of Trustees of The Smithtown Library authorizes the Business Manager to prepay the 2026 NYS Retirement annual invoice, due December 15, 2025, for \$1,036,856 (NOTE: the prepayment amount recognizes a discount of \$7,980.00).*

3. Report of the PERSONNEL COMMITTEE

a. RESOLUTION TO ESTABLISH THE TERMS OF EMPLOYMENT OF PART-TIME GUARDS

*WHEREAS, on December 18, 2018, a Memorandum of Agreement between the Library and CSEA 1000, AFSCME, AFL-CIO, Suffolk County Local 852, Unit 8349 was executed to exclude the position of "Guard" (Non-Competitive Civil Service Title) from the unit;*

*WHEREAS, on March 19, 2019 the Board of Trustees of The Smithtown Library approved the establishment of the part-time position of (the Civil Service title of) Guard; and*

*NOW THEREFORE BE IT RESOLVED, that it is the Board's intent to appoint no more than 20 part-time Guards to serve, not to exceed twenty-five (25) hours per week, at a salary based upon the New York Wage rate for Unarmed Security Guards in Suffolk County, as published and updated by the New York State Department of Labor (the current hourly rate is set at \$22.62); and*

*BE IT FURTHER RESOLVED, that each part-time Guard will be reported to the New York Department of State, Division of Licensing Services under the Library's Unique ID number, together with the set fee per Guard, as required by the New York State General Business Law; and*

*BE IT FURTHER RESOLVED, that each Guard appointed will execute a Memorandum of Agreement setting forth the terms and conditions of their employment (appended).*

4. Report of the BUILDINGS AND GROUNDS COMMITTEE

5. Report of the COMMUNICATIONS COMMITTEE

6. Report of the STRATEGIC PLANNING COMMITTEE

a. **REPEALED POLICY** – **The Smithtown Library Long Range Plan of Service 2020-2025**  
[Policy 200-20] (1<sup>st</sup> reading)

*WHEREAS, section 90.2 of the Regulations of the Commissioner of Education requires public libraries to have a board-approved, written long-range plan of service and maintain facilities to meet community needs, including adequate space; and*

*WHEREAS, the Constitution and statutes of New York authorize and encourage local governments to cooperate in the interest of the public good; and*

*WHEREAS, the Long-Range Planning Committee has formulated a plan of service that it believes is fair and feasible;*

*NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of The Smithtown Library affirms and approves the plan of service, all as set forth in the terms stated hereinafter.*

**1. Library Mission Statement.**

*The mission of The Smithtown Library ("Library") shall be a commitment to providing for the lifelong learning and information service needs of the community.*

## **2. Motto.**

*Creating Lifelong Learners of All Ages.*

## **3. Vision Statement.**

*The Smithtown Special Library District will be recognized in the community as a major contributor in the delivery of information resources, education, self-advancement, entertainment, recreation opportunities, intellectual growth, cultural vibrancy, and economic well-being.*

## **4. Core Values – WE CARE.**

*Welcoming Environment  
Exceptional Library Service  
Committed to Intellectual Freedom  
Access for All  
Remain Inclusive  
Empower*

- *Welcoming Environment – We are committed to being safe and welcoming. Our policies and practices ensure safety for the public and the staff, and provide a comfortable, inclusive and non-judgmental place to gather, interact and discover.*
- *Exceptional Library Service – We are committed to providing prompt, objective, confidential, and knowledgeable responses to requests for assistance.*
- *Committed to Intellectual Freedom – We are committed to intellectual freedom and the need for the library collection to represent many points of view. Individuals are responsible for making their own choices regarding appropriateness of material, and parents/guardians are responsible for the choices made for their children.*
- *Access for All – We serve all users fairly and equitably, and are committed to removing physical obstacles for all potential library users. We are committed to providing basic library services at no charge, though some optional services may carry a fee.*
- *Remain Inclusive – We honor diversity and inclusion. We seek to represent all people in our collections, programs, services, workforce and other areas.*
- *Empower – We are committed to assisting and supporting all users with all their goals and interests.*

## **5. Library History.**

*The Smithtown Special Library District is an independent special library district chartered by the Board of Regents of the State of New York to serve the residents of the Town of Smithtown excluding areas served by the Sachem Public Library and the Emma S. Clark Memorial Library. The Library District is located in the Town of Smithtown, New York. The Library operates four full service library buildings located in Smithtown, Commack, Kings Park and Nesconset. The Library is a member of the Suffolk Cooperative Library System (“SCLS”), which was founded in 1961 and is one of 23 cooperative public library systems providing services to over 740 public libraries throughout New York State. The Library is Long Island’s largest library in terms of population and the second largest in terms of square miles served at 53.9.*

The Library was chartered as an Association Library in 1911 and the Library's first permanent building opened on August 12, 1912. That building was moved to its present location in 1950. In 1952, the Library was re-chartered as a municipal library. Chapter 193 of the Laws of 2001 authorized the independent establishment of a special public library district, subject to referendum. On November 6, 2001, Town residents voted in a town-wide referendum to establish The Smithtown Special Library District. Accordingly, the Library operates as an independent tax district. On April 30, 2002, the Library held its first Budget Vote and Trustee Election.

The Library offers Town residents a full program of public library services. In addition to traditional resources, the Library has integrated modern technologies into every aspect of its services. The Library is also noted for its wide range of Adult, Teen, and Children's programming and an outstanding electronic media collection. The Library serves approximately 115,000 Town residents including the hamlets of Commack, Fort Salonga, Hauppauge, Kings Park, Nesconset, Saint James, and Smithtown.

## **6. Goals and Objectives.**

**Goal #1: PATRON SERVICES** – The Library commits to constantly supporting and assisting Children, Teens, and Adult users with all their Library needs.

- **Objective 1** – Developing lifelong readers and prepare children for school.
- **Objective 2** – Encouraging reading through innovative and exciting programs from birth to teens.
- **Objective 3** – Engaging adult readers through book discussions, age appropriate reading programs, and other interactive and instructional services.
- **Objective 4** – Staff happily assisting users with locating materials, using finding resources, and checking out materials.
- **Objective 5** – Create and support unique and innovative collections and services, such as the Patent and Trademark Resource Collection, Passport Acceptance Facility and Notary Services.
- **Objective 6** – Evaluate and create relevant, timely plans to assess and/or reassess hours of operations for our community in order to provide the highest level of patron access to services, while being fiscally responsible.
- **Objective 7** – Assist staff to offer the best possible service to our users by allowing staff opportunities for professional development.

**Goal #2: PROGRAMS** – Residents will have access to a variety of innovative programs for all age groups that will meet the needs and interests of all members of the Smithtown Community.

- **Objective 1** – Create and offer literacy based programs that support reading fundamentals.
- **Objective 2** – Contract with specialists to provide cultural and educational programs that members of the community may not otherwise have an opportunity to experience.
- **Objective 3** – Offer relevant technology-based programs to assist patrons with training and instruction of devices, software, websites, programs, etc.
- **Objective 4** – Offer entertainment and craft programs for people's recreational interests.
- **Objective 5** – Volunteer programs and activities to give back and support our community.



**Goal #3: COLLECTIONS** – Maintain and enhance our collections, resources and information with an emphasis on reading materials and research services.

- **Objective 1** – Maintain the integrity of our collections by providing a quality collection of materials in current and emerging formats that reflect borrowing trends, interests, changing habits and the use patterns of the community.
- **Objective 2** – Evaluate allocations of funds for all resource formats.
- **Objective 3** – Acquire new formats as appropriate.
- **Objective 4** – Continually evaluate print, audio-visual, and digital collections to determine usefulness, timeliness, accuracy and other criteria for keeping, adding to or withdrawing from the collection.
- **Objective 5** – Provide access to resources that support genealogy and local history research, specifically with our Long Island Room Local History Collection.
- **Objective 6** – Maintain integrity of catalog database.
- **Objective 7** – Promote the use of interlibrary loan services as needed to enhance the collections.
- **Objective 8** – Create and support literacy and authorship by creating space and cataloging items for a Local Author Collection.

**Goal #4: TECHNOLOGY** – Library patrons will have access to a broad range of technology. Ensure Smithtown residents have access to established and emerging information technologies as well as opportunities to achieve technological literacy.

- **Objective 1** – Maintain a network of public computers that meets the essential technology needs of our patrons, including but not limited to software, online catalog, databases and the Internet.
- **Objective 2** – Provide the necessary peripheral equipment such as printers and scanners for public use to meet the needs and desires of patrons.
- **Objective 3** – Provide wireless access to the Internet both within our physical buildings and by loaning out mobile WiFi hotspots to Library cardholders.
- **Objective 4** – Update the Library's website to offer the latest information about services, and links to Library resources and catalog.
- **Objective 5** – Provide relevant technology training opportunities that meet patron needs.
- **Objective 6** – Continually assess the condition of computers, printers, and related equipment and replace/update as necessary.
- **Objective 7** – Spark creativity and discovery by designating space for new technologies such as 3-D printers.

**Goal #5: PUBLIC RELATIONS AND MARKETING** – The Library will develop a comprehensive public relations strategy to increase visibility in the community and raise the public's awareness of the many services that the Library has to offer.

- **Objective 1** – Create flyers, newsletters, seasonal mailings (Spotlight) to highlight Library programs and services.
- **Objective 2** – Attend PTA meetings, offer class visits and other related activities to support educational goals and objectives.
- **Objective 3** – Attend local fairs, Town days, parades and other community-based events to connect with our community.

- **Objective 4** – Provide delivery of library materials and services to homebound patrons and residents of nursing homes.
- **Objective 5** – Create content for social media and the Library’s website to engage the community in a non-traditional method of publicity.
- **Objective 6** – Issue timely press releases of Library activities, special events and programs.

**Goal #6: FACILITIES MANAGEMENT** – The Library strives to create and maintain safe physical locations for all staff and Library users.

- **Objective 1** – Offer relevant, appropriate in-person and digital trainings on topics that relate to health, safety, wellness and a healthy work environment.
- **Objective 2** – Review regularly all policies and procedures related to patron behavior, order, safety and security.
- **Objective 3** – Work with local police department to develop active shooter and workplace violence plans and training sessions.
- **Objective 4** – Coordinate necessary inspections, maintenance services and testing for equipment in a timely manner.
- **Objective 5** – Partner with others, such as local government agencies via inter-municipal agreements, submitting for grant monies from the State and local businesses, and utilizing cooperative programs coordinated by entities such as SCLS and Suffolk County Government (SuffolkShare) to take advantage of cooperative and competitive pricing opportunities that save our community significant tax dollars on their purchases.
- **Objective 6** – Maintain interior spaces by providing ongoing maintenance and repairs such as cleaning, painting, upgrading and replacing as needed.
- **Objective 7** – Maintain exterior grounds with appropriate staff and/or outside vendors to address lawns, parking lots, roofs, snow removal, and repairs of sidewalks and asphalt.
- **Objective 8** – Periodically review space and function allocations to reflect community needs and demands.

## **7. Amendments.**

*This resolution may be amended at any regular business meeting of the Board of Trustees by a two-thirds vote of the entire membership, provided the amendment has been submitted in writing at the previous regular business meeting.*

## **b. ADOPT POLICY – The Smithtown Special Library District Long Range Plan of Service 2026-2030** [Policy 200-20] (1<sup>st</sup> reading)

### **1. Mission Statement**

*“The Smithtown Special Library District is dedicated to providing access to diverse information, lifelong learning and entertainment resources through outstanding service for all residents of the Library District via multiple facilities consisting of the Smithtown Main Library and three full-service branches: The Commack Branch Library, the Kings Park Branch Library, and the Nesconset Branch Library.”*

### **2. Motto / Tagline**

*Enriching Our Community*

### **3. Vision Statement**

*The Library strives to be recognized in the community as a major contributor in the delivery of information resources that encourage and promote education, self-advancement, entertainment, recreation opportunities, intellectual growth, cultural vibrancy, and economic well-being.*

### **4. Library History**

*The Library is an independent “special library district” chartered by the Board of Regents of the State of New York to serve the residents of the Town of Smithtown (excluding areas served by the Sachem Public Library and the Emma S. Clark Memorial Library). The Library District is located in the Town of Smithtown, County of Suffolk, State of New York. The Library operates four full service library buildings located in Smithtown, Commack, Kings Park and Nesconset. The Library is a member of the Suffolk Cooperative Library System (“SCLS”), which was founded in 1961 and is one of 23 cooperative public library systems providing services to over 740 public libraries throughout New York State. The Library is Long Island’s largest library in terms of population served and the second largest in terms of square miles at 53.9.*

*The Library was chartered as an Association Library in 1911 and the Library’s first permanent building opened on August 12, 1912. That building was moved to its present location on North Country Road in 1950. In 1952, the Library was re-chartered as a municipal town library. Chapter 193 of the Laws of 2001 authorized the statutory establishment of a special public library district, subject to referendum. On November 6, 2001, Town residents voted in a town-wide referendum to establish The Smithtown Special Library District. Accordingly, the Library operates as an independent tax district. On April 30, 2002, the Library held its first Budget Vote and Trustee Election.*

*The Library offers Town residents a full complement of public library services. In addition to availing its patrons of traditional resources, the Library has integrated modern technologies into every facet of its services. The Library is also noted for its broad range of Adult, Teen, and Children’s programming and an outstanding electronic media archive. The Library serves approximately 115,000 Town residents, including the hamlets of Commack, Fort Salonga, Hauppauge, Kings Park, Nesconset, Saint James and Smithtown.*

### **5. Collections**

**Goal:** *Establish and maintain fresh, eclectic collections that include both traditional and novel items.*

**Actions:**

- *Regularly evaluate, expand and adjust the Library collection to include books, digital media, audiobooks, e-books, graphic novels, and emergent and noteworthy additions.*
- *Maintain and enhance unique collections such as the Library’s local history and archival collection (Long Island Room), local author collection, “Library of Things” collection and world languages collection.*
- *Consider new formats and technologies to provide cutting-edge offerings.*

### **6. Programming:**

**Goal:** *Assist patrons of all ages to stay engaged with enjoyable, entertaining, informative and relevant materials and programs.*

**Actions:**

- *Create and display additional materials evidencing how reading can promote learning, provide entertainment and advance literacy.*
- *Offer a variety of reading / literacy programs and fun activities.*
- *Offer more special library events for broad consumption by patrons.*
- *Review and adjust programs based on community input.*

**7. Patron Services:**

**Goal:** *Cultivate a considerate and supportive environment in order that Library users and staff may feel confident, comfortable, welcome and safe.*

**Actions:**

- *Encourage the community to share ideas through surveys, suggestion forms, social media, email, and open conversations concerning programs, collections, and other aspects of the Library experience.*
- *Strengthen communication among staff, library administrators, board members and the community.*
- *Provide ongoing training and support for Trustees and Library staff to acquire new skills, improve customer service, and better connect the community and Library.*
- *Maintain and expand unique services such as notary services, the Federal Depository Library (FDLP), the Government Services Department and the Seed Library.*

**Goal:** *Be budget-conscious while offering the highest quality collections and services to meet the needs of the community.*

**Actions:**

- *Ongoing review of the budget in line with offerings.*
- *Seek successful methods to build partnerships with the Library's constituency that optimize the Library's resources.*
- *Actively search to identify, evaluate and solicit grant opportunities.*

**8. Technology:**

**Goal:** *Provide current and useful technologies.*

**Actions:**

- *Add, remove and/or update network equipment and software.*
- *Provide new technologies and devices in the public areas.*
- *Invest in the foremost technology for the LearnLab and podcast studio.*
- *Upgrade the community room's A/V systems.*
- *Maintain policies relating to technologies the Library utilizes and/or provides.*
- *Provide learning opportunities to users of technologies offered by the Library.*
- *Provide network and cybersecurity training to staff.*

**9. Public Relations & Marketing:**

**Goal:** *Improve communications and public relations with the community.*

**Actions:**

- *Redesign and continuously evaluate the monthly newsletter to more effectively promote Library programs and services.*
- *Connect with the community to inform of the various events the Library will be staging.*
- *Provide the community with a clear and consistent message regarding the Library, its services and offerings throughout all four library buildings.*
- *Provide marketing and information packets in various formats to inform patrons of the services and activities the Library offers.*
- *Continue the use and exploration of new and emerging social media platforms.*

**Goal:** *Improve and develop communications and relationships with local organizations and groups.*

**Actions:**

- *Share a clear, consistent message with local organizations and groups regarding the Library and its offerings within all four locations.*
- *Make marketing materials available in different formats to connect with both new and established organizations and groups.*
- *Reach out to local organizations to partner in programs and services that benefit the community.*
- *Provide services to seniors located in nursing homes, senior centers, and senior living communities.*
- *Offer outreach to schools (public and private) from preschool to 12th grade, and encourage local schools to visit the Library by way of tours and programs.*

**10. Facilities Management:**

**Goal:** *Establish a comfortable, efficient, and safe library environment through ongoing reviews of building structures and systems, staff and patron workspaces, security systems, and maintain the cleanliness, functionality and sustainability of the Library facilities.*

**Actions:**

- *Review building systems, such as climate control and air quality.*
- *Assess the comfort and ergonomics of furniture for patrons and staff.*
- *Improve the design of service desks and assure that all desks are accessible, and that organization, storage and workspaces are well-utilized.*
- *Evaluate and review security measures.*
- *Where possible, create private study areas.*
- *Assure that cleaning and maintenance maintains the efficiency, safety, and appearance of the facilities.*

**11. Staff Development:**

**Goal:** *Maximize the potential of each employee by providing development and training opportunities, fostering teamwork, improving communication, responding to employee input, needs and morale.*

**Actions:**

- *Identify training opportunities for staff; improve cross-training between Library departments.*

- Promote a positive work culture through meetings, team building exercises and improved communication.
- Continue to provide customer service and safety training for new employees and refresher training opportunities for incumbent employees.

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

### UNFINISHED BUSINESS

#### 8. REVISED POLICY – Program Policy [Policy 700-170] (2<sup>nd</sup> reading)

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

*Programming is offered as a Library resource. Its purpose is to ~~promote~~ **advance the well-being and knowledge of patrons who utilize** Library materials, facilities, **and/or** services, as well as **to** provide cultural, educational, and recreational enrichment to the community.*

**The Smithtown Library participates in the Sustainable Libraries Initiative and will consider and promote, whenever possible, programs and planning that support environmental stewardship, economic betterment, and societal advancement.**

*Selection of Library-approved program topics, speakers, courses, classes, and resource materials ~~should~~ **will** be made by Library staff on the basis of the interests and needs of Library users and the community.*

*Library programs are offered as **the** availability of staff, funds and other resources allow **permit**.*

*The Library may partner with another agency, community organization, or the Friends of the Library ~~when~~ **in** presenting programs.*

*Library programs will generally be provided at **on a** “no charge” ~~except~~ **basis except** as noted below.*

- *The Library may charge a fee, payable to the Library, for programs to defray the expense of the presentation only in those circumstances when, in the ~~assessment~~ **determination** of the Library, such is warranted on the basis of the program’s value.*
- *In a workshop situation a participant may be charged for the cost of materials used.*
- *The Library may charge a fee for programs where the number of registrants is ~~restricted~~ **limited** and individual certification or instruction is provided.*
- *Public programs planned for ~~Library~~ fund-raising by the Friends of the Library may include an admission charge with approval of the Library Director.*

*Library programs must be non-commercial in nature. Although a businessperson or other professional expert may present a program, the information offered should always be generic in nature. No solicitation of business or sale of products is permitted except as noted below:*

- Because the Library ~~wants~~ **seeks** to encourage reading, writing, and an appreciation for literature and music, exceptions are made for authors selling copies of their books and artists selling recordings of their music.
- The Friends of the Library may sell items at Library programs they sponsor for the purpose of Library **Friends** fund-raising.

In the process of presenting a program, a speaker may include informational material that may be distributed; however, the material may contain only information that is generic **non-commercial** in nature.

Under no circumstances may a speaker/presenter solicit personal information from program attendees. All informational material distributed at a program, including press releases and other promotional material, must be approved in advance by the Library Director or Program Coordinator.

All children's programs are to be carefully planned to meet the developmental needs and interests of a particular age group. Access to programming may be limited to specific ages depending on the nature of the program, and at the discretion of the presenter or the Library staff member in charge. It is in the best interests of all ~~the~~ children ~~concerned~~ **attendees** that age requirements specified for each program be adhered to.

The Library Board supports the creation of reasonable rules for attendance requirements, **including limiting registration to Library district residents and requiring registration.**

The Library does not offer programs that ~~support or oppose~~ **proselytize** a specific religious conviction. Holiday programs may be offered. The Library will endeavor to provide programs that reflect the community's **religious** diversity.

The Library does not offer programs that support or oppose any political candidate or ballot ~~measure~~ **propositions**; however, election information, such as candidates' forums that include invitations to all recognized candidates, may be offered.

In conjunction with its role as an important source of community information, "Town Hall Meetings," ~~an~~ (informal public forums where everyone in a community is invited to attend, voice their opinions, and hear the responses from public figures and elected officials) may be allowed. Town Hall Meetings are not to be ~~associated~~ **held in conjunction** with an election or campaign.

~~Some~~ Programming may ~~involve~~ **provide** food or refreshments.

Library-approved programs are funded in part by the **Library's** operating budget with additional support from grants, contributions or other gifts and donations. Program coordinators may solicit donations from outside sources, in which case, ~~some type of~~ acknowledgement may be noted during the program or in publicity.

Presentation at the Library of ~~any specific idea, strategy, financial plan or investment~~ is not to constitute endorsement of the ~~group's or individual's policies or beliefs~~ **presenter's opinions or positions.** Organizational affiliation of presenters used by the Library in programs and promotions does not constitute endorsement, ~~merely~~ acknowledgement **by the Library.**

The Library welcomes recommendations from residents concerning programming. Questions or concerns should be addressed with an appropriate Library staff member.

*Requests for review of Library programs should be submitted on the “Request for Re-Evaluation of Library Material” (Policy 300-10a) form. Requests for review of Library programs will be considered in the same manner as requests for reconsideration of Library materials.*

*The Library reserves the right to cancel **or postpone** any program.*

## **PUBLIC COMMENTS**

## **NEW BUSINESS**

### **8. DISCUSSION – Meeting Dates for 2026 Yearly Planner**

- i. Date for Annual Organizational meeting – January 2026  
(per Board of Trustees Bylaws, Article IV § 7, meeting to be held during the first week of January).
- ii. Date for 2027 Library Budget Hearing – September 2026  
(meeting to be held no later than the first week of September to meet legal notice deadlines).

### **9. SCLS - 2026 Proposed Operating Budget**

*RESOLVED, that the Board of Trustees of The Smithtown Library does hereby approve/disapprove the proposed SCLS Fiscal Year 2026 Operating Budget (appended).*

10. Next “regular” meeting of the Board of Trustees – December 16, 2025 - 6:30 p.m. – Kings Park building.



**MINUTES  
BOARD OF TRUSTEES  
THE SMITHTOWN LIBRARY  
October 28, 2025**

A regular meeting of the Board of Trustees of The Smithtown Library was held at the Nesconset building, Nesconset, New York, on the 28<sup>th</sup> day of October, 2025. 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, Barbara Deal, Annette Galarza, Howard Knispel and Christopher Sarvis. Trustee Theresa Stabile was absent with prior notice.

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

Library Board President Annette Galarza acted as Chairperson of the meeting.

**READING AND APPROVAL OF MINUTES**

**1. APPROVAL OF MINUTES**

Library Board President Annette Galarza moved to approve the adoption of the following resolution:

- a. *RESOLVED, that the REGULAR meeting minutes of September 16, 2025 be approved as presented.*

The motion was seconded by Trustee Howard Knispel and adopted 6-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis    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 September 30, 2025 be approved for filing (copy of report appended to the original of these minutes).*

The motion was seconded by Trustee Christopher Sarvis and adopted 6-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, Knispel, Sarvis    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:*

i. Warrant #25 - October (“L” fund) PREPAYS	\$ 56,540.36
ii. Warrant #25 - October (“L” fund) WARRANT	\$ 514,257.13
iii. Warrant #25 - October (“M” fund) WARRANT	\$ 446,992.67
iv. Warrant #25 - October (PAYROLL #20 – 9/26/25)	\$ 270,387.08
v. Warrant #25 - October (PAYROLL #21 – 10/10/25)	\$ 318,935.28

The motion was seconded by Trustee Barbara Deal and adopted 6-0 after discussion by the following roll call vote:

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

c. BUDGET TRANSFERS

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

*RESOLVED, that the Board of Trustees of The Smithtown Library authorizes the Business Manager to execute budget transfers for \$1,500.00 to decrease budget line L.4120 RECORDINGS, and increase budget line L.4100 BOOKS for the same amount.*

The motion was seconded by Trustee Mildred Bernstein and adopted 6-0 after discussion by the following roll call vote:

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

d. CERTIFICATE OF RESULTS

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

*RESOLVED, that the Board of Trustees of The Smithtown Library does hereby accept the Library’s Budget Vote and Trustee Election results as presented (appended).*

The motion was seconded by Trustee Barbara Deal and adopted 6-0 by the following roll call vote:

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

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

a. PERSONNEL CHANGES

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

Full-time Appointment:

- i. *Permanent full-time appointment of **Patricia Botter** to the position of Library Clerk, Circulation Department, split between the Nesconset and Commack buildings, at an annual rate of pay of \$59,853.00, subject to a 26-week probationary period, effective October 29, 2025 (to partially fill the vacancy at the Nesconset building created by the retirement of Mary Anne Stevens, effective 8/16/25).*

Part-time Appointments:

- ii. Part-time appointment of **Kathleen Chiara** to the position of Library Clerk, Circulation Department, Commack building, at a rate of pay of \$20.17 per hour, not to exceed 17.5 hours per week, effective November 4, 2025 (to fill the vacancy created by the resignation of Kim Scarpulla, effective 10/31/25).
- iii. Release of **Elliot Metcalf**, from a part-time Librarian Trainee position into a part-time Librarian I position, at an hourly rate of pay of \$35.33, retroactive to September 19, 2025, as per Suffolk County Department of Civil Service regulations.
- iv. Part-time appointment of **Erin Seeley** to the position of Library Clerk, Circulation Department, Commack building, at a rate of pay of \$20.17 per hour, not to exceed 17.5 hours per week, effective October 31, 2025 (to fill the vacancy created by the resignation of Eileen Blum, effective 4/9/25).

Resignations:

- v. Resignation of **Brian Holtje**, Groundskeeper I, effective October 14, 2025.
- vi. Resignation of **Joyce O'Hara**, Page, Kings Park building, effective October 10, 2025.
- vii. Resignation of **Kim Scarpulla**, Library Clerk, Circulation Department, Commack building, effective October 31, 2025.

Leave Request:

- viii. Leave of Absence without pay for **Employee #1261**, effective October 30, 2025 through December 1, 2025.

The motion was seconded by Trustee Christopher Sarvis and adopted 6-0 by the following roll call vote:

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

b. MEETING ATTENDANCE REQUESTS:

Personnel Committee Liaison Barbara Deal moved to approve the adoption of resolution "b":

*RESOLVED, that the following meeting attendance requests set forth hereinafter are hereby approved:*

- a. That **Maggie Moloney**, Librarian III, Children's Department, Smithtown building, be authorized to attend, on paid release time, the online asynchronous microcredential course "Science of Reading Fundamentals", sponsored by SUNY New Paltz, with reimbursement for a registration fee of \$25.00.

- b. That **Nicole Rossano**, Librarian II, Children’s Department, Kings Park building, be authorized to attend, on paid release time, the online asynchronous microcredential course “Science of Reading Fundamentals”, sponsored by SUNY New Paltz, with reimbursement for a registration fee of \$25.00.

The motion was seconded by Trustee Brianna Baker-Stines and adopted 6-0 by the following roll call vote:

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

4. The BUILDINGS AND GROUNDS COMMITTEE:

- a. Architect John Tanzi of John Tanzi Architects, and Construction Manager Nicolas Amoruso of SCC Construction Management Group, presented a summary of the bid documents received and their recommendations for contract awards for the Smithtown Building Lower Level Reconstruction & Associated Work Project. After the discussion, Library Board President Annette Galarza moved to approve the adoption of the following resolutions:
  - i. Upon the recommendation of John Tanzi Architects the Board of Trustees of The Smithtown Special Library District awards to **Fortunato Sons Contracting, Inc.** its bid submitted for General Construction Contract in the amount of \$1,825,777.00.
  - ii. Upon the recommendation of John Tanzi Architects the Board of Trustees of The Smithtown Special Library District awards to **WHM Plumbing & Heating Contractors, Inc.** its bid submitted for Plumbing Contract in the amount of \$235,075.00.
  - iii. Upon the recommendation of John Tanzi Architects the Board of Trustees of The Smithtown Special Library District awards to **RMS Industries of New York, Inc. (dba) Reliance Mechanical** its bid submitted for HVAC Contract in the amount of \$380,000.00.
  - iv. Upon the recommendation of John Tanzi Architects the Board of Trustees of The Smithtown Special Library District awards to **MRJ Industries, Ltd.** its bid submitted for Electrical Contract in the amount of \$807,800.00.
  - v. Upon the recommendation of John Tanzi Architects the Board of Trustees of The Smithtown Special Library District agrees to “piggyback” upon the contract entered into between the Smithtown Central School District (Bid Award #24/25-10 HVAC Equipment Supplies & Services, expiring 3/25/26) and **Klima New York, LLC** for the purchase of an HVAC Multi-Zone Unit (Equipment Only) in the total estimated amount of \$186,875.00.

The motion was seconded by Trustee Howard Knispel and adopted 6-0 after discussion by the following roll call vote:

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

b. AMENDMENT TO SMITHTOWN BUILDING PROJECT OVERSIGHT AND MANAGEMENT

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

*WHEREAS, at the Board of Trustees meeting on December 17, 2024, the Library Director was authorized to enter into an agreement with SCC Construction Management Group to oversee professional services related to the August 19, 2024 flood at the Smithtown Building, for a total contract amount of \$273,000.00; and*

*WHEREAS, the original agreement included a phased fee structure, with a Pre-Construction Phase at \$39,000.00 and a Construction Phase at \$234,000.00; and*

*WHEREAS, the agreement was amended on August 20, 2025, to adjust the timeline and associated fees to better reflect the updated project schedule and scope;*

*NOW THEREFORE BE IT RESOLVED, that the fee structure is further amended as follows:*

*Pre-construction Phase: Extended from eight (8) to ten (10) months, at a monthly rate of \$6,500.00, totaling \$65,000.00 (reflecting the inclusion of September and October 2025).*

*Construction Phase: Reduced from ten (10) to eight (8) months, at a monthly rate of \$19,500.00, totaling \$156,000.00.*

*AND BE IT FURTHER RESOLVED, that the total contract amount is reduced by \$52,000.00, resulting in a revised total of \$221,000.00.*

The motion was seconded by Buildings & Grounds Committee Liaison Christopher Sarvis and adopted 6-0 by the following roll call vote:

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

c. L.I. AUTOMATIC DOORS – Automatic Doors Preventative Maintenance & Repair Services

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

*RESOLVED, that the Board of Trustees of The Smithtown Library does hereby authorize the Library to enter into a contract with Barrier-Free Access Systems, Inc. for the purpose of providing automatic doors preventative maintenance and repair services to the Smithtown, Commack, Kings Park & Nesconset library buildings; said contract to be in effect nunc pro tunc for the period October 11, 2025 through October 10, 2026 for a cost not to exceed \$4,999.60.*

The motion was seconded by Trustee Barbara Deal and adopted 6-0 by the following roll call vote:

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

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

a. Donation – Blackbaud Giving Fund

*RESOLVED, that the Board of Trustees of The Smithtown Library does hereby graciously accept and thank the Blackbaud Giving Fund for the generous donation of Twenty-Five (\$25.00) dollars, 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 Brianna Baker-Stines and adopted 6-0 by the following roll call vote:

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

6. The STRATEGIC PLANNING COMMITTEE

Assistant Library Director Patricia Thomson reported that the Long Range Planning draft is now ready for review. The Library Director has received it, and it has been reviewed by the Library’s Counsel. It is anticipated that the updated Long Range Plan of Service will be included in the November board packets.

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

The Library Director’s report had been submitted previously to the Library Board (copy of report appended to the original of these minutes).

**UNFINISHED BUSINESS**

There was no unfinished business.

**PUBLIC COMMENTS**

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

**NEW BUSINESS**

9. DISCUSSION - Potential Insurance Claim

There was a brief discussion pertaining to an expense paid by the Library for damage on the grounds of the Commack building. It was determined that the Library’s insurance company would file a claim against the individual responsible for the damage.

10. REVISED POLICY – **Program Policy** [Policy 700-170] (1<sup>st</sup> reading)

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

Library Board President Annette Galarza moved to waive the reading of the revised PROGRAM POLICY [Policy 700-170]. The motion was seconded by Trustee Howard Knispel and adopted 6-0 by the following roll call vote:

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

The policy will be reviewed and voted on at the November regular board meeting.

*Programming is offered as a Library resource. Its purpose is to ~~promote~~ **advance the well-being and knowledge of patrons who utilize** Library materials, facilities, **and/or** services, as well as **to** provide cultural, educational, and recreational enrichment to the community.*

**The Smithtown Library participates in the Sustainable Libraries Initiative and will consider and promote, whenever possible, programs and planning that support environmental stewardship, economic betterment, and societal advancement.**

*Selection of Library-approved program topics, speakers, courses, classes, and resource materials ~~should~~ **will** be made by Library staff on the basis of the interests and needs of Library users and the community.*

*Library programs are offered as **the** availability of staff, funds and other resources ~~allow~~ **permit**.*

*The Library may partner with another agency, community organization, or the Friends of the Library ~~when~~ **in** presenting programs.*

*Library programs will generally be provided at **on a** “no charge” ~~except~~ **basis except** as noted below.*

- *The Library may charge a fee, payable to the Library, for programs to defray the expense of the presentation only in those circumstances when, in the ~~assessment~~ **determination** of the Library, such is warranted on the basis of the program’s value.*
- *In a workshop situation a participant may be charged for the cost of materials used.*
- *The Library may charge a fee for programs where the number of registrants is ~~restricted~~ **limited** and individual certification or instruction is provided.*
- *Public programs planned for ~~Library~~ fund-raising by the Friends of the Library may include an admission charge with approval of the Library Director.*

*Library programs must be non-commercial in nature. Although a businessperson or other professional expert may present a program, the information offered should always be generic in nature. No solicitation of business or sale of products is permitted except as noted below:*

- *Because the Library ~~wants~~ **seeks** to encourage reading, writing, and an appreciation for literature and music, exceptions are made for authors selling copies of their books and artists selling recordings of their music.*

- The Friends of the Library may sell items at Library programs they sponsor for the purpose of ~~Library~~ **Friends** fund-raising.

In the process of presenting a program, a speaker may include informational material that may be distributed; however, the material may contain only information that is ~~generic~~ **non-commercial** in nature.

Under no circumstances may a speaker/presenter solicit personal information from program attendees. All informational material distributed at a program, including press releases and other promotional material, must be approved in advance by the Library Director or Program Coordinator.

All children's programs are to be carefully planned to meet the developmental needs and interests of a particular age group. Access to programming may be limited to specific ages depending on the nature of the program, and at the discretion of the presenter or the Library staff member in charge. It is in the best interests of all ~~the children concerned~~ **attendees** that age requirements specified for each program be adhered to.

The Library Board supports the creation of reasonable rules for attendance requirements, **including limiting registration to Library district residents and requiring registration.**

The Library does not offer programs that ~~support or oppose~~ **proselytize** a specific religious conviction. Holiday programs may be offered. The Library will endeavor to provide programs that reflect the community's **religious** diversity.

The Library does not offer programs that support or oppose any political candidate or ballot ~~measure~~ **propositions**; however, election information, such as candidates' forums that include invitations to all recognized candidates, may be offered.

In conjunction with its role as an important source of community information, "Town Hall Meetings," ~~an~~ (informal public forums where everyone in a community is invited to attend, voice their opinions, and hear the responses from public figures and elected officials) may be allowed. Town Hall Meetings are not to be ~~associated~~ **held in conjunction** with an election or campaign.

~~Some~~ Programming may ~~involve~~ **provide** food or refreshments.

Library-approved programs are funded in part by the **Library's** operating budget with additional support from grants, contributions or other gifts and donations. Program coordinators may solicit donations from outside sources, in which case, ~~some type of~~ acknowledgement may be noted during the program or in publicity.

Presentation at the Library of ~~any specific idea, strategy, financial plan or investment~~ is not to constitute endorsement of the ~~group's or individual's policies or beliefs~~ **presenter's opinions or positions.** Organizational affiliation of presenters used by the Library in programs and promotions does not constitute endorsement, ~~merely acknowledgement~~ **by the Library.**



*The Library welcomes recommendations from residents concerning programming. Questions or concerns should be addressed with an appropriate Library staff member. Requests for review of Library programs should be submitted on the “Request for Re-Evaluation of Library Material” (Policy 300-10a) form. Requests for review of Library programs will be considered in the same manner as requests for reconsideration of Library materials.*

*The Library reserves the right to cancel or postpone any program.*

11. Library Board President Annette Galarza noted that the next “regular” meeting of the Board of Trustees is scheduled to be held Tuesday, November 18, 2025 at 6:30 pm at the Commack building.
12. There being no further business, Library Board President Annette Galarza moved to adjourn the meeting at 7:25 pm. The motion was seconded by Trustee Barbara Deal and adopted 6-0 by the following roll call vote:

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

Minutes approved this 18<sup>th</sup> day of November, 2025.

Mildred Bernstein, Vice President  
Smithtown Library Board of Trustees

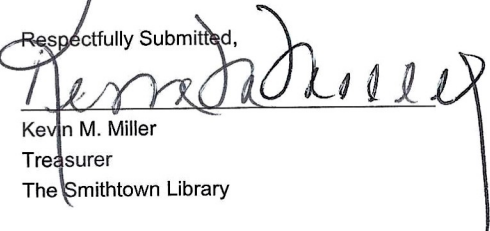
Linda Taurassi  
Secretary to the Board of Trustees

(This is a draft of the October 28, 2025 Board of Trustees meeting; to be voted on for approval at the November 18, 2025 Board of Trustees meeting).

**THE SMITHTOWN LIBRARY**  
**Smithtown , New York**  
**TREASURER'S REPORT**  
**For the Month Ending October 31, 2025**

		General Fund Investment Acct.	General Fund Disbursement Checking Account	Payroll Checking Account	M Fund Grant/Donate Checking	T-Bills	TOTAL
BBF	9/30/2025	\$ 1,808,962.70	\$ 238,718.34	\$ 108,497.56	\$ 1,950,661.62	\$ 10,221,422.92	\$ 14,328,263.14
<b>OCTOBER</b>							
Interest		\$ 2,117.54	\$ -	\$ -	\$ -	\$ 12,566.14	\$ 14,683.68
Real Property Taxes		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Prop Tax Interest Distribution		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PILOT		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fines/Fees		\$ -	\$ 3,775.95	\$ -	\$ -	\$ -	\$ 3,775.95
Refund/Reimbursements		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Commissions		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gifts/Donations		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
E-Rate		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Passports		\$ -	\$ 2,107.00	\$ -	\$ -	\$ -	\$ 2,107.00
Miscellaneous		\$ -	\$ -	\$ 36.00	\$ -	\$ -	\$ 36.00
Programs/Trips		\$ -	\$ 7,299.31	\$ -	\$ -	\$ -	\$ 7,299.31
State Aid/Grants		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Health Insurance		\$ -	\$ 3,020.68	\$ -	\$ -	\$ -	\$ 3,020.68
Prior Month Void Checks		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Adjustment (s)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
E-Rate		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FEMA		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer From M Fund		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer FROM T-Bills		\$ 649,856.55	\$ -	\$ -	\$ -	\$ -	\$ 649,856.55
Transfer FROM Investment Acct.		\$ -	\$ 525,000.00	\$ 595,000.00	\$ -	\$ -	\$ 1,120,000.00
<b>TOTAL:</b>		<b>\$ 2,460,936.79</b>	<b>\$ 779,921.28</b>	<b>\$ 703,533.56</b>	<b>\$ 1,950,661.62</b>	<b>\$ 10,233,989.06</b>	<b>\$ 16,129,042.31</b>
<b>Expenditures</b>							
<b>OCTOBER</b>							
Monthly Disbursements		\$ -	\$ 589,990.12	\$ 603,531.52	\$ 446,992.67	\$ -	\$ 1,640,514.31
Transfer to CD		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer to Investment Account		\$ -	\$ -	\$ -	\$ -	\$ 649,856.55	\$ 649,856.55
Transfer to M Fund		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer to T-Bills		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer to Disburse. Acct.		\$ 525,000.00	\$ -	\$ -	\$ -	\$ -	\$ 525,000.00
Transfer to Payroll Acct.		\$ 595,000.00	\$ -	\$ -	\$ -	\$ -	\$ 595,000.00
<b>TOTAL:</b>		<b>\$ 1,120,000.00</b>	<b>\$ 589,990.12</b>	<b>\$ 603,531.52</b>	<b>\$ 446,992.67</b>	<b>\$ 649,856.55</b>	<b>\$ 3,410,370.86</b>
<b>Balance</b>	10/31/2025	<b>\$ 1,340,936.79</b>	<b>\$ 189,931.16</b>	<b>\$ 100,002.04</b>	<b>\$ 1,503,668.95</b>	<b>\$ 9,584,132.51</b>	<b>\$ 12,718,671.45</b>

I CERTIFY THAT THIS REPORT IS A TRUE AND CORRECT STATEMENT OF THE FINANCIAL TRANSACTION FOR THE SMITHTOWN LIBRARY FOR MONTH ENDING OCTOBER, 2025

Respectfully Submitted,  
  
 Kevin M. Miller  
 Treasurer  
 The Smithtown Library

**Library Trust Funds**  
 Handley Fund \$ 11,489.12  
 Board of Trustees \$ 28,541.81  
 \$ 40,030.93

**THE SMITHTOWN LIBRARY - L FUND**  
**REVENUE AND EXPENSE STATEMENT**  
 January through October 2025

	Jan - Oct 25	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
L.10010 · REAL PROPERTY TAXES	16,514,443.00	16,514,443.00	0.00	100.0%
L.10810 · OTHER TAX ITEMS -PILOT	291,786.87	288,485.00	3,301.87	101.1%
L.2082 · E-COMMERCE FINES	1,010.12			
L.20821 · LIBRARY FINES	1,614.70	1,200.00	414.70	134.6%
L.20823 · PASSPORT ACCEPTANCE FEES	24,660.30	30,000.00	-5,339.70	82.2%
L.20825 · LOST AND PAIDS	7,690.20	12,000.00	-4,309.80	64.1%
L.20826 · OUTSIDE LOST & PAIDS	1,725.50	2,600.00	-874.50	66.4%
L.20827 · PATRON PRINT FEES	12,317.29	15,000.00	-2,682.71	82.1%
L.20828 · PATRON COMPUTER DISC FEES	432.40	500.00	-67.60	86.5%
L.20829 · OTHER LIBRARY FEES	0.00	2,000.00	-2,000.00	0.0%
L.24011 · INTEREST EARNED MM & DISB	391,711.10	350,000.00	41,711.10	111.9%
L.24501 · COMMISSIONS - COPIERS	5,441.48	7,500.00	-2,058.52	72.6%
L.27000 · MEDICARE PART D REIMBURSEMENT	-7,909.10			
L.27030 · REFUND PRIOR YEAR EXPENSE	14,701.06	13,500.00	1,201.06	108.9%
L.27050 · GIFTS AND DONATIONS	2,014.70	5,000.00	-2,985.30	40.3%
L.27700 · MISCELLANEOUS INCOME	450.00	2,500.00	-2,050.00	18.0%
L.27701 · Program Income	18,734.00	27,500.00	-8,766.00	68.1%
L.38400 · STATE AID/BULLET GRANT	52,246.10	35,000.00	17,246.10	149.3%
L.50310 · INTERFUND TRANSFER	-3,126,641.69			
L0599.0 · BUDGET APPROP FUND BALANCE	0.00	799,351.00	-799,351.00	0.0%
<b>Total Income</b>	<b>14,206,428.03</b>	<b>18,106,579.00</b>	<b>-3,900,150.97</b>	<b>78.5%</b>
<b>Gross Profit</b>	<b>14,206,428.03</b>	<b>18,106,579.00</b>	<b>-3,900,150.97</b>	<b>78.5%</b>
<b>Expense</b>				
L.1375 · Credit Card Expenses	3,923.78	0.00	3,923.78	100.0%
L.1410 · CERT LIBRARIANS SALARIES	3,126,586.04	4,095,100.00	-968,513.96	76.3%
L.1411 · LIBRARIAN PART TIME	343,519.04	509,500.00	-165,980.96	67.4%
L.1420 · CLERICAL STAFF SALARIES	1,295,050.21	1,878,100.00	-583,049.79	69.0%
L.1421 · CLERICAL PART TIME	602,793.30	813,200.00	-210,406.70	74.1%
L.1430 · PAGES SALARIES	228,849.06	315,000.00	-86,150.94	72.7%
L.1440 · CUSTODIAL SALARIES	57,137.59	135,000.00	-77,862.41	42.3%
L.1441 · CUSTODIAL PART TIME	216,705.24	285,000.00	-68,294.76	76.0%
L.1442 · MESSENGER/GROUNDSKEEPER PT	16,973.23	49,000.00	-32,026.77	34.6%
L.1443 · MESSENGER/GROUNDSKEEPER FT	28,665.05	36,000.00	-7,334.95	79.6%
L.1450 · SUNDAY SALARIES	82,628.66	115,000.00	-32,371.34	71.9%
L.2000 · COMPUTER EQUIPMENT	2,941.40	10,000.00	-7,058.60	29.4%
L.2030 · BUILDING EQUIPMENT	7,790.55	90,000.00	-82,209.45	8.7%
L.2100 · OTHER CAPITAL OUTLAY	5,600.00	35,000.00	-29,400.00	16.0%
L.4000 · MISCELLANEOUS EXPENSE	7.00	100.00	-93.00	7.0%
L.4100 · BOOKS	141,923.81	277,600.00	-135,676.19	51.1%
L.4110 · LOST AND PAID	1,888.72	2,000.00	-111.28	94.4%
L.4120 · RECORDINGS	52,353.35	77,400.00	-25,046.65	67.6%
L.4130 · PERIODICALS	69,256.61	65,000.00	4,256.61	106.5%
L.4131 · OTHER SERIALS	25,627.10	53,000.00	-27,372.90	48.4%
L.4150 · ONLINE MATL'S AND SVC	652,202.75	680,000.00	-27,797.25	95.9%
L.4151 · OTHER NON BOOK MATLS	5,430.76	15,200.00	-9,769.24	35.7%
L.4160 · BINDING	0.00	500.00	-500.00	0.0%
L.4290 · PROGRAMS	71,125.84	121,000.00	-49,874.16	58.8%
L.4290S · SUMMER READING PROGRAM	23,620.63	25,000.00	-1,379.37	94.5%
L.4291 · STAFF DEVELOPMENT	4,451.67	7,500.00	-3,048.33	59.4%
L.4300 · OFFICE AND LIBRARY SUPPLIES	36,589.50	70,000.00	-33,410.50	52.3%
L.4301 · PAYROLL PROCESSING	14,288.59	21,400.00	-7,111.41	66.8%
L.4311 · TELECOMMUNICATIONS	86,048.91	96,550.00	-10,501.09	89.1%
L.4320 · Computer Supplies & Services	97,225.99	103,500.00	-6,274.01	93.9%



10:47 AM

11/12/25

Accrual Basis

**THE SMITHTOWN LIBRARY - L FUND**  
**REVENUE AND EXPENSE STATEMENT**  
 January through October 2025

	Jan - Oct 25	Budget	\$ Over Budget	% of Budget
L.4330 · POSTAGE AND FREIGHT	18,956.02	18,350.00	606.02	103.3%
L.4340 · PRINTING	32,495.17	34,950.00	-2,454.83	93.0%
L.4350 · TRAVEL	14,408.10	13,798.00	610.10	104.4%
L.4360 · SCLS MEMBER SUPPORT	163,702.00	163,702.00	0.00	100.0%
L.4370 · PROFESSIONAL FEES	122,926.78	105,000.00	17,926.78	117.1%
L.4375 · PROFESSIONAL FEES - SECURITY	193,111.17	250,000.00	-56,888.83	77.2%
L.4380 · MEMBERSHIP DUES	2,210.00	4,500.00	-2,290.00	49.1%
L.4390 · SHARED NETWORK MAINTENANCE	84,355.24	86,000.00	-1,644.76	98.1%
L.4500 · FUEL AND UTILITIES	169,082.82	299,000.00	-129,917.18	56.5%
L.4510 · CUSTODIAL SUPPLIES	11,082.84	16,050.00	-4,967.16	69.1%
L.4520 · BUILDING REPAIRS & MAINTENANCE	209,809.14	285,000.00	-75,190.86	73.6%
L.4540 · INSURANCE	110,526.98	120,000.00	-9,473.02	92.1%
L.4599 · SM FLOOD Expenses (FEMA)	0.00			
L.4730 · MAINTENANCE OF VEHICLES	2,107.35	5,000.00	-2,892.65	42.1%
L.4900 · Lease - Principal	0.00	11,861.00	-11,861.00	0.0%
L.4901 · Lease - Interest	0.00	1,193.00	-1,193.00	0.0%
L.6000 · DEBT SERVICE	0.00	1,435,250.00	-1,435,250.00	0.0%
L.6010 · DEBT SERVICE - INTEREST	0.00	107,875.00	-107,875.00	0.0%
L.8100 · RETIREMENT SYSTEM CONTRIBUTION	237,852.00	1,181,000.00	-943,148.00	20.1%
L.8200 · SOCIAL SECURITY CONTRIBUTION	353,512.37	516,000.00	-162,487.63	68.5%
L.8210 · MEDICARE CONTRIBUTION	75,464.62	122,000.00	-46,535.38	61.9%
L.8300 · WORKMANS COMPENSATION	44,190.00	83,000.00	-38,810.00	53.2%
L.8400 · UNEMPLOYMENT COMPENSATION	0.00	5,000.00	-5,000.00	0.0%
L.8500 · HOSPITAL/MEDICAL INSURANCE	2,163,044.56	3,076,300.00	-913,255.44	70.3%
L.8600 · CSEA BENEFIT FUND	131,535.28	179,000.00	-47,464.72	73.5%
L.8700 · EMPLOYEE ASSISTANCE PROGRAM	5,002.50	5,100.00	-97.50	98.1%
L.9901 · INTERFUND EXPENSE TRANSFER	1,504,125.00			
<b>Total Expense</b>	<b>12,950,704.32</b>	<b>18,106,579.00</b>	<b>-5,155,874.68</b>	<b>71.5%</b>
<b>Net Income</b>	<b>1,255,723.71</b>	<b>0.00</b>	<b>1,255,723.71</b>	<b>100.0%</b>

## THE SMITHTOWN LIBRARY -M FUND REVENUE AND EXPENSE STATEMENT January through October 2025

	Jan - Oct 25	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
M.27057 · Donations - SM FLOOD	223.46			
M.32890 · STATE AID OTHER	0.00			
M.50310 · INTERFUND TRANSFER	3,126,641.69			
<b>Total Income</b>	<u>3,126,865.15</u>			
<b>Gross Profit</b>	3,126,865.15			
<b>Expense</b>				
M.2100 · OTHER CAPITAL	17,520.00			
M.4000 · MISC EXPENSE	-37.00			
M.4300 · MISC DONATION	10,239.50			
M.4599 · SM FLOOD Expenses (FEMA)	2,491,275.20			
<b>Total Expense</b>	<u>2,518,997.70</u>			
<b>Net Ordinary Income</b>	607,867.45			
<b>Other Income/Expense</b>				
<b>Other Income</b>				
M.2401 · Interest	156.66			
<b>Total Other Income</b>	<u>156.66</u>			
<b>Net Other Income</b>	156.66	0.00	156.66	100.0%
<b>Net Income</b>	<u><u>608,024.11</u></u>	<u><u>0.00</u></u>	<u><u>608,024.11</u></u>	<u><u>100.0%</u></u>

**THE SMITHTOWN LIBRARY-L FUND**  
**NOVEMBER 2025 PREPAYS**  
 October 24 - November 12 , 2025

Type	Num	Date	Name	Memo	Account	Paid Amount
Check	16635	10/24/2025	CSEA	PR#22 DATED 10/24/25	L0201.0 · CASH DISBURSEME...	
				PR#22 DATED 10/24/25	L0720.0 · EMPLOYEES INSURA...	-93.77
				PR#22 DATED 10/24/25	L0724.0 · CSEA	-2,456.74
TOTAL						-2,550.51
Check	16636	10/24/2025	PEARL CARROLL & ASSOCIAT...	PR#22 DATED 10/24/25	L0201.0 · CASH DISBURSEME...	
				PR#22 DATED 10/24/25	L0720.0 · EMPLOYEES INSURA...	-80.88
TOTAL						-80.88
Check	16637	10/24/2025	AFLAC	PR#22 DATED 10/24/25	L0201.0 · CASH DISBURSEME...	
				PR#22 DATED 10/24/25	L0720.0 · EMPLOYEES INSURA...	-40.50
TOTAL						-40.50
Check	16640	10/24/2025	CSEA EMPLOYEE BENEFIT FU...	PR# 22 DATED 10/24/25 FULL TIM...	L0201.0 · CASH DISBURSEME...	
				PR# 22 DATED 10/24/25 FULL TIM...	L.8601 · CSEA BENEFIT FUND ...	-924.00
				PR# 22 DATED 10/24/25 FULL TIM...	L.8602 · CSEA BENEFIT FUND ...	-11,946.60
				PR# 22 DATED 10/24/25 PART TIM...	L.8601 · CSEA BENEFIT FUND ...	-112.54
TOTAL						-12,983.14
Check	16639	10/24/2025	EQUITABLE FINANCIAL	PR# 22 DATED 10/24/25	L0201.0 · CASH DISBURSEME...	
				PR# 22 DATED 10/24/25	L0729.0 · EMPLOYEES ANNUIT...	-2,798.00
TOTAL						-2,798.00
Check	16642	10/24/2025	METLIFE	PLAN#1009950-C1 403b PR# 22 DA...	L0201.0 · CASH DISBURSEME...	
				PR# 22 DATED 10/24/25	L0729.0 · EMPLOYEES ANNUIT...	-520.00
TOTAL						-520.00

**THE SMITHTOWN LIBRARY-L FUND**  
**NOVEMBER 2025 PREPAYS**  
 October 24 - November 12 , 2025

Type	Num	Date	Name	Memo	Account	Paid Amount
Check	16643	10/24/2025	NYS DEFERRED COMP	PR# 22 DATED 10/24/25	L0201.0 · CASH DISBURSEME...	
				PR# 22 DATED 10/24/25	L0729.0 · EMPLOYEES ANNUIT...	-4,109.91
TOTAL						-4,109.91

**THE SMITHTOWN LIBRARY-L FUND**  
**NOVEMBER 2025 PREPAYS**  
 October 24 - November 12 , 2025

Type	Num	Date	Name	Memo	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>16644</b>	<b>10/29/2025</b>	<b>PSEGLI - SCKN</b>	<b>Cust. ID #0715-0037-94-8</b>	<b>L0201.0 · CASH DISBURSEME...</b>	
Bill	04487009302 8...	10/27/2025		S - ELECTRIC TRANSFER FEE - P...	L.4520 · BUILDING REPAIRS & ...	-1,407.67
				S - SERVICE INTITATION FEE PO# ...	L.4520 · BUILDING REPAIRS & ...	-60.84
				S - 3/12 - 3/28/25	L.4500 · FUEL AND UTILITIES	-1,053.49
				S - 3/28 - 4/29/25	L.4500 · FUEL AND UTILITIES	-2,687.80
				S - 4/29 - 5/29/25	L.4500 · FUEL AND UTILITIES	-3,596.29
				S - 5/29 - 6/30/25	L.4500 · FUEL AND UTILITIES	-4,974.53
				S - 6/30 - 7/30/25	L.4500 · FUEL AND UTILITIES	-4,869.04
				S - 7/30 - 8/28/25	L.4500 · FUEL AND UTILITIES	-4,661.89
				S - 8/28 - 9/29/25	L.4500 · FUEL AND UTILITIES	-4,876.66
TOTAL						-28,188.21
<b>Bill Pmt -Check</b>	<b>16645</b>	<b>10/29/2025</b>	<b>NATIONAL GRID-N</b>	<b>31106-33007</b>	<b>L0201.0 · CASH DISBURSEME...</b>	
Bill	3110633007 N...	10/29/2025		N - Gas 9/11 - 10/13/25	L.4500 · FUEL AND UTILITIES	-585.76
TOTAL						-585.76
<b>Bill Pmt -Check</b>	<b>16646</b>	<b>10/29/2025</b>	<b>NATIONAL GRID-S</b>	<b>44773-87003</b>	<b>L0201.0 · CASH DISBURSEME...</b>	
Bill	4477387003 S1...	10/29/2025		S - Gas 9/12 - 10/14/25	L.4500 · FUEL AND UTILITIES	-109.92
TOTAL						-109.92
<b>Bill Pmt -Check</b>	<b>16647</b>	<b>11/04/2025</b>	<b>OPTIMUM - K</b>	<b>0784014995203-2</b>	<b>L0201.0 · CASH DISBURSEME...</b>	
Bill	078401499520...	11/04/2025		K - 11/1 - 11/30/25	L.4311 · TELECOMMUNICATIO...	-186.26
TOTAL						-186.26
<b>Bill Pmt -Check</b>	<b>16648</b>	<b>11/04/2025</b>	<b>OPTIMUM - S</b>	<b>0784094293802-3</b>	<b>L0201.0 · CASH DISBURSEME...</b>	
Bill	078409429380...	11/04/2025		S - 11/1 - 11/30/25	L.4311 · TELECOMMUNICATIO...	-236.26
TOTAL						-236.26



**THE SMITHTOWN LIBRARY-L FUND**  
**NOVEMBER 2025 PREPAYS**  
October 24 - November 12 , 2025

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Check	16653	11/05/2025	VERIZON WIRELESS	482485858-00001	L0201.0 · CASH DISBURSEME...	
Bill	6126762579	11/05/2025		SCKN - Broadband & Cell 9/24 - 10/2...	L.4311 · TELECOMMUNICATIO...	-93.34
TOTAL						-93.34
Check	16649	11/07/2025	NYS DEFERRED COMP	PR# 23 DATED 11/7/25	L0201.0 · CASH DISBURSEME...	
				PR# 23 DATED 11/7/25	L0729.0 · EMPLOYEES ANNUIT...	-4,172.51
TOTAL						-4,172.51
Check	16650	11/07/2025	METLIFE	PLAN#1009950-C1 403b PR# 23 D...	L0201.0 · CASH DISBURSEME...	
				PR# 23 DATED 11/7/25	L0729.0 · EMPLOYEES ANNUIT...	-1,020.00
TOTAL						-1,020.00
Check	16651	11/07/2025	EQUITABLE FINANCIAL	PR# 23 DATED 11/7/25	L0201.0 · CASH DISBURSEME...	
				PR# 23 DATED 11/7/25	L0729.0 · EMPLOYEES ANNUIT...	-2,798.00
TOTAL						-2,798.00
Check	16652	11/07/2025	CSEA	PR# 23 DATED 11/7/25	L0201.0 · CASH DISBURSEME...	
				PR# 23 DATED 11/7/25	L0720.0 · EMPLOYEES INSURA...	-93.77
				PR# 23 DATED 11/7/25	L0724.0 · CSEA	-2,435.01
TOTAL						-2,528.78
Check	50019	11/07/2025	GEORGE CARRIE		L0201.1 · NET PAYROLL CASH...	
					L0718.0 · NYS RETIREMENT	-436.10
TOTAL						-436.10

**THE SMITHTOWN LIBRARY-L FUND**  
**NOVEMBER 2025 PREPAYS**  
 October 24 - November 12 , 2025

Type	Num	Date	Name	Memo	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>16654</b>	<b>11/10/2025</b>	<b>NATIONAL GRID-C</b>	<b>56647-97009</b>	<b>L0201.0 · CASH DISBURSEME...</b>	
Bill	5664797009 C...	11/10/2025		C - Gas 10/2 - 10/31/25	L.4500 · FUEL AND UTILITIES	-446.04
TOTAL						-446.04
<b>Bill Pmt -Check</b>	<b>16655</b>	<b>11/10/2025</b>	<b>OPTIMUM - C</b>	<b>0784019860201-8</b>	<b>L0201.0 · CASH DISBURSEME...</b>	
Bill	078401986020...	11/10/2025		C - 11/8 - 12/07/25	L.4311 · TELECOMMUNICATIO...	-186.26
TOTAL						-186.26
<b>Bill Pmt -Check</b>	<b>16656</b>	<b>11/10/2025</b>	<b>OPTIMUM - N</b>	<b>0784019878201-8</b>	<b>L0201.0 · CASH DISBURSEME...</b>	
Bill	078401987820...	11/10/2025		n - 11/8 - 12/7/25	L.4311 · TELECOMMUNICATIO...	-186.26
TOTAL						-186.26
<b>Bill Pmt -Check</b>	<b>16657</b>	<b>11/12/2025</b>	<b>PSEGLI - SCKN</b>	<b>Cust. ID #0715-0037-94-8</b>	<b>L0201.0 · CASH DISBURSEME...</b>	
Bill	07150037948 ...	11/12/2025		S - 8786417501 9/29 - 10/30/25	L.4500 · FUEL AND UTILITIES	-3,818.77
				K - 6500371101 9/29 - 10/30/25	L.4500 · FUEL AND UTILITIES	-3,364.42
				C - 6505010201 9/29 - 10/30/25	L.4500 · FUEL AND UTILITIES	-3,236.80
				N - 8955665401 9/29 - 10/30/25	L.4500 · FUEL AND UTILITIES	-4,635.01
TOTAL						-15,055.00

**THE SMITHTOWN LIBRARY -L FUND**  
**NOVEMBER 2025**  
November 18, 2025

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	16658	11/18/2025	ACE HARDWARE		L0201.0 · CASH DISBUR...	
Bill	37978/J	11/18/2025		Paint Rollers RPO# 18695	L.4520 · BUILDING REPA...	-15.97
TOTAL						-15.97
Bill Pmt -Che...	16659	11/18/2025	AMAZON BUSINESS	A4VU9S4Y6UBIA	L0201.0 · CASH DISBUR...	
Bill	1ML6MGT...	11/18/2025		T&M - PROGRAM SUPPLIES (BUFFALO HOT SAUCE) ... NA - PROGRAM SUPPIES (HOLIDAY PORCH LEANER)... KA - PUZZLES PO# 19255 KJ - TOYS PO# 19226 CJ - XYRON SUPPLES,TATTOO,GOOGLY EYES,BAGS... NJ - BUBBLES,PARTY HATS,STICKERS PO# 19216 NYA - GRAPEVINE WREATHS PO# 19197 CYA - PROGRAM SUPPLIES PO#'S 19212,63,97 SYA - PROGRAM SUPPLIES PO#'S 19218,19304 F - PROGRAM SUPPLIES PO# 19236 BOOKS LL - SUPPLIES PO# 19214 LOT - LIBRARY OF THINGS ITEMS PO#'S 19178,19258... COMPUTER SUPPLIES PO# 19280 GLASS CLEANER,ROOM DEORDORIZER PO# 19280 MISC BUILDING ITEMS PO#'S 19195,19233,56,66,69,84... MISC. OFFICE SUPPLIES PO#'S 19198,19216,19,25,40,...	L.42903 · Virtual/Take & ... L4290NA · NESCONSET ... L4290KA · KINGS PARK ... L4290KJ · KINGS PARK ... L4290CJ · COMMACK JU... L4290NJ · NESCONSET ... L4290NY · NESCONSET ... L4290CY · COMMACK Y... L4290SY · SMITHTOWN ... L.4290F · Friday Night Pr... L.4100 · BOOKS L.41512 · LearnLab L.41511 · Library of Things L.43201 · Computer Supp... L.4510 · CUSTODIAL SU... L.4520 · BUILDING REPA... L.4300 · OFFICE AND LI...	-214.75 -63.79 -71.97 -87.37 -50.41 -37.92 -57.14 -359.11 -266.03 -97.73 -39.96 -279.23 -1,081.19 -598.72 -160.00 -3,076.13 -466.92
TOTAL						-7,008.37
Bill Pmt -Che...	16660	11/18/2025	American Express - Smithtown L...		L0201.0 · CASH DISBUR...	
Bill	STATEME...	11/18/2025		EFAX STAMPS.COM MONTHLY, REPLENISHMENT PO# 19248 INK CARTRIDGES,BABY WIPES,DEPOSIT SLIPS,PEN ... ROTARY MEETING 10/2,10/9,10/16,10/23,10/30/25 GOOD SYNC SOFTWARE PO# 19154 SNACKS PO# 19281 PROGRAM SUPPLIES(SPIDER COOKIES) RPO# 18309 GIFTCARDS PO# 19265 SIGN HOLDERS PO# 19196 SNACKS AND DRINKS PO# 19306 PROGRAM SUPPLIES PO# 19265 POT HOLDERS PO# 19253 PANORAMIC CAMERA PO# 19234	L.4311 · TELECOMMUNI... L.4330 · POSTAGE AND ... L.4300 · OFFICE AND LI... L.4291 · STAFF DEVELO... L.43202 · Software Servic... L4290CY · COMMACK Y... L.42901 · All Abilities L4290KA · KINGS PARK ... L4290KJ · KINGS PARK ... L4290KY · KINGS PARK ... L4290NA · NESCONSET ... L4290NJ · NESCONSET ... L.43201 · Computer Supp...	-18.99 -920.99 -281.28 -140.20 -999.90 -20.98 -20.00 -48.99 -96.49 -35.47 -316.19 -27.00 -429.95

**THE SMITHTOWN LIBRARY -L FUND**  
**NOVEMBER 2025**  
November 18, 2025

Type	Num	Date	Name	Memo	Account	Paid Amount
				T&M BUFFALO SAUCE PROGRAM SUPPLIES PO# 193...	L.42903 · Virtual/Take & ...	-19.54
				SNACKS,DRINKS (BOO FEST) PO#S 19250,54	L.4290F · Friday Night Pr...	-65.27
TOTAL						-3,441.24
<b>Bill Pmt -Che...</b>	<b>16661</b>	<b>11/18/2025</b>	<b>AMERICAN LIBRARY ASSOCIATI...</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	12915165	11/18/2025		Archival and Special Collections PO#19282	L.4100 · BOOKS	-48.77
TOTAL						-48.77
<b>Bill Pmt -Che...</b>	<b>16662</b>	<b>11/18/2025</b>	<b>AT &amp; T MOBILITY</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	28730454...	11/18/2025		SCKN-Fire Communications and Ipads 11/2-12/1/2025	L.4311 · TELECOMMUNI...	-386.29
TOTAL						-386.29
<b>Bill Pmt -Che...</b>	<b>16663</b>	<b>11/18/2025</b>	<b>BAKER &amp; TAYLOR</b>	<b>303805</b>	<b>L0201.0 · CASH DISBUR...</b>	
Bill	VARIOUS ...	11/18/2025		BOOKS	L.4100 · BOOKS	-926.39
TOTAL						-926.39
<b>Bill Pmt -Che...</b>	<b>16664</b>	<b>11/18/2025</b>	<b>BESTCO / HARTFORD - 6795 (BE...</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	06221 12/...	11/18/2025		Retire Health Class December 2025	L.8500 · HOSPITAL/MEDI...	-12,159.15
TOTAL						-12,159.15
<b>Bill Pmt -Che...</b>	<b>16665</b>	<b>11/18/2025</b>	<b>BORKAN, MICHAEL</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	VOUCHER	11/18/2025		NA -The Day Trippers Beatles Prog.10/18/2025	L4290NA · NESCONSET ...	-400.00
TOTAL						-400.00
<b>Bill Pmt -Che...</b>	<b>16666</b>	<b>11/18/2025</b>	<b>BRENTWOOD PUBLIC LIBRARY</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	447025	11/18/2025		L&P to Brentwood Library Patron S.Barreaueta	L.4110 · LOST AND PAID	-5.95
TOTAL						-5.95

**THE SMITHTOWN LIBRARY -L FUND**  
**NOVEMBER 2025**  
November 18, 2025

Type	Num	Date	Name	Memo	Account	Paid Amount
<b>Bill Pmt -Che...</b>	<b>16667</b>	<b>11/18/2025</b>	<b>BRODART CO/BOOKS, TS</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	B7074887	11/18/2025		BOOKS	L.4100 · BOOKS	-643.85
Bill	B7077832	11/18/2025		BOOKS	L.4100 · BOOKS	-380.24
Bill	B7077733	11/18/2025		CONTINUATIONS	L.4131 · OTHER SERIALS	-202.04
Bill	B7078836	11/18/2025		CONTINUATIONS	L.4131 · OTHER SERIALS	-391.99
Bill	B081645	11/18/2025		BOOKS	L.4100 · BOOKS	-302.78
Bill	B7085568	11/18/2025		BOOKS	L.4100 · BOOKS	-238.17
Bill	B7087264	11/18/2025		BOOKS	L.4100 · BOOKS	-322.06
Bill	B7087362	11/18/2025		BOOKS	L.4100 · BOOKS	-200.54
Bill	B7089174	11/18/2025		BOOKS	L.4100 · BOOKS	-308.59
Bill	B7090180	11/18/2025		CONTINUAITONS	L.4131 · OTHER SERIALS	-178.08
Bill	B7093113	11/18/2025		CONTINUATIONS	L.4131 · OTHER SERIALS	-160.64
TOTAL						-3,328.98
<b>Bill Pmt -Che...</b>	<b>16668</b>	<b>11/18/2025</b>	<b>CHRIST, LINDSAY</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	VOUCHER	11/18/2025	N-YA	Supplies for Halloween Baking Championship	L4290NY · NESCONSET ...	-59.74
Bill	VOUCHER	11/18/2025		Pizza for Boo Fest 10/17/2025	L.4290F · Friday Night Pr...	-91.75
TOTAL						-151.49
<b>Bill Pmt -Che...</b>	<b>16669</b>	<b>11/18/2025</b>	<b>COASTAL LIVING</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	2724721150	11/18/2025		C/K - Coastal Living Magazine 2026	L.4130 · PERIODICALS	-30.00
TOTAL						-30.00
<b>Bill Pmt -Che...</b>	<b>16670</b>	<b>11/18/2025</b>	<b>D'ANDREA, MARIA</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	VOUCHER	11/18/2025		CA - Unleash Your Intuition Program 10/21/2025	L4290CA · COMMACK A...	-200.00
TOTAL						-200.00
<b>Bill Pmt -Che...</b>	<b>16671</b>	<b>11/18/2025</b>	<b>DAILY NEWS - C</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	62231053...	11/18/2025		C-Daily News 52 weeks 26wks@ 311.74x2 C 11/25	L.4130 · PERIODICALS	-623.48
TOTAL						-623.48

**THE SMITHTOWN LIBRARY -L FUND**  
**NOVEMBER 2025**  
November 18, 2025

Type	Num	Date	Name	Memo	Account	Paid Amount
<b>Bill Pmt -Che...</b>	<b>16672</b>	<b>11/18/2025</b>	<b>DEMCO, INC.</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	7715352	11/18/2025	S-CIRC	All Purpose Wire Easels PO#19271	L.4300 · OFFICE AND LI...	-107.60
TOTAL						-107.60
<b>Bill Pmt -Che...</b>	<b>16673</b>	<b>11/18/2025</b>	<b>DISCOUNT SCHOOL SUPPLIES</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	P4367813...	11/18/2025		Colorations Washable Finger Paints 10 Colors 16fl PO#1...	L.4300 · OFFICE AND LI...	-41.75
TOTAL						-41.75
<b>Bill Pmt -Che...</b>	<b>16674</b>	<b>11/18/2025</b>	<b>EBSCO SUBSCRIPTION SERVIC...</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	9277106 2...	11/18/2025		SCKN - Subscription Renewals 2026	L.4130 · PERIODICALS	-29,161.73
TOTAL						-29,161.73
<b>Bill Pmt -Che...</b>	<b>16675</b>	<b>11/18/2025</b>	<b>ELWOOD PUBLIC LIBRARY</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	596337	11/18/2025		L&P to Elwood Public Library Patron D. Brooks	L.4110 · LOST AND PAID	-16.00
TOTAL						-16.00
<b>Bill Pmt -Che...</b>	<b>16676</b>	<b>11/18/2025</b>	<b>EMMA S. CLARK MEMORIAL LIB...</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	484530	11/18/2025		L&P to Emma S Clark Library Patron D. Brooks	L.4110 · LOST AND PAID	-9.99
TOTAL						-9.99
<b>Bill Pmt -Che...</b>	<b>16677</b>	<b>11/18/2025</b>	<b>FITNESS FIGURES NY INC.</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	VOUCHER	11/18/2025		CA-Chairobics and Strength 10/3-10/24/25	L4290CA · COMMACK A...	-300.00
TOTAL						-300.00
<b>Bill Pmt -Che...</b>	<b>16678</b>	<b>11/18/2025</b>	<b>GAYER, BETH</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	VOUCHER	11/18/2025		PROGRAM REFUND OVER CHARGE FOR TWAS THE ...	L.4290T · TRIPS	-1.00
TOTAL						-1.00

**THE SMITHTOWN LIBRARY -L FUND**  
**NOVEMBER 2025**  
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Type	Num	Date	Name	Memo	Account	Paid Amount
<b>Bill Pmt -Che...</b>	<b>16679</b>	<b>11/18/2025</b>	<b>GRAINGER, W.W.</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	9684548127	11/18/2025	N-CUST	#8TR80 Hand Soap 2 bags per case PO# 19286	L.4510 · CUSTODIAL SU...	-34.48
TOTAL						-34.48
<b>Bill Pmt -Che...</b>	<b>16680</b>	<b>11/18/2025</b>	<b>GXC INC.</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	4346	11/18/2025		SCKN-Unarmed Protective Services 9/18-10/1/25 RPO# ...	L.4375 · PROFESSIONA...	-10,933.58
TOTAL						-10,933.58
<b>Bill Pmt -Che...</b>	<b>16681</b>	<b>11/18/2025</b>	<b>HELMLE, NANJI</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	VOUCHER	11/18/2025		Mileage Nursing Home Visits, Committee Mtg. 9/2025-10/...	L.4350 · TRAVEL	-45.40
TOTAL						-45.40
<b>Bill Pmt -Che...</b>	<b>16682</b>	<b>11/18/2025</b>	<b>HIGGINS, SUSAN</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	VOUCHER	11/18/2025		PROGRAM REFUND OVER CHARGE FOR TWAS THE ...	L.4290T · TRIPS	-6.00
TOTAL						-6.00
<b>Bill Pmt -Che...</b>	<b>16683</b>	<b>11/18/2025</b>	<b>HOME DEPOT CREDIT SERVICES</b>	<b>6035-3220-0456-1233</b>	<b>L0201.0 · CASH DISBUR...</b>	
Bill	STATEME...	11/18/2025		Water Bottles 5 Gallon RPO# 18286 Carbon Monoxide, Wood, Screws PO# 19279,78 Pine Wood Boards PO# 19244 Ladder PO# 19299	L.4520 · BUILDING REPA... L.4520 · BUILDING REPA... L4290NA · NESCONSET ... L.4300 · OFFICE AND LI...	-50.88 -74.42 -181.74 -44.97
TOTAL						-352.01
<b>Bill Pmt -Che...</b>	<b>16684</b>	<b>11/18/2025</b>	<b>INFORMATION TODAY, INC.</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	1795682-B1	11/18/2025		Continuations	L.4131 · OTHER SERIALS	-502.53
Bill	1794941-B1	11/18/2025		Continuations	L.4131 · OTHER SERIALS	-1,507.57
TOTAL						-2,010.10

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Type	Num	Date	Name	Memo	Account	Paid Amount
<b>Bill Pmt -Che...</b>	<b>16685</b>	<b>11/18/2025</b>	<b>IRON MOUNTAIN</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	KVPG888	11/18/2025		SCKN-Document Storage November 2025 RPO# 18354	L.4520 · BUILDING REPA...	-376.67
TOTAL						-376.67
<b>Bill Pmt -Che...</b>	<b>16686</b>	<b>11/18/2025</b>	<b>ISLAND ELEVATOR INDUSTRIES...</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	12130821...	11/18/2025		SCKN - Monthly Service RPO# 18321	L.4520 · BUILDING REPA...	-1,071.19
TOTAL						-1,071.19
<b>Bill Pmt -Che...</b>	<b>16687</b>	<b>11/18/2025</b>	<b>JOHNSON, WENDY</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	VOUCHER	11/18/2025		Mileage Open School Nights and Events 9/10/2025-10/27...	L.4350 · TRAVEL	-30.32
Bill	VOUCHER	11/18/2025		MILEAGE INTER BUILDING	L.4350 · TRAVEL	-10.93
TOTAL						-41.25
<b>Bill Pmt -Che...</b>	<b>16688</b>	<b>11/18/2025</b>	<b>JONGEBLOED, JEANINE</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	VOUCHER	11/18/2025		Program Refund West Point Bus Trip	L4290CA · COMMACK A...	-322.00
TOTAL						-322.00
<b>Bill Pmt -Che...</b>	<b>16689</b>	<b>11/18/2025</b>	<b>KANOPY</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	474806-PPU	11/18/2025		SCKN-Streaming October 2025	L.4150 · ONLINE MATL'S...	-996.00
TOTAL						-996.00
<b>Bill Pmt -Che...</b>	<b>16690</b>	<b>11/18/2025</b>	<b>LAKESHORE LEARNING MATERI...</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	92377569	11/18/2025		Various Programs PO# 19317 Commack JUV Supplies	L4290NJ · NESCONSET ... L.4300 · OFFICE AND LI...	-239.55 -36.98
TOTAL						-276.53



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Type	Num	Date	Name	Memo	Account	Paid Amount
<b>Bill Pmt -Che...</b>	<b>16691</b>	<b>11/18/2025</b>	<b>LALLY, DINA</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	VOUCHER	11/18/2025		Inter Building Travel 5/25-10/25	L.4350 · TRAVEL	-129.64
TOTAL						-129.64
<b>Bill Pmt -Che...</b>	<b>16692</b>	<b>11/18/2025</b>	<b>LAZEN, DEBORAH</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	VOUCHER	11/18/2025		Program Refund West Point Bus Trip	L.4290T · TRIPS	-166.00
TOTAL						-166.00
<b>Bill Pmt -Che...</b>	<b>16693</b>	<b>11/18/2025</b>	<b>LEAF</b>	<b>contract #100-2087037-002</b>	<b>L0201.0 · CASH DISBUR...</b>	
Bill	19264418	11/18/2025		SCKN-Copier Lease October 2025 RPO# 18355	L.4520 · BUILDING REPA...	-870.27
Bill	19292851	11/18/2025		N - Coper Lease and Document Fee RPO# 18521	L.4520 · BUILDING REPA...	-314.15
TOTAL						-1,184.42
<b>Bill Pmt -Che...</b>	<b>16694</b>	<b>11/18/2025</b>	<b>LIBRARY IDEA'S LLC</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	120065	11/18/2025		Annual Subscription Renewal to Freegal Music PO# 19340	L.4150 · ONLINE MATL'S...	-12,978.00
TOTAL						-12,978.00
<b>Bill Pmt -Che...</b>	<b>16695</b>	<b>11/18/2025</b>	<b>LIL ATHLETES SPORTS INC</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	VOUCHER	11/18/2025		CJ - Soccer and Football Fun 11/12,11/25	L4290CJ · COMMACK JU...	-140.00
TOTAL						-140.00
<b>Bill Pmt -Che...</b>	<b>16696</b>	<b>11/18/2025</b>	<b>LONGWOOD PUBLIC LIBRARY</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	42648	11/18/2025		L&P to Longwood Public Library Patron M McKenna	L.4110 · LOST AND PAID	-37.00
TOTAL						-37.00

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Type	Num	Date	Name	Memo	Account	Paid Amount
<b>Bill Pmt -Che...</b>	<b>16697</b>	<b>11/18/2025</b>	<b>MANAGED TECHNOLOGY, INC</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	46200	11/18/2025		Monthly Support November RPO# 18353	L.43202 · Software Servic...	-1,070.00
TOTAL						-1,070.00
<b>Bill Pmt -Che...</b>	<b>16698</b>	<b>11/18/2025</b>	<b>McCARTHY, KIMBERLY</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	VOUCHER	11/18/2025	N-JUV	Donuts	L4290NJ · NESCONSET ...	-25.00
TOTAL						-25.00
<b>Bill Pmt -Che...</b>	<b>16699</b>	<b>11/18/2025</b>	<b>MCGOVERN, ALLISON</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	VOUCHER	11/18/2025		KA Native American Archeology 11/6/25	L4290KA · KINGS PARK ...	-225.00
TOTAL						-225.00
<b>Bill Pmt -Che...</b>	<b>16700</b>	<b>11/18/2025</b>	<b>MIDWEST TAPE</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	VARIOUS ...	11/18/2025		RECORDINGS HOOPLA 10/1-10/31/25 507969032	L.4120 · RECORDINGS L.4150 · ONLINE MATL'S...	-5,849.62 -2,496.82
TOTAL						-8,346.44
<b>Bill Pmt -Che...</b>	<b>16701</b>	<b>11/18/2025</b>	<b>MUDANO, JESSICA</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	VOUCHER	11/18/2025		Inter Building Travel 9/4-10/29/2025	L.4350 · TRAVEL	-5.53
TOTAL						-5.53
<b>Bill Pmt -Che...</b>	<b>16702</b>	<b>11/18/2025</b>	<b>MY CLASSY BABY</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	VOUCHER	11/18/2025	K-JUV	KJ-Do Re Mi and Me Program 10/23/2025	L4290KJ · KINGS PARK ...	-150.00
TOTAL						-150.00

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Type	Num	Date	Name	Memo	Account	Paid Amount
<b>Bill Pmt -Che...</b>	<b>16703</b>	<b>11/18/2025</b>	<b>NASSAU COUNTY LIBRARY ASS...</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	2025-46	11/18/2025		Continuations - Directory of LI Libraries and Media Center...	L.4131 · OTHER SERIALS	-346.27
TOTAL						-346.27
<b>Bill Pmt -Che...</b>	<b>16704</b>	<b>11/18/2025</b>	<b>NATIONAL GRID-K</b>	<b>19964-96006</b>	<b>L0201.0 · CASH DISBUR...</b>	
Bill	19964960...	11/18/2025		K -Gas 10/7-11/5/25	L.4500 · FUEL AND UTILI...	-674.09
TOTAL						-674.09
<b>Bill Pmt -Che...</b>	<b>16705</b>	<b>11/18/2025</b>	<b>NAVINS, COLLEEN</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	VOUCHER	11/18/2025		SCLA Dinner and Meeting 10/22/25	L.4291 · STAFF DEVELO...	-80.00
Bill	VOUCHER	11/18/2025		MILEAGE OCTOBER 2025	L.4350 · TRAVEL	-38.63
TOTAL						-118.63
<b>Bill Pmt -Che...</b>	<b>16706</b>	<b>11/18/2025</b>	<b>NEW YORK TIMES, THE</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	32041AC6...	11/18/2025		N-New York Times 10/25-10/26 acct 839129798	L.4130 · PERIODICALS	-533.00
Bill	35300AA6...	11/18/2025		S - New York Times 10/25-10/26 ACCT# 892310902	L.4130 · PERIODICALS	-481.05
TOTAL						-1,014.05
<b>Bill Pmt -Che...</b>	<b>16707</b>	<b>11/18/2025</b>	<b>NEWSDAY C</b>	<b>30383637</b>	<b>L0201.0 · CASH DISBUR...</b>	
Bill	30383637 ...	11/18/2025		C- Newsday - 40 weeks	L.4130 · PERIODICALS	-1,303.60
TOTAL						-1,303.60
<b>Bill Pmt -Che...</b>	<b>16708</b>	<b>11/18/2025</b>	<b>NEWSDAY K</b>	<b>20371694</b>	<b>L0201.0 · CASH DISBUR...</b>	
Bill	20371694 ...	11/18/2025		K-Newsday (32 Weeks) K11/25	L.4130 · PERIODICALS	-927.67
TOTAL						-927.67

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Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	16709	11/18/2025	NEWSDAY N	30400234	L0201.0 · CASH DISBUR...	
Bill	30400234 ...	11/18/2025		N-Newspday (32 Weeks)	L.4130 · PERIODICALS	-1,087.68
TOTAL						-1,087.68
Bill Pmt -Che...	16710	11/18/2025	NYS EMPLOYEES HEALTH INS. (...)	03419	L0201.0 · CASH DISBUR...	
Bill	624 12/25 ...	11/18/2025		Employee Health Insurance December 2025	L.8500 · HOSPITAL/MEDI...	-184,903.03
TOTAL						-184,903.03
Bill Pmt -Che...	16711	11/18/2025	OCEAN JANITORIAL SUPPLIES		L0201.0 · CASH DISBUR...	
Bill	622488	11/18/2025	N-CUST	Windsor Vacuum Bags 10/per pk, Vacuum Roller Brush ...	L.4510 · CUSTODIAL SU...	-94.92
TOTAL						-94.92
Bill Pmt -Che...	16712	11/18/2025	PANCHYK, RICHARD		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	11/18/2025		LIR- Lost Long Island 11/3/25	L.4290L · LONG ISLAND ...	-250.00
TOTAL						-250.00
Bill Pmt -Che...	16713	11/18/2025	PARK, JESSICA (LEVINESS)		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	11/18/2025		Mileage Inter Building, School Events 10/2025	L.4350 · TRAVEL	-20.38
TOTAL						-20.38
Bill Pmt -Che...	16714	11/18/2025	PORT JEFFERSON FREE LIBRARY		L0201.0 · CASH DISBUR...	
Bill	41940	11/18/2025		L&P to Port Jefferson Free Library Patron K Peykar	L.4110 · LOST AND PAID	-14.99
TOTAL						-14.99
Bill Pmt -Che...	16715	11/18/2025	QUENZER, JESSICA		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	11/18/2025		Mileage for Judged by Covers	L.4350 · TRAVEL	-28.10
TOTAL						-28.10

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Type	Num	Date	Name	Memo	Account	Paid Amount
<b>Bill Pmt -Che...</b>	<b>16716</b>	<b>11/18/2025</b>	<b>QUILL CORP.</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	46217008	11/18/2025		Hoover PowerScrub Spot cleaner Bagless Black/red (CH...	L.4520 · BUILDING REPA...	-249.99
Bill	46222270	11/18/2025		At-A-Glance 3.75"x3" Daily Calendar Refill pages PO#192...	L.4300 · OFFICE AND LI...	-23.16
				At-A-Glance 8"x8.75" Monthly planner PO#19275	L.4300 · OFFICE AND LI...	-35.26
				At-A-Glance8"x11" Calendar Montly planner PO#19275	L.4300 · OFFICE AND LI...	-54.80
				At-A-Glance 3.5"x6" Weekly Planner PO#19275	L.4300 · OFFICE AND LI...	-7.87
Bill	46336114	11/18/2025	N-BUS OFC	Palmolive Ultra Liquid Dish Soap PO#19303	L4300N · Office & Library ...	-36.89
Bill	46348850	11/18/2025	N-BUS OFC	Curad Adhesive Bandages 100/box PO#19303	L4300N · Office & Library ...	-57.95
Bill	46412266	11/18/2025	N-JUV	8.5"x11" Document Holder PO# 19320	L.4300 · OFFICE AND LI...	-51.84
TOTAL						-517.76
<b>Bill Pmt -Che...</b>	<b>16717</b>	<b>11/18/2025</b>	<b>RIGOROSO ANNMARIE</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	VOUCHER	11/18/2025	N-BLDG	NA-Dance Fitness 10/1-10/22/2025	L4290NA · NESCONSET ...	-400.00
TOTAL						-400.00
<b>Bill Pmt -Che...</b>	<b>16718</b>	<b>11/18/2025</b>	<b>RINGCENTRAL INC</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	CD_00126...	11/18/2025		Cloud Services 10/29-11/28/25 RPO#18356	L.4311 · TELECOMMUNI...	-2,742.40
TOTAL						-2,742.40
<b>Bill Pmt -Che...</b>	<b>16719</b>	<b>11/18/2025</b>	<b>RONCO PAPER PRODUCTS COR...</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	R16380	11/18/2025	C-CUST	Nitty White Toll Towels, Facial Tissues, 55 Gal Trash Bag...	L.4510 · CUSTODIAL SU...	-114.49
Bill	R16046	11/18/2025	N-CUST	White Towels, Facial Tissues, Atlas 2-ply Toilet Paper, 55...	L.4510 · CUSTODIAL SU...	-357.13
Bill	R16569	11/18/2025		Facial Tissue,55H-55Gal Trash Bags PO#19337	L.4510 · CUSTODIAL SU...	-66.25
TOTAL						-537.87
<b>Bill Pmt -Che...</b>	<b>16720</b>	<b>11/18/2025</b>	<b>ROSENZWEIG, ARI M.</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	VOUCHER	11/18/2025	C-YA	CYA - Dungeons and Dragons 11/10/25	L4290CY · COMMACK Y...	-50.00
TOTAL						-50.00

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Type	Num	Date	Name	Memo	Account	Paid Amount
<b>Bill Pmt -Che...</b>	<b>16721</b>	<b>11/18/2025</b>	<b>SAUER, CAROL</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	VOUCHER	11/18/2025		PROGRAM REFUND OVER CHARGE FOR TWAS THE ...	L.4290T · TRIPS	-2.00
TOTAL						-2.00
<b>Bill Pmt -Che...</b>	<b>16722</b>	<b>11/18/2025</b>	<b>SCLS</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	95768	11/18/2025		S - Overdues Mailed October 2025	L.4330 · POSTAGE AND ...	-21.28
Bill	95767	11/18/2025		C - Overdues Mailed October 2025	L.4330 · POSTAGE AND ...	-27.93
Bill	95769	11/18/2025		K -Overdues Mailed October 2025	L.4330 · POSTAGE AND ...	-27.93
Bill	95770	11/18/2025		N - Overdues Mailed October 2025	L.4330 · POSTAGE AND ...	-37.24
TOTAL						-114.38
<b>Bill Pmt -Che...</b>	<b>16723</b>	<b>11/18/2025</b>	<b>SEAMAN, KEVIN A.</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	November ...	11/18/2025		Legal Consulting RPO# 18289	L.4370 · PROFESSIONA...	-2,517.00
TOTAL						-2,517.00
<b>Bill Pmt -Che...</b>	<b>16724</b>	<b>11/18/2025</b>	<b>SIMEONE, VINCENT</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	VOUCHER	11/18/2025		CA-Great Landscape Evergreens 11/7/25	L4290CA · COMMACK A...	-250.00
TOTAL						-250.00
<b>Bill Pmt -Che...</b>	<b>16725</b>	<b>11/18/2025</b>	<b>SMITHTOWN HISTORICAL SOCI...</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	Holiday Tr...	11/18/2025		Holiday Trail of Lights Tree Contest Entry Fee	L.4290 · PROGRAMS	-50.00
TOTAL						-50.00
<b>Bill Pmt -Che...</b>	<b>16726</b>	<b>11/18/2025</b>	<b>STAPLES BUSINESS ADVANTAGE</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	7007301784	11/18/2025		Calendars, Planners, Hanging strips PO# 19276	L.4300 · OFFICE AND LI...	-36.28
Bill	7007224009	11/18/2025		Copy Paper PO# 19241	L.4300 · OFFICE AND LI...	-89.94
Bill	7007380594	11/18/2025		Copy Paper, Colored Paper PO# 19285,91,98	L.4300 · OFFICE AND LI...	-602.10
Bill	7007513442	11/18/2025		Hand Sanitizer, Disinfecting Wipes PO# 19295,19312	L.4510 · CUSTODIAL SU...	-84.78
				Office Supplies PO#'s 19295,19312	L.4300 · OFFICE AND LI...	-180.65
TOTAL						-993.75

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Type	Num	Date	Name	Memo	Account	Paid Amount
<b>Bill Pmt -Che...</b>	<b>16727</b>	<b>11/18/2025</b>	<b>STERLING NA (PREV STAR)</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	207354	11/18/2025		SCKN-Newsletter November 2025 12pgs RPO# 19000	L.4340 · PRINTING	-1,550.00
TOTAL						-1,550.00
<b>Bill Pmt -Che...</b>	<b>16728</b>	<b>11/18/2025</b>	<b>Store on Site LLC (SOS)</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	D2877	11/18/2025		S - Storage Unit Montly August 2025 RPO# 18560 SM FL...	L.4520 · BUILDING REPA...	-225.00
TOTAL						-225.00
<b>Bill Pmt -Che...</b>	<b>16729</b>	<b>11/18/2025</b>	<b>SWEETBRIAR NATURE CENTER</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	VOUCHER	11/18/2025		KJ - Animal Interviews 11/10/25	L4290KJ · KINGS PARK ...	-350.00
TOTAL						-350.00
<b>Bill Pmt -Che...</b>	<b>16730</b>	<b>11/18/2025</b>	<b>TERESA'S SILHOUETTE SPOT L...</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	VOUCHER	11/18/2025	N-YA	NYA-Hello Fall Wood Sign 11/3/25	L4290NY · NESCONSET ...	-285.00
TOTAL						-285.00
<b>Bill Pmt -Che...</b>	<b>16731</b>	<b>11/18/2025</b>	<b>THERMAL SOLUTIONS, INC.</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	C46184	11/18/2025		S-HVAC Services 2Q(Dec...,Jan,Feb) RPO#19030	L.4520 · BUILDING REPA...	-2,410.00
Bill	C46175	11/18/2025		C-HVAC Services 2Q(Dec...,Jan,Feb) RPO#19030	L.4520 · BUILDING REPA...	-940.00
Bill	C46178	11/18/2025		K-HVAC Services 2Q(Dec...,Jan,Feb) RPO#19030	L.4520 · BUILDING REPA...	-940.00
Bill	C46180	11/18/2025		N-HVAC Services 2Q(Dec...,Jan,Feb) RPO#19030	L.4520 · BUILDING REPA...	-1,912.50
TOTAL						-6,202.50
<b>Bill Pmt -Che...</b>	<b>16732</b>	<b>11/18/2025</b>	<b>TIMES BEACON RECORD NEWS ...</b>	<b>26757</b>	<b>L0201.0 · CASH DISBUR...</b>	
Bill	1813 25	11/18/2025		N-Times Of Smithtown 12/25-12/26	L.4340 · PRINTING	-79.00
TOTAL						-79.00

**THE SMITHTOWN LIBRARY -L FUND**  
**NOVEMBER 2025**  
November 18, 2025

Type	Num	Date	Name	Memo	Account	Paid Amount
<b>Bill Pmt -Che...</b>	<b>16733</b>	<b>11/18/2025</b>	<b>TOSHIBA BUSINESS SOLUTIONS</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	6219293	11/18/2025		Maintenance Charge 10/7-11/6/2025 RPO#18314	L.4520 · BUILDING REPA...	-34.00
TOTAL						-34.00
<b>Bill Pmt -Che...</b>	<b>16734</b>	<b>11/18/2025</b>	<b>TOWN OF SMITHTOWN GENERA...</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	1320-1125...	11/18/2025		S-Solid Waste Disposal Novmeber 2025	L.4520 · BUILDING REPA...	-256.33
Bill	2443-1125...	11/18/2025		C-Solid Waste Disposal Novmeber 2025	L.4520 · BUILDING REPA...	-128.16
Bill	0464-1125...	11/18/2025		K-Solid Waste Disposal Novmeber 2025	L.4520 · BUILDING REPA...	-128.16
Bill	1978-1125...	11/18/2025		N-Solid Waste Disposal Novmeber 2025	L.4520 · BUILDING REPA...	-128.16
TOTAL						-640.81
<b>Bill Pmt -Che...</b>	<b>16735</b>	<b>11/18/2025</b>	<b>VAIL, AMY</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	VOUCHER	11/18/2025		NAY - Fall Fox Painting 11/5/25	L4290NY · NESCONSET ...	-300.00
TOTAL						-300.00
<b>Bill Pmt -Che...</b>	<b>16736</b>	<b>11/18/2025</b>	<b>WELCH RICHARD</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	VOUCHER	11/18/2025		KA-Gravestones of Early Long Island 10/30/25	L4290KA · KINGS PARK ...	-150.00
TOTAL						-150.00
<b>Bill Pmt -Che...</b>	<b>16737</b>	<b>11/18/2025</b>	<b>WEST BABYLON HAULING(WNT...</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	S11/25	11/18/2025		S - Garbage Pickup November 2025	L.4520 · BUILDING REPA...	-171.00
Bill	C11/25	11/18/2025		C - Garbage Pickup November 2025	L.4520 · BUILDING REPA...	-100.00
Bill	K11/25	11/18/2025		K -Garbage Pickup November 2025	L.4520 · BUILDING REPA...	-103.00
Bill	N11/25	11/18/2025		N - Garbage Pickup Novmeber 2025	L.4520 · BUILDING REPA...	-123.75
TOTAL						-497.75
<b>Bill Pmt -Che...</b>	<b>16738</b>	<b>11/18/2025</b>	<b>WEST ISLIP PUBLIC LIBRARY</b>		<b>L0201.0 · CASH DISBUR...</b>	
Bill	56230	11/18/2025		L&P to West Islip Library Patron R.Martin	L.4110 · LOST AND PAID	-28.95
TOTAL						-28.95



**THE SMITHTOWN LIBRARY -L FUND**  
**NOVEMBER 2025**  
November 18, 2025

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	16739	11/18/2025	WHITE, JUDITH		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	11/18/2025		Program Refund West Point Bus Trip	L4290SA · SMITHTOWN ...	-166.00
TOTAL						-166.00
Bill Pmt -Che...	16740	11/18/2025	WORLOW, SHEILA		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	11/18/2025		Inter Building Travel 10/21,10/23,10/29/2025	L.4350 · TRAVEL	-28.34
TOTAL						-28.34

**THE SMITHTOWN LIBRARY - M FUND**

**NOVEMBER 2025**

November 18, 2025

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -C...	1187	11/18/2025	AMERICAN EXPRESS		M.0201 · CASH DISBURSEMENTS...	
Bill	STATEMENT ...	11/18/2025		SM FLOOD - BUTTON MAKER AND SUPPLIE...	M.45994 · CAT E LL Contents & C...	-635.30
TOTAL						-635.30
Bill Pmt -C...	1188	11/18/2025	SCC CONSTRUCTION MANA...		M.0201 · CASH DISBURSEMENTS...	
Bill	102526	11/18/2025		Pre-Construction Phase Services: Sept 2025 P...	M.2100 · OTHER CAPITAL	-6,500.00
TOTAL						-6,500.00

FT PR#22 Dated 10/24/25

Client ID: 21SSL - Smithtown Special Library District	<b>PAYROLL SUMMARY</b>	Period Begin Date: 10/4/2025
Pay Group: FT	Smithtown Special Library District	Period End Date: 10/17/2025
Check Date: 10/24/2025		Pay Period: 22
Run Date: 10/21/2025 Run Number: 245		Payroll Type: Regular Payroll

\*\*\* PAYROLL FUNDING \*\*\*

Debit Type	Bank Name	Transit Routing #	Bank Account #	Counts	Amount	ACH Debit
Checks					\$0.00	\$0.00
Direct Deposits	M & T BANK	*****0046	*****9349	62	\$0.00	\$141,052.87
<b>Totals:</b>				<b>62</b>	<b>\$0.00</b>	<b>\$141,052.87</b>
Tax Liabilities	M & T BANK	*****0046	*****9349		\$0.00	\$64,929.86
Third Party Checks					\$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	\$427.87
<b>Totals:</b>					<b>\$0.00</b>	<b>\$65,357.73</b>
<b>Total ACH Debit:</b>						<b>\$206,410.60</b>
<b>Total Payroll Funding (all items):</b>						<b>\$206,410.60</b>

Impound Date: 10/23/2025

\*\*\* 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 61
Direct Deposits \$141,052.87	Additional Checks \$0.00	Additional Checks 0	Inactive Employees Paid 0
<b>**** Total Net Payroll \$141,052.87</b>	Manual Checks \$0.00	Manual Checks 0	Terminated Employees Paid 0
	Void Checks/Direct Deposits \$0.00	Void Checks 0	Total Employees Paid 61
Total Taxes \$64,929.86	Third Party Sick Checks \$0.00	Third Party Sick Checks 0	Active Employee Count 61
<b>**** Total Payroll \$205,982.73</b>	Adjustments \$0.00	Adjustments 0	Inactive Employee Count 0
	Direct Deposits (62) \$141,052.87	Vouchers (Direct Deposit) 61	Terminated Employee Count 23
Payroll Adjustments \$0.00	Total Third Party Pays \$0.00	Total Third Party Payments 0	Total Employee Count 84
<b>**** Adjusted Total \$205,982.73</b>	Total Third Party Void Checks \$0.00	Total Third Party Voids 0	Employees Paid this Month 63
		Zero Net Checks 0	Active Employees this Month 61
			Employees with W2 Data 65
			Active Employees Not Paid 0
			Active (Hired) EEs Not Paid 0

FT - 206,410.600 +  
 PT - 67,593.000 +  
 274,003.600 \*  
 Total

O.K. RT  
 22 Oct 25

Client ID: 21SSL - Smithtown Special Library District

Pay Group: FT

Check Date: 10/24/2025

Run Date: 10/21/2025 Run Number: 245

**PAYROLL SUMMARY**

Smithtown Special Library District

Period Begin Date: 10/4/2025

Period End Date: 10/17/2025

Pay Period: 22

Payroll Type: Regular Payroll

**\*\*\* PAYROLL TAXES \*\*\***

	CURRENT		MTD		QTD		YTD	
	Wages	Taxes	Wages	Taxes	Wages	Taxes	Wages	Taxes
<b>Federal Deposits</b>								
FEDERAL WH	194,398.93	24,657.30	418,707.16	50,990.77	418,707.16	50,990.77	4,263,357.01	534,343.62
MED EE (1.450000%)	205,391.35	3,071.31	441,362.88	6,584.30	441,362.88	6,584.30	4,583,751.26	66,682.19
MED ER (1.450000%)	205,391.35	2,978.13	441,362.88	6,399.73	441,362.88	6,399.73	4,583,751.26	66,464.36
SOC SEC EE (6.200000%)	195,037.58	12,092.42	420,855.34	26,093.08	420,855.34	26,093.08	4,535,647.77	281,210.22
SOC SEC ER (6.200000%)	195,037.58	12,092.42	420,855.34	26,093.08	420,855.34	26,093.08	4,535,647.77	281,210.22
<b>Total Federal Deposits</b>		<b>54,891.58</b>		<b>116,160.96</b>		<b>116,160.96</b>		<b>1,229,910.61</b>
<b>State/Local Employee Tax</b>								
NEW YORK WH	197,963.44	10,038.28	426,113.50	21,044.82	426,113.50	21,044.82	4,336,577.13	220,828.00
<b>Total State/Local Employee Tax</b>		<b>10,038.28</b>		<b>21,044.82</b>		<b>21,044.82</b>		<b>220,828.00</b>
<b>Total Taxes</b>		<b>64,929.86</b>		<b>137,205.78</b>		<b>137,205.78</b>		<b>1,450,738.61</b>

Client ID: 21SSL - Smithtown Special Library District  
 Pay Group: FT  
 Check Date: 10/24/2025  
 Run Date: 10/21/2025 Run Number: 245

**PAYROLL SUMMARY**  
 Smithtown Special Library District

Period Begin Date: 10/4/2025  
 Period End Date: 10/17/2025  
 Pay Period: 22  
 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%)	205,391.35	2,978.13	441,362.88	6,399.73	441,362.88	6,399.73	4,583,751.26	66,464.36
SOC SEC ER (6.200000%)	195,037.58	12,092.42	420,855.34	26,093.08	420,855.34	26,093.08	4,535,647.77	281,210.22
<b>Total Employer Tax</b>		<b>15,070.55</b>		<b>32,492.81</b>		<b>32,492.81</b>		<b>347,674.58</b>

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

Client ID: 21SSL - Smithtown Special Library District  
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 Check Date: 10/24/2025  
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**PAYROLL SUMMARY**  
 Smithtown Special Library District

Period Begin Date: 10/4/2025  
 Period End Date: 10/17/2025  
 Pay Period: 22  
 Payroll Type: Regular Payroll

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

Earnings	CURRENT		MTD		QTD		YTD	
	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars
Overtime	12.92	983.51	12.92	983.51	12.92	983.51	29.50	2,083.19
Sunday	74.50	5,056.16	171.00	11,335.51	171.00	11,335.51	1,193.25	74,724.62
Holiday	427.00	20,852.34	427.00	20,852.34	427.00	20,852.34	4,433.37	215,804.69
Regular	3,310.93	161,989.04	6,917.98	339,409.86	6,917.98	339,409.86	75,419.35	3,679,229.72
Sick	86.17	4,251.54	207.23	9,901.16	207.23	9,901.16	3,508.30	162,919.71
Vacation	337.88	16,250.64	720.44	34,434.55	720.44	34,434.55	6,705.89	325,676.37
Personal	65.60	3,033.82	150.99	6,911.55	150.99	6,911.55	1,229.95	58,141.45
Jury Duty	0.00	0.00	0.00	0.00	0.00	0.00	42.00	1,705.80
Bereavement Ear	0.00	0.00	7.00	365.09	7.00	365.09	247.00	10,217.83
Comp Time	24.47	1,197.36	79.77	3,629.99	79.77	3,629.99	1,501.68	70,197.31
Call Back	0.00	0.00	0.00	0.00	0.00	0.00	2.50	117.77
Stipend	0.00	1,300.00	0.00	1,300.00	0.00	1,300.00	0.00	6,500.00
NYS CP	0.00	0.00	0.00	0.00	0.00	0.00	101.50	4,758.64
Travel	1.70	72.64	3.09	150.17	3.09	150.17	42.69	2,079.86
Union Hours	0.00	0.00	0.00	0.00	0.00	0.00	9.90	397.99
Meetings	11.25	598.63	21.50	1,115.06	21.50	1,115.06	560.63	31,142.40
Medical Screen	5.00	277.73	5.00	277.73	5.00	277.73	43.00	2,462.05
Overtime Reg	30.00	1,442.83	30.00	1,442.83	30.00	1,442.83	115.50	6,288.87
Retro Pay	0.00	0.00	0.00	0.00	0.00	0.00	28.00	101.06
Vacation NR	0.00	0.00	0.00	0.00	0.00	0.00	576.47	23,186.19
Snow Day	0.00	0.00	0.00	0.00	0.00	0.00	97.75	4,606.25
Sick NR	0.00	0.00	0.00	0.00	0.00	0.00	2,035.15	85,402.54
Longevity REG	0.00	0.00	0.00	33,083.31	0.00	33,083.31	0.00	64,999.99
<b>Total Earnings</b>	<b>4,387.42</b>	<b>217,306.24</b>	<b>8,753.92</b>	<b>465,192.66</b>	<b>8,753.92</b>	<b>465,192.66</b>	<b>97,923.38</b>	<b>4,832,744.30</b>
<b>Memo Calculations</b>	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars
MemoSundayHours	50.50	0.00	147.67	0.00	147.67	0.00	1,054.92	0.00
Salary Hours	3,303.07	0.00	6,863.77	0.00	6,863.77	0.00	69,436.77	0.00
<b>Total Memo Calculations</b>	<b>3,353.57</b>	<b>0.00</b>	<b>7,011.44</b>	<b>0.00</b>	<b>7,011.44</b>	<b>0.00</b>	<b>70,491.69</b>	<b>0.00</b>
<b>Deductions</b>		Dollars		Dollars		Dollars		Dollars
Medical Pre-tax		11,894.64		23,789.28		23,789.28		248,588.04
Aflac		20.25		40.50		40.50		405.00

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

Client ID: 21SSL - Smithtown Special Library District  
 Pay Group: FT  
 Check Date: 10/24/2025  
 Run Date: 10/21/2025 Run Number: 245

**PAYROLL SUMMARY**

Smithtown Special Library District

Period Begin Date: 10/4/2025  
 Period End Date: 10/17/2025  
 Pay Period: 22  
 Payroll Type: Regular Payroll

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

	CURRENT	MTD	QTD	YTD
NYS Retirement	3,564.51	7,406.34	7,406.34	73,120.05
Retirement Loan	871.00	1,742.00	1,742.00	18,886.74
AXA Equitable	2,798.00	5,596.00	5,596.00	61,156.00
CSEA Benefit Fd	462.00	924.00	924.00	10,444.00
NYS Def Comp	4,109.91	8,613.38	8,613.38	113,071.95
CSEA Ins	93.77	187.54	187.54	2,062.94
Disability	194.75	389.50	389.50	3,952.00
CSEA Dues	1,763.86	3,527.72	3,527.72	38,873.84
Post Tax SCP	60.93	121.86	121.86	1,340.46
Pearl Carroll	40.44	80.88	80.88	889.68
Met Life	520.00	1,040.00	1,040.00	72,946.18
Pre Tax SCP	0.00	0.00	0.00	100.07
<b>Total Deductions</b>	<b>26,394.06</b>	<b>53,459.00</b>	<b>53,459.00</b>	<b>645,836.95</b>

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

*O.K. AR*  
*22 Oct 25*

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
<b>Position Category(1 - Clerical Full Time) Totals</b>								
<b>Pays:</b>								
Overtime	10.92	790.60	10.92	790.60	10.92	790.60	22.25	1,619.98
Sunday	28.00	1,554.92	70.00	3,593.91	70.00	3,593.91	487.25	24,315.62
Holiday	154.00	5,851.83	154.00	5,851.83	154.00	5,851.83	1,610.50	61,405.68
Regular	1,247.96	47,245.59	2,540.89	96,847.29	2,540.89	96,847.29	26,994.03	1,033,586.02
Sick	13.85	461.78	62.85	2,214.62	62.85	2,214.62	1,271.98	46,637.30
Vacation	84.00	3,333.52	221.50	8,298.59	221.50	8,298.59	2,373.59	93,736.24
Personal	34.87	1,418.57	71.44	2,833.70	71.44	2,833.70	462.60	18,285.01
Jury Duty							14.00	371.32
Bereavement Ear							135.00	4,346.72
Comp Time	2.87	92.99	26.62	864.52	26.62	864.52	553.70	20,681.84
Stipend		700.00		700.00		700.00		3,500.00
NYS CP							24.50	741.35
Travel	0.45	17.26	0.70	29.36	0.70	29.36	17.36	646.81
Union Hours							3.00	94.83
Meetings							36.50	1,687.69
Medical Screen	2.00	96.83	2.00	96.83	2.00	96.83	5.25	279.15
Overtime Reg	25.00	1,121.31	25.00	1,121.31	25.00	1,121.31	103.50	5,541.52
Vacation NR							397.17	13,061.46
Snow Day							34.25	1,387.11
Sick NR							1,251.75	41,165.43
Longevity REG				9,833.31		9,833.31		19,166.65
<b>Total Gross Pay:</b>	<b>1,603.92</b>	<b>62,685.20</b>	<b>3,185.92</b>	<b>133,075.87</b>	<b>3,185.92</b>	<b>133,075.87</b>	<b>35,798.18</b>	<b>1,392,257.73</b>
<b>Employee Taxes:</b>								
SOC SEC EE		3,645.41		7,768.54		7,768.54		80,871.83
MED EE		852.53		1,816.82		1,816.82		18,913.56
FEDERAL WH		5,847.29		11,888.79		11,888.79		125,612.04
NEW YORK WH		2,714.15		5,600.58		5,600.58		58,357.11
<b>Total Employee Taxes:</b>		<b>13,059.38</b>		<b>27,074.73</b>		<b>27,074.73</b>		<b>283,754.54</b>
<b>Deductions:</b>								
Medical Pre-tax		3,868.26		7,736.52		7,736.52		87,468.60
Aflac		20.25		40.50		40.50		405.00
NYS Retirement		1,568.30		3,316.74		3,316.74		30,360.83
Retirement Loan		124.00		248.00		248.00		2,728.00
AXA Equitable		700.00		1,400.00		1,400.00		15,400.00
CSEA Benefit Fd		158.00		316.00		316.00		3,716.00
NYS Def Comp		1,596.44		3,581.91		3,581.91		62,748.14
CSEA Ins		59.90		119.80		119.80		1,317.80
Disability		61.75		123.50		123.50		1,273.00
CSEA Dues		539.21		1,078.42		1,078.42		11,793.31
Pearl Carroll		24.79		49.58		49.58		545.38
Met Life		20.00		40.00		40.00		31,946.18
Pre Tax SCP								100.07
<b>Total Deductions:</b>		<b>8,740.90</b>		<b>18,050.97</b>		<b>18,050.97</b>		<b>249,802.31</b>
<b>Netpay:</b>		<b>40,884.92</b>		<b>87,950.17</b>		<b>87,950.17</b>		<b>858,700.88</b>
<b>Employer Taxes:</b>								
SOC SEC ER		3,645.41		7,768.54		7,768.54		80,871.83
MED ER		852.53		1,816.82		1,816.82		18,913.56
<b>Total Employer Taxes:</b>		<b>4,497.94</b>		<b>9,585.36</b>		<b>9,585.36</b>		<b>99,785.39</b>



	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
<b>Position Category(3 - Librarian Full Time) Totals</b>								
<b>Pays:</b>								
Overtime	2.00	192.91	2.00	192.91	2.00	192.91	3.75	361.71
Sunday	42.00	3,368.14	92.00	7,475.40	92.00	7,475.40	626.00	48,086.40
Holiday	259.00	14,591.01	259.00	14,591.01	259.00	14,591.01	2,682.87	150,382.91
Regular	1,964.47	112,119.63	4,141.34	235,950.33	4,141.34	235,950.33	45,803.49	2,571,531.07
Sick	68.07	3,624.94	137.38	7,415.07	137.38	7,415.07	2,160.32	113,789.13
Vacation	232.88	12,102.70	477.94	25,321.54	477.94	25,321.54	4,206.30	227,113.23
Personal	29.48	1,571.54	78.30	4,034.14	78.30	4,034.14	740.81	39,167.01
Jury Duty							21.00	1,069.63
Bereavement Ear			7.00	365.09	7.00	365.09	98.00	5,595.04
Comp Time	20.60	1,065.59	52.15	2,726.69	52.15	2,726.69	889.60	47,763.90
Call Back							2.50	117.77
Stipend		600.00		600.00		600.00		3,000.00
NYS CP							77.00	4,017.29
Travel	1.25	55.38	2.39	120.81	2.39	120.81	25.33	1,433.05
Union Hours							6.90	303.16
Meetings	11.25	598.63	21.50	1,115.06	21.50	1,115.06	523.88	29,449.78
Medical Screen	3.00	180.90	3.00	180.90	3.00	180.90	35.00	2,078.85
Overtime Reg	5.00	321.52	5.00	321.52	5.00	321.52	12.00	747.35
Retro Pay							28.00	101.06
Vacation NR							179.30	10,124.73
Snow Day							55.50	3,008.98
Sick NR							783.40	44,237.11
Longevity REG				22,500.00		22,500.00		44,333.34
<b>Total Gross Pay:</b>	<b>2,639.00</b>	<b>150,392.89</b>	<b>5,279.00</b>	<b>322,910.47</b>	<b>5,279.00</b>	<b>322,910.47</b>	<b>58,960.95</b>	<b>3,347,812.50</b>
<b>Employee Taxes:</b>								
SOC SEC EE		8,184.85		17,753.74		17,753.74		194,592.59
MED EE		2,157.48		4,633.99		4,633.99		46,424.86
FEDERAL WH		18,483.75		38,440.23		38,440.23		401,753.57
NEW YORK WH		7,138.82		15,055.26		15,055.26		158,458.92
<b>Total Employee Taxes:</b>		<b>35,964.90</b>		<b>75,883.22</b>		<b>75,883.22</b>		<b>801,229.94</b>
<b>Deductions:</b>								
Medical Pre-tax		8,026.38		16,052.76		16,052.76		161,119.44
NYS Retirement		1,950.81		3,998.80		3,998.80		41,787.88
Retirement Loan		747.00		1,494.00		1,494.00		16,158.74
AXA Equitable		2,098.00		4,196.00		4,196.00		45,756.00
CSEA Benefit Fd		288.00		576.00		576.00		6,376.00
NYS Def Comp		2,513.47		5,031.47		5,031.47		50,323.81
CSEA Ins		33.87		67.74		67.74		745.14
Disability		133.00		266.00		266.00		2,679.00
CSEA Dues		1,189.66		2,379.32		2,379.32		26,311.77
Post Tax SCP		60.93		121.86		121.86		1,340.46
Pearl Carroll		15.65		31.30		31.30		344.30
Met Life		500.00		1,000.00		1,000.00		41,000.00
<b>Total Deductions:</b>		<b>17,556.77</b>		<b>35,215.25</b>		<b>35,215.25</b>		<b>393,942.54</b>
<b>Netpay:</b>		<b>96,871.22</b>		<b>211,812.00</b>		<b>211,812.00</b>		<b>2,152,640.02</b>
<b>Employer Taxes:</b>								
SOC SEC ER		8,184.85		17,753.74		17,753.74		194,592.59
MED ER		2,064.30		4,449.42		4,449.42		46,207.03
<b>Total Employer Taxes:</b>		<b>10,249.15</b>		<b>22,203.16</b>		<b>22,203.16</b>		<b>240,799.62</b>

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
<b>Position Category(5 - Custodial Full Time) Totals</b>								
<b>Pays:</b>								
Holiday	7.00	271.47	7.00	271.47	7.00	271.47	70.00	2,662.67
Regular	35.75	1,386.45	103.00	3,994.53	103.00	3,994.53	1,234.58	47,119.96
Sick	4.25	164.82	7.00	271.47	7.00	271.47	55.00	2,087.30
Vacation	21.00	814.42	21.00	814.42	21.00	814.42	126.00	4,826.90
Personal	1.00	38.78	1.00	38.78	1.00	38.78	9.43	355.98
Jury Duty							7.00	264.85
Comp Time	1.00	38.78	1.00	38.78	1.00	38.78	32.99	1,260.85
Medical Screen							2.75	104.05
Snow Day							3.00	113.50
Longevity REG				750.00		750.00		1,500.00
<b>Total Gross Pay:</b>	<b>70.00</b>	<b>2,714.72</b>	<b>140.00</b>	<b>6,179.45</b>	<b>140.00</b>	<b>6,179.45</b>	<b>1,540.75</b>	<b>60,296.06</b>
<b>Employee Taxes:</b>								
SOC SEC EE		168.32		383.13		383.13		3,738.36
MED EE		39.36		89.60		89.60		874.29
FEDERAL WH		228.50		466.23		466.23		4,934.06
NEW YORK WH		126.17		270.70		270.70		2,761.32
<b>Total Employee Taxes:</b>		<b>562.35</b>		<b>1,209.66</b>		<b>1,209.66</b>		<b>12,308.03</b>
<b>Deductions:</b>								
CSEA Benefit Fd		8.00		16.00		16.00		176.00
CSEA Dues		34.99		69.98		69.98		768.76
<b>Total Deductions:</b>		<b>42.99</b>		<b>85.98</b>		<b>85.98</b>		<b>944.76</b>
<b>Netpay:</b>		<b>2,109.38</b>		<b>4,883.81</b>		<b>4,883.81</b>		<b>47,043.27</b>
<b>Employer Taxes:</b>								
SOC SEC ER		168.32		383.13		383.13		3,738.36
MED ER		39.36		89.60		89.60		874.29
<b>Total Employer Taxes:</b>		<b>207.68</b>		<b>472.73</b>		<b>472.73</b>		<b>4,612.65</b>

<b>Client ID:</b> 21SSL - Smithtown Special Library District	<b>LABOR ALLOCATION SUMMARY</b>	<b>Period Begin Date:</b> 10/4/2025
<b>Pay Group:</b> FT	Smithtown Special Library District	<b>Period End Date:</b> 10/17/2025
<b>Check Date:</b> 10/24/2025		<b>Pay Period:</b> 22
<b>Run Date:</b> 10/21/2025      Run Number: 245	Group By: Position Category	<b>Payroll Type:</b> Regular Payroll

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
<b>Position Category(7 - Messenger / Groundskeeper) Totals</b>								
<b>Pays:</b>								
Overtime							3.50	101.50
Sunday	4.50	133.10	9.00	266.20	9.00	266.20	80.00	2,322.60
Holiday	7.00	138.03	7.00	138.03	7.00	138.03	70.00	1,353.43
Regular	62.75	1,237.37	132.75	2,617.71	132.75	2,617.71	1,387.25	26,992.67
Sick							21.00	405.98
Personal	0.25	4.93	0.25	4.93	0.25	4.93	17.11	333.45
Bereavement Ear							14.00	276.07
Comp Time							25.39	490.72
Meetings							0.25	4.93
Snow Day							5.00	96.66
<b>Total Gross Pay:</b>	<b>74.50</b>	<b>1,513.43</b>	<b>149.00</b>	<b>3,026.87</b>	<b>149.00</b>	<b>3,026.87</b>	<b>1,623.50</b>	<b>32,378.01</b>
<b>Employee Taxes:</b>								
SOC SEC EE		93.84		187.67		187.67		2,007.44
MED EE		21.94		43.89		43.89		469.48
FEDERAL WH		97.76		195.52		195.52		2,043.95
NEW YORK WH		59.14		118.28		118.28		1,250.65
<b>Total Employee Taxes:</b>		<b>272.68</b>		<b>545.36</b>		<b>545.36</b>		<b>5,771.52</b>
<b>Deductions:</b>								
NYS Retirement		45.40		90.80		90.80		971.34
CSEA Benefit Fd		8.00		16.00		16.00		176.00
<b>Total Deductions:</b>		<b>53.40</b>		<b>106.80</b>		<b>106.80</b>		<b>1,147.34</b>
<b>Netpay:</b>		<b>1,187.35</b>		<b>2,374.71</b>		<b>2,374.71</b>		<b>25,459.15</b>
<b>Employer Taxes:</b>								
SOC SEC ER		93.84		187.67		187.67		2,007.44
MED ER		21.94		43.89		43.89		469.48
<b>Total Employer Taxes:</b>		<b>115.78</b>		<b>231.56</b>		<b>231.56</b>		<b>2,476.92</b>

Client ID: 21SSL - Smithtown Special Library District

**LABOR ALLOCATION SUMMARY**

Period Begin Date: 10/4/2025

Pay Group: FT

Smithtown Special Library District

Period End Date: 10/17/2025

Check Date: 10/24/2025

Pay Period: 22

Run Date: 10/21/2025 Run Number: 245

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
<b>Grand Totals</b>								
<b>Pays:</b>								
Overtime	12.92	983.51	12.92	983.51	12.92	983.51	29.50	2,083.19
Sunday	74.50	5,056.16	171.00	11,335.51	171.00	11,335.51	1,193.25	74,724.62
Holiday	427.00	20,852.34	427.00	20,852.34	427.00	20,852.34	4,433.37	215,804.69
Regular	3,310.93	161,989.04	6,917.98	339,409.86	6,917.98	339,409.86	75,419.35	3,679,229.72
Sick	86.17	4,251.54	207.23	9,901.16	207.23	9,901.16	3,508.30	162,919.71
Vacation	337.88	16,250.64	720.44	34,434.55	720.44	34,434.55	6,705.89	325,676.37
Personal	65.60	3,033.82	150.99	6,911.55	150.99	6,911.55	1,229.95	58,141.45
Jury Duty							42.00	1,705.80
Bereavement Ear			7.00	365.09	7.00	365.09	247.00	10,217.83
Comp Time	24.47	1,197.36	79.77	3,629.99	79.77	3,629.99	1,501.68	70,197.31
Call Back							2.50	117.77
Stipend		1,300.00		1,300.00		1,300.00		6,500.00
NYS CP							101.50	4,758.64
Travel	1.70	72.64	3.09	150.17	3.09	150.17	42.69	2,079.86
Union Hours							9.90	397.99
Meetings	11.25	598.63	21.50	1,115.06	21.50	1,115.06	560.63	31,142.40
Medical Screen	5.00	277.73	5.00	277.73	5.00	277.73	43.00	2,462.05
Overtime Reg	30.00	1,442.83	30.00	1,442.83	30.00	1,442.83	115.50	6,288.87
Retro Pay							28.00	101.06
Vacation NR							576.47	23,186.19
Snow Day							97.75	4,606.25
Sick NR							2,035.15	85,402.54
Longevity REG				33,083.31		33,083.31		64,999.99
<b>Total Gross Pay:</b>	<b>4,387.42</b>	<b>217,306.24</b>	<b>8,753.92</b>	<b>465,192.66</b>	<b>8,753.92</b>	<b>465,192.66</b>	<b>97,923.38</b>	<b>4,832,744.30</b>
<b>Employee Taxes:</b>								
SOC SEC EE		12,092.42		26,093.08		26,093.08		281,210.22
MED EE		3,071.31		6,584.30		6,584.30		66,682.19
FEDERAL WH		24,657.30		50,990.77		50,990.77		534,343.62
NEW YORK WH		10,038.28		21,044.82		21,044.82		220,828.00
<b>Total Employee Taxes:</b>		<b>49,859.31</b>		<b>104,712.97</b>		<b>104,712.97</b>		<b>1,103,064.03</b>
<b>Deductions:</b>								
Medical Pre-tax		11,894.64		23,789.28		23,789.28		248,588.04
Aflac		20.25		40.50		40.50		405.00
NYS Retirement		3,564.51		7,406.34		7,406.34		73,120.05
Retirement Loan		871.00		1,742.00		1,742.00		18,886.74
AXA Equitable		2,798.00		5,596.00		5,596.00		61,156.00
CSEA Benefit Fd		462.00		924.00		924.00		10,444.00
NYS Def Comp		4,109.91		8,613.38		8,613.38		113,071.95
CSEA Ins		93.77		187.54		187.54		2,062.94
Disability		194.75		389.50		389.50		3,952.00
CSEA Dues		1,763.86		3,527.72		3,527.72		38,873.84
Post Tax SCP		60.93		121.86		121.86		1,340.46
Pearl Carroll		40.44		80.88		80.88		889.68
Met Life		520.00		1,040.00		1,040.00		72,946.18
Pre Tax SCP								100.07
<b>Total Deductions:</b>		<b>26,394.06</b>		<b>53,459.00</b>		<b>53,459.00</b>		<b>645,836.95</b>
<b>Netpay:</b>		<b>141,052.87</b>		<b>307,020.69</b>		<b>307,020.69</b>		<b>3,083,843.32</b>
<b>Employer Taxes:</b>								
SOC SEC ER		12,092.42		26,093.08		26,093.08		281,210.22

<b>Client ID:</b> 21SSL - Smithtown Special Library District	<b>LABOR ALLOCATION SUMMARY</b>	<b>Period Begin Date:</b> 10/4/2025
<b>Pay Group:</b> FT	Smithtown Special Library District	<b>Period End Date:</b> 10/17/2025
<b>Check Date:</b> 10/24/2025		<b>Pay Period:</b> 22
<b>Run Date:</b> 10/21/2025      Run Number: 245	Group By: Position Category	<b>Payroll Type:</b> Regular Payroll

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
MED ER		2,978.13		6,399.73		6,399.73		66,464.36
<b>Total Employer Taxes:</b>		<b>15,070.55</b>		<b>32,492.81</b>		<b>32,492.81</b>		<b>347,674.58</b>

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PR# 22

Dated 10/24/25

<b>Client ID:</b> 21SSL - Smithtown Special Library District	<b>PAYROLL SUMMARY</b>	<b>Period Begin Date:</b> 10/4/2025
<b>Pay Group:</b> PT	Smithtown Special Library District	<b>Period End Date:</b> 10/17/2025
<b>Check Date:</b> 10/24/2025		<b>Pay Period:</b> 22
<b>Run Date:</b> 10/21/2025    Run Number: 246		<b>Payroll Type:</b> Regular Payroll

\*\*\* PAYROLL FUNDING \*\*\*

Debit Type	Bank Name	Transit Routing #	Bank Account #	Counts	Amount	ACH Debit
Checks					\$0.00	\$0.00
Direct Deposits	M & T BANK	*****0046	*****9349	78	\$0.00	\$51,691.26
<b>Totals:</b>				<b>78</b>	<b>\$0.00</b>	<b>\$51,691.26</b>
Tax Liabilities	M & T BANK	*****0046	*****9349		\$0.00	\$15,469.72
Third Party Checks					\$0.00	\$0.00
Third Party Electronic Payment	M & T BANK	*****0046	*****9349	1	\$0.00	\$170.00
Payroll Billing	M & T BANK	*****0046	*****9349		\$0.00	\$262.02
<b>Totals:</b>				<b>1</b>	<b>\$0.00</b>	<b>\$15,901.74</b>
<b>Total ACH Debit:</b>						<b>\$67,593.00</b>
						<b>Impound Date: 10/23/2025</b>
<b>Total Payroll Funding (all items):</b>						<b>\$67,593.00</b>

\*\*\* 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            77
Direct Deposits                    \$51,691.26	Additional Checks                \$0.00	Additional Checks                0	Inactive Employees Paid         0
<b>**** Total Net Payroll            \$51,691.26</b>	Manual Checks                    \$0.00	Manual Checks                    0	Terminated Employees Paid     0
	Void Checks/Direct Deposits    \$0.00	Void Checks                        0	Total Employees Paid            77
Total Taxes                        \$15,469.72	Third Party Sick Checks         \$0.00	Third Party Sick Checks         0	Active Employee Count          79
<b>**** Total Payroll                \$67,160.98</b>	Adjustments                        \$0.00	Adjustments                        0	Inactive Employee Count         0
	Direct Deposits (78)             \$51,691.26	Vouchers (Direct Deposit)       77	Terminated Employee Count     78
Payroll Adjustments               \$0.00	Total Third Party Pays          \$170.00	Total Third Party Payments     1	Total Employee Count          157
<b>**** Adjusted Total               \$67,160.98</b>	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    81
			Employees with W2 Data         96
			Active Employees Not Paid      2
			Active (Hired) EEs Not Paid    2

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14 Oct 25

Client ID: 21SSL - Smithtown Special Library District

Pay Group: PT

Check Date: 10/24/2025

Run Date: 10/21/2025 Run Number: 246

**PAYROLL SUMMARY**

Smithtown Special Library District

Period Begin Date: 10/4/2025

Period End Date: 10/17/2025

Pay Period: 22

Payroll Type: Regular Payroll

**\*\*\* PAYROLL TAXES \*\*\***

	CURRENT		MTD		QTD		YTD	
	Wages	Taxes	Wages	Taxes	Wages	Taxes	Wages	Taxes
<b>Federal Deposits</b>								
FEDERAL WH	63,254.78	3,615.97	138,303.88	7,842.50	138,303.88	7,842.50	1,466,149.74	84,207.08
MED EE (1.450000%)	64,126.17	929.83	140,112.82	2,031.67	140,112.82	2,031.67	1,506,651.50	21,846.44
MED ER (1.450000%)	64,126.17	929.83	140,112.82	2,031.67	140,112.82	2,031.67	1,506,651.50	21,846.44
SOC SEC EE (6.200000%)	64,126.17	3,975.86	140,112.82	8,687.00	140,112.82	8,687.00	1,506,651.50	93,412.44
SOC SEC ER (6.200000%)	64,126.17	3,975.86	140,112.82	8,687.00	140,112.82	8,687.00	1,506,651.50	93,412.44
<b>Total Federal Deposits</b>		<b>13,427.35</b>		<b>29,279.84</b>		<b>29,279.84</b>		<b>314,724.84</b>
<b>State/Local Employee Tax</b>								
NEW YORK WH	64,126.17	2,042.37	140,112.82	4,488.47	140,112.82	4,488.47	1,485,031.45	48,488.92
<b>Total State/Local Employee Tax</b>		<b>2,042.37</b>		<b>4,488.47</b>		<b>4,488.47</b>		<b>48,488.92</b>
<b>Total Taxes</b>		<b>15,469.72</b>		<b>33,768.31</b>		<b>33,768.31</b>		<b>363,213.76</b>

Client ID: 21SSL - Smithtown Special Library District  
 Pay Group: PT  
 Check Date: 10/24/2025  
 Run Date: 10/21/2025 Run Number: 246

**PAYROLL SUMMARY**  
 Smithtown Special Library District

Period Begin Date: 10/4/2025  
 Period End Date: 10/17/2025  
 Pay Period: 22  
 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%)	64,126.17	929.83	140,112.82	2,031.67	140,112.82	2,031.67	1,506,651.50	21,846.44
SOC SEC ER (6.200000%)	64,126.17	3,975.86	140,112.82	8,687.00	140,112.82	8,687.00	1,506,651.50	93,412.44
<b>Total Employer Tax</b>		<b>4,905.69</b>		<b>10,718.67</b>		<b>10,718.67</b>		<b>115,258.88</b>

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



Client ID: 21SSL - Smithtown Special Library District  
 Pay Group: PT  
 Check Date: 10/24/2025  
 Run Date: 10/21/2025 Run Number: 246

**PAYROLL SUMMARY**  
 Smithtown Special Library District

Period Begin Date: 10/4/2025  
 Period End Date: 10/17/2025  
 Pay Period: 22  
 Payroll Type: Regular Payroll

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

Earnings	CURRENT		MTD		QTD		YTD	
	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars
Sunday	20.00	856.72	45.50	1,875.83	45.50	1,875.83	403.78	18,136.16
Holiday	205.50	5,499.21	205.50	5,499.21	205.50	5,499.21	2,076.00	54,888.12
Regular	1,968.38	52,458.62	4,030.00	107,127.90	4,030.00	107,127.90	45,586.62	1,207,258.49
Sick	71.22	2,147.27	153.87	4,615.01	153.87	4,615.01	1,258.88	41,876.31
Vacation	43.84	1,539.04	156.31	5,076.74	156.31	5,076.74	2,336.56	76,068.63
Personal	39.39	999.83	66.38	1,757.65	66.38	1,757.65	434.40	12,806.23
Jury Duty	0.00	0.00	21.00	803.10	21.00	803.10	94.50	3,383.28
Bereavement Ear	4.00	89.07	13.50	300.61	13.50	300.61	118.00	3,295.93
Comp Time	7.44	336.52	28.44	830.49	28.44	830.49	560.82	14,633.35
Call Back	0.00	0.00	0.00	0.00	0.00	0.00	6.00	133.14
Snow Removal	0.00	0.00	0.00	0.00	0.00	0.00	30.00	849.90
NYS CP	0.00	0.00	0.00	0.00	0.00	0.00	57.75	1,317.77
Travel	0.00	0.00	0.75	19.39	0.75	19.39	8.52	264.35
Meetings	0.00	0.00	0.00	0.00	0.00	0.00	41.00	1,450.93
Sunday Reg	8.00	132.00	16.00	264.00	16.00	264.00	178.88	3,032.54
Medical Screen	0.00	0.00	0.00	0.00	0.00	0.00	16.00	477.82
Overtime Reg	3.00	67.89	3.00	67.89	3.00	67.89	4.00	85.64
Retro Pay	0.00	0.00	0.00	0.00	0.00	0.00	4.00	97.96
Vacation NR	0.00	0.00	0.00	0.00	0.00	0.00	541.47	16,808.16
Snow Day	0.00	0.00	0.00	0.00	0.00	0.00	55.25	1,335.44
Sick NR	0.00	0.00	0.00	0.00	0.00	0.00	420.00	14,741.96
Longevity REG	0.00	0.00	0.00	11,875.00	0.00	11,875.00	0.00	22,875.00
Donation	0.00	0.00	0.00	0.00	0.00	0.00	329.45	10,834.39
<b>Total Earnings</b>	<b>2,370.77</b>	<b>64,126.17</b>	<b>4,740.25</b>	<b>140,112.82</b>	<b>4,740.25</b>	<b>140,112.82</b>	<b>54,561.88</b>	<b>1,506,651.50</b>
<b>Memo Calculations</b>	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars
MemoSundayHours	20.50	0.00	54.00	0.00	54.00	0.00	518.66	0.00
<b>Total Memo Calculations</b>	<b>20.50</b>	<b>0.00</b>	<b>54.00</b>	<b>0.00</b>	<b>54.00</b>	<b>0.00</b>	<b>518.66</b>	<b>0.00</b>
<b>Deductions</b>		Dollars		Dollars		Dollars		Dollars
Child Support		170.00		340.00		340.00		1,360.00
NYS Retirement		871.39		1,808.94		1,808.94		18,881.71
CSEA Benefit Fd		61.36		122.72		122.72		1,274.62

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

Client ID: 21SSL - Smithtown Special Library District

**PAYROLL SUMMARY**

Period Begin Date: 10/4/2025

Pay Group: PT

Smithtown Special Library District

Period End Date: 10/17/2025

Check Date: 10/24/2025

Pay Period: 22

Run Date: 10/21/2025 Run Number: 246

Payroll Type: Regular Payroll

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

	CURRENT	MTD	QTD	YTD
NYS Def Comp	0.00	0.00	0.00	21,620.05
Disability	76.00	152.00	152.00	1,553.25
CSEA Dues	692.88	1,385.76	1,385.76	16,646.55
Post Tax SCP	-0.75	-0.75	-0.75	57.60
<b>Total Deductions</b>	<b>1,870.88</b>	<b>3,808.67</b>	<b>3,808.67</b>	<b>61,393.78</b>

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

*a/c. PZ*  
*16 Oct 25*

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
<b>Position Category(2 - Clerical Part Time) Totals</b>								
<b>Pays:</b>								
Sunday	4.00	139.00	12.00	475.32	12.00	475.32	180.50	7,954.00
Holiday	86.00	2,375.16	86.00	2,375.16	86.00	2,375.16	889.00	23,895.48
Regular	758.00	21,729.58	1,593.50	45,820.30	1,593.50	45,820.30	18,182.91	506,341.87
Sick	62.50	1,914.51	118.53	3,571.32	118.53	3,571.32	733.73	21,672.34
Vacation	26.09	670.77	84.06	2,046.65	84.06	2,046.65	1,375.86	39,778.07
Personal	34.22	834.57	44.97	1,076.89	44.97	1,076.89	250.70	6,460.94
Jury Duty							23.00	756.38
Bereavement Ear	4.00	89.07	13.50	300.61	13.50	300.61	46.50	1,164.19
Comp Time	0.19	4.40	6.19	140.67	6.19	140.67	225.29	6,099.97
NYS CP							35.00	936.71
Travel			0.25	8.30	0.25	8.30	1.50	46.97
Meetings							9.50	307.92
Medical Screen							4.00	131.55
Retro Pay							1.00	32.71
Vacation NR							237.16	5,858.73
Snow Day							18.00	487.75
Longevity REG				6,500.00		6,500.00		12,000.00
Donation							329.45	10,834.39
<b>Total Gross Pay:</b>	<b>975.00</b>	<b>27,757.06</b>	<b>1,959.00</b>	<b>62,315.22</b>	<b>1,959.00</b>	<b>62,315.22</b>	<b>22,543.10</b>	<b>644,759.97</b>
<b>Employee Taxes:</b>								
SOC SEC EE		1,720.94		3,863.56		3,863.56		39,975.12
MED EE		402.46		903.57		903.57		9,349.02
FEDERAL WH		1,450.29		3,191.34		3,191.34		35,172.24
NEW YORK WH		915.87		2,047.67		2,047.67		22,002.09
<b>Total Employee Taxes:</b>		<b>4,489.56</b>		<b>10,006.14</b>		<b>10,006.14</b>		<b>106,498.47</b>
<b>Deductions:</b>								
NYS Retirement		438.37		998.91		998.91		9,952.34
CSEA Benefit Fd		25.58		51.16		51.16		558.26
Disability		38.00		76.00		76.00		736.25
CSEA Dues		441.43		882.86		882.86		10,117.57
Post Tax SCP								58.35
<b>Total Deductions:</b>		<b>943.38</b>		<b>2,008.93</b>		<b>2,008.93</b>		<b>21,422.77</b>
<b>Netpay:</b>		<b>22,324.12</b>		<b>50,300.15</b>		<b>50,300.15</b>		<b>516,838.73</b>
<b>Employer Taxes:</b>								
SOC SEC ER		1,720.94		3,863.56		3,863.56		39,975.12
MED ER		402.46		903.57		903.57		9,349.02
<b>Total Employer Taxes:</b>		<b>2,123.40</b>		<b>4,767.13</b>		<b>4,767.13</b>		<b>49,324.14</b>

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
<b>Position Category(4 - Librarian Part Time) Totals</b>								
<b>Pays:</b>								
Sunday	4.00	315.40	8.00	527.38	8.00	527.38	80.00	5,378.62
Holiday	29.00	1,322.61	29.00	1,322.61	29.00	1,322.61	296.00	12,884.81
Regular	283.37	12,318.21	546.14	23,821.85	546.14	23,821.85	6,652.46	286,654.06
Sick	4.00	149.97	12.50	574.18	12.50	574.18	337.95	15,791.49
Vacation	14.75	762.97	54.25	2,578.59	54.25	2,578.59	559.73	25,158.33
Personal	3.64	136.69	9.88	430.94	9.88	430.94	86.70	3,833.43
Jury Duty			21.00	803.10	21.00	803.10	66.50	2,543.15
Bereavement Ear							44.50	1,667.43
Comp Time	7.25	332.12	10.25	477.82	10.25	477.82	69.87	3,170.58
Travel							2.52	117.55
Meetings							31.50	1,143.01
Medical Screen							4.00	210.27
Vacation NR							66.65	2,607.59
Snow Day							6.00	258.20
Longevity REG				3,750.00		3,750.00		7,500.00
<b>Total Gross Pay:</b>	<b>346.01</b>	<b>15,337.97</b>	<b>691.02</b>	<b>34,286.47</b>	<b>691.02</b>	<b>34,286.47</b>	<b>8,304.38</b>	<b>368,918.52</b>
<b>Employee Taxes:</b>								
SOC SEC EE		950.97		2,125.75		2,125.75		22,872.96
MED EE		222.40		497.16		497.16		5,349.31
FEDERAL WH		1,223.72		2,649.17		2,649.17		26,148.70
NEW YORK WH		640.41		1,379.98		1,379.98		14,828.24
<b>Total Employee Taxes:</b>		<b>3,037.50</b>		<b>6,652.06</b>		<b>6,652.06</b>		<b>69,199.21</b>
<b>Deductions:</b>								
Child Support		170.00		340.00		340.00		1,360.00
NYS Retirement		233.23		471.75		471.75		5,940.98
CSEA Benefit Fd		35.78		71.56		71.56		716.36
Disability		19.00		38.00		38.00		437.00
CSEA Dues		229.72		459.44		459.44		5,418.13
<b>Total Deductions:</b>		<b>687.73</b>		<b>1,380.75</b>		<b>1,380.75</b>		<b>13,872.47</b>
<b>Netpay:</b>		<b>11,612.74</b>		<b>26,253.66</b>		<b>26,253.66</b>		<b>285,846.84</b>
<b>Employer Taxes:</b>								
SOC SEC ER		950.97		2,125.75		2,125.75		22,872.96
MED ER		222.40		497.16		497.16		5,349.31
<b>Total Employer Taxes:</b>		<b>1,173.37</b>		<b>2,622.91</b>		<b>2,622.91</b>		<b>28,222.27</b>

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
<b>Position Category(6 - Custodial Part Time) Totals</b>								
<b>Pays:</b>								
Sunday	12.00	402.32	25.50	873.13	25.50	873.13	143.28	4,803.54
Holiday	33.00	821.69	33.00	821.69	33.00	821.69	299.00	7,930.13
Regular	338.40	8,304.47	686.78	16,848.84	686.78	16,848.84	6,765.24	173,805.70
Sick			12.12	281.47	12.12	281.47	136.05	3,541.68
Vacation	3.00	105.30	18.00	451.50	18.00	451.50	340.72	10,129.14
Personal	0.25	6.12	7.25	174.75	7.25	174.75	82.40	2,263.68
Comp Time							65.38	1,922.48
Call Back							6.00	133.14
Snow Removal							27.00	793.04
Travel			0.50	11.09	0.50	11.09	4.50	99.83
Sunday Reg							3.00	66.55
Overtime Reg	3.00	67.89	3.00	67.89	3.00	67.89	3.00	67.89
Retro Pay							3.00	65.25
Vacation NR							237.66	8,341.84
Snow Day							6.75	157.22
Sick NR							420.00	14,741.96
Longevity REG				1,625.00		1,625.00		3,375.00
<b>Total Gross Pay:</b>	<b>389.65</b>	<b>9,707.79</b>	<b>786.15</b>	<b>21,155.36</b>	<b>786.15</b>	<b>21,155.36</b>	<b>8,542.98</b>	<b>232,238.07</b>
<b>Employee Taxes:</b>								
SOC SEC EE		601.88		1,311.61		1,311.61		14,398.75
MED EE		140.77		306.75		306.75		3,367.46
FEDERAL WH		660.75		1,458.78		1,458.78		15,996.56
NEW YORK WH		345.37		798.07		798.07		8,519.70
<b>Total Employee Taxes:</b>		<b>1,748.77</b>		<b>3,875.21</b>		<b>3,875.21</b>		<b>42,282.47</b>
<b>Deductions:</b>								
NYS Retirement		35.03		68.30		68.30		107.06
NYS Def Comp								21,620.05
Disability		19.00		38.00		38.00		380.00
CSEA Dues		21.73		43.46		43.46		1,026.06
<b>Total Deductions:</b>		<b>75.76</b>		<b>149.76</b>		<b>149.76</b>		<b>23,133.17</b>
<b>Netpay:</b>		<b>7,883.26</b>		<b>17,130.39</b>		<b>17,130.39</b>		<b>166,822.43</b>
<b>Employer Taxes:</b>								
SOC SEC ER		601.88		1,311.61		1,311.61		14,398.75
MED ER		140.77		306.75		306.75		3,367.46
<b>Total Employer Taxes:</b>		<b>742.65</b>		<b>1,618.36</b>		<b>1,618.36</b>		<b>17,766.21</b>

<b>Client ID:</b> 21SSL - Smithtown Special Library District	<b>LABOR ALLOCATION SUMMARY</b>	<b>Period Begin Date:</b> 10/4/2025
<b>Pay Group:</b> PT	Smithtown Special Library District	<b>Period End Date:</b> 10/17/2025
<b>Check Date:</b> 10/24/2025		<b>Pay Period:</b> 22
<b>Run Date:</b> 10/21/2025      Run Number: 246	Group By: Position Category	<b>Payroll Type:</b> Regular Payroll

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
<b>Position Category(7 - Messenger / Groundskeeper) Totals</b>								
<b>Pays:</b>								
Holiday	3.00	52.62	3.00	52.62	3.00	52.62	45.00	795.29
Regular	38.74	654.49	77.96	1,312.73	77.96	1,312.73	875.03	14,939.10
Sick	4.72	82.79	10.72	188.04	10.72	188.04	51.15	870.80
Vacation							34.43	574.51
Personal	1.28	22.45	4.28	75.07	4.28	75.07	13.42	229.00
Bereavement Ear							27.00	464.31
Comp Time							36.00	627.35
Snow Removal							3.00	56.86
Snow Day							2.00	34.39
<b>Total Gross Pay:</b>	<b>47.74</b>	<b>812.35</b>	<b>95.96</b>	<b>1,628.46</b>	<b>95.96</b>	<b>1,628.46</b>	<b>1,087.03</b>	<b>18,591.61</b>
<b>Employee Taxes:</b>								
SOC SEC EE		50.37		100.96		100.96		1,152.68
MED EE		11.78		23.61		23.61		269.57
NEW YORK WH		23.88		47.91		47.91		487.76
<b>Total Employee Taxes:</b>		<b>86.03</b>		<b>172.48</b>		<b>172.48</b>		<b>1,910.01</b>
<b>Deductions:</b>								
CSEA Dues								84.79
<b>Total Deductions:</b>								<b>84.79</b>
<b>Netpay:</b>		<b>726.32</b>		<b>1,455.98</b>		<b>1,455.98</b>		<b>16,596.81</b>
<b>Employer Taxes:</b>								
SOC SEC ER		50.37		100.96		100.96		1,152.68
MED ER		11.78		23.61		23.61		269.57
<b>Total Employer Taxes:</b>		<b>62.15</b>		<b>124.57</b>		<b>124.57</b>		<b>1,422.25</b>

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
<b>Position Category(8 - Pages) Totals</b>								
<b>Pays:</b>								
Holiday	54.50	927.13	54.50	927.13	54.50	927.13	547.00	9,382.41
Regular	549.87	9,451.87	1,125.62	19,324.18	1,125.62	19,324.18	13,110.98	225,517.76
Vacation							25.82	428.58
Personal							1.18	19.18
Jury Duty							5.00	83.75
Comp Time			12.00	212.00	12.00	212.00	164.28	2,812.97
NYS CP							22.75	381.06
Sunday Reg	8.00	132.00	16.00	264.00	16.00	264.00	175.88	2,965.99
Medical Screen							8.00	136.00
Overtime Reg							1.00	17.75
Snow Day							22.50	397.88
<b>Total Gross Pay:</b>	<b>612.37</b>	<b>10,511.00</b>	<b>1,208.12</b>	<b>20,727.31</b>	<b>1,208.12</b>	<b>20,727.31</b>	<b>14,084.39</b>	<b>242,143.33</b>
<b>Employee Taxes:</b>								
SOC SEC EE		651.70		1,285.12		1,285.12		15,012.93
MED EE		152.42		300.58		300.58		3,511.08
FEDERAL WH		281.21		543.21		543.21		6,889.58
NEW YORK WH		116.84		214.84		214.84		2,651.13
<b>Total Employee Taxes:</b>		<b>1,202.17</b>		<b>2,343.75</b>		<b>2,343.75</b>		<b>28,064.72</b>
<b>Deductions:</b>								
NYS Retirement		164.76		269.98		269.98		2,881.33
Post Tax SCP		-0.75		-0.75		-0.75		-0.75
<b>Total Deductions:</b>		<b>164.01</b>		<b>269.23</b>		<b>269.23</b>		<b>2,880.58</b>
<b>Netpay:</b>		<b>9,144.82</b>		<b>18,114.33</b>		<b>18,114.33</b>		<b>211,198.03</b>
<b>Employer Taxes:</b>								
SOC SEC ER		651.70		1,285.12		1,285.12		15,012.93
MED ER		152.42		300.58		300.58		3,511.08
<b>Total Employer Taxes:</b>		<b>804.12</b>		<b>1,585.70</b>		<b>1,585.70</b>		<b>18,524.01</b>

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
<b>Grand Totals</b>								
<b>Pays:</b>								
Sunday	20.00	856.72	45.50	1,875.83	45.50	1,875.83	403.78	18,136.16
Holiday	205.50	5,499.21	205.50	5,499.21	205.50	5,499.21	2,076.00	54,888.12
Regular	1,968.38	52,458.62	4,030.00	107,127.90	4,030.00	107,127.90	45,586.62	1,207,258.49
Sick	71.22	2,147.27	153.87	4,615.01	153.87	4,615.01	1,258.88	41,876.31
Vacation	43.84	1,539.04	156.31	5,076.74	156.31	5,076.74	2,336.56	76,068.63
Personal	39.39	999.83	66.38	1,757.65	66.38	1,757.65	434.40	12,806.23
Jury Duty			21.00	803.10	21.00	803.10	94.50	3,383.28
Bereavement Ear	4.00	89.07	13.50	300.61	13.50	300.61	118.00	3,295.93
Comp Time	7.44	336.52	28.44	830.49	28.44	830.49	560.82	14,633.35
Call Back							6.00	133.14
Snow Removal							30.00	849.90
NYS CP							57.75	1,317.77
Travel			0.75	19.39	0.75	19.39	8.52	264.35
Meetings							41.00	1,450.93
Sunday Reg	8.00	132.00	16.00	264.00	16.00	264.00	178.88	3,032.54
Medical Screen							16.00	477.82
Overtime Reg	3.00	67.89	3.00	67.89	3.00	67.89	4.00	85.64
Retro Pay							4.00	97.96
Vacation NR							541.47	16,808.16
Snow Day							55.25	1,335.44
Sick NR							420.00	14,741.96
Longevity REG				11,875.00		11,875.00		22,875.00
Donation							329.45	10,834.39
<b>Total Gross Pay:</b>	<b>2,370.77</b>	<b>64,126.17</b>	<b>4,740.25</b>	<b>140,112.82</b>	<b>4,740.25</b>	<b>140,112.82</b>	<b>54,561.88</b>	<b>1,506,651.50</b>
<b>Employee Taxes:</b>								
SOC SEC EE		3,975.86		8,687.00		8,687.00		93,412.44
MED EE		929.83		2,031.67		2,031.67		21,846.44
FEDERAL WH		3,615.97		7,842.50		7,842.50		84,207.08
NEW YORK WH		2,042.37		4,488.47		4,488.47		48,488.92
<b>Total Employee Taxes:</b>		<b>10,564.03</b>		<b>23,049.64</b>		<b>23,049.64</b>		<b>247,954.88</b>
<b>Deductions:</b>								
Child Support		170.00		340.00		340.00		1,360.00
NYS Retirement		871.39		1,808.94		1,808.94		18,881.71
CSEA Benefit Fd		61.36		122.72		122.72		1,274.62
NYS Def Comp								21,620.05
Disability		76.00		152.00		152.00		1,553.25
CSEA Dues		692.88		1,385.76		1,385.76		16,646.55
Post Tax SCP		-0.75		-0.75		-0.75		57.60
<b>Total Deductions:</b>		<b>1,870.88</b>		<b>3,808.67</b>		<b>3,808.67</b>		<b>61,393.78</b>
<b>Netpay:</b>		<b>51,691.26</b>		<b>113,254.51</b>		<b>113,254.51</b>		<b>1,197,302.84</b>
<b>Employer Taxes:</b>								
SOC SEC ER		3,975.86		8,687.00		8,687.00		93,412.44
MED ER		929.83		2,031.67		2,031.67		21,846.44
<b>Total Employer Taxes:</b>		<b>4,905.69</b>		<b>10,718.67</b>		<b>10,718.67</b>		<b>115,258.88</b>

O/C. RL  
14 Oct 25



FT PR#23 Dated 11/7/25

<b>Client ID:</b> 21SSL - Smithtown Special Library District <b>Pay Group:</b> FT <b>Check Date:</b> 11/7/2025 <b>Run Date:</b> 11/4/2025    Run Number: 247	<b>PAYROLL SUMMARY</b> Smithtown Special Library District	<b>Period Begin Date:</b> 10/18/2025 <b>Period End Date:</b> 10/31/2025 <b>Pay Period:</b> 23 <b>Payroll Type:</b> Regular Payroll
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\*\*\* PAYROLL FUNDING \*\*\*

Debit Type	Bank Name	Transit Routing #	Bank Account #	Counts	Amount	ACH Debit
Checks	M & T BANK	*****0046	*****9349	1	\$436.10	\$0.00
Direct Deposits	M & T BANK	*****0046	*****9349	62	\$0.00	\$140,174.91
<b>Totals:</b>				<b>63</b>	<b>\$436.10</b>	<b>\$140,174.91</b>
Tax Liabilities	M & T BANK	*****0046	*****9349		\$0.00	\$64,251.70
Third Party Checks					\$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	\$391.12
<b>Totals:</b>					<b>\$0.00</b>	<b>\$64,642.82</b>
<b>Total ACH Debit:</b>					<b>Impound Date: 11/6/2025</b>	<b>\$204,817.73</b>
<b>Total Payroll Funding (all items):</b>						<b>\$205,253.83</b>

\*\*\* PAYROLL TOTALS \*\*\*

Payroll Totals	Totals By Check Type	Counts By Check Type	Employee Counts
Net Pay Checks                     \$436.10	Total Live Checks                     \$436.10	Total Live Checks                     1	Active Employees Paid                 61
Direct Deposits                     \$140,174.91	Additional Checks                     \$0.00	Additional Checks                     0	Inactive Employees Paid               0
<b>*** Total Net Payroll                 \$140,611.01</b>	Manual Checks                         \$0.00	Manual Checks                         0	Terminated Employees Paid           0
	Void Checks/Direct Deposits         \$0.00	Void Checks                           0	Total Employees Paid                 61
Total Taxes                         \$64,251.70	Third Party Sick Checks               \$0.00	Third Party Sick Checks               0	Active Employee Count                 61
<b>*** Total Payroll                     \$204,862.71</b>	Adjustments                            \$0.00	Adjustments                            0	Inactive Employee Count               0
	Direct Deposits (62)                   \$140,174.91	Vouchers (Direct Deposit)           61	Terminated Employee Count           23
Payroll Adjustments                 \$0.00	Total Third Party Pays                 \$0.00	Total Third Party Payments           0	Total Employee Count                 84
<b>*** Adjusted Total                    \$204,862.71</b>	Total Third Party Void Checks         \$0.00	Total Third Party Voids               0	Employees Paid this Month           61
		Zero Net Checks                       0	Active Employees this Month           61
			Employees with W2 Data               66
			Active Employees Not Paid             0
			Active (Hired) EEs Not Paid           0

O.K. PR

31 Oct 25

FT - 205,253.830 +  
 PT - 71,733.350 +  
 Total - 276,987.180 \*

Client ID: 21SSL - Smithtown Special Library District

Pay Group: FT

Check Date: 11/7/2025

Run Date: 11/4/2025 Run Number: 247

**PAYROLL SUMMARY**

Smithtown Special Library District

Period Begin Date: 10/18/2025

Period End Date: 10/31/2025

Pay Period: 23

Payroll Type: Regular Payroll

**\*\*\* PAYROLL TAXES \*\*\***

	CURRENT		MTD		QTD		YTD	
	Wages	Taxes	Wages	Taxes	Wages	Taxes	Wages	Taxes
<b>Federal Deposits</b>								
FEDERAL WH	193,347.57	24,238.54	193,347.57	24,238.54	612,054.73	75,229.31	4,456,704.58	558,582.16
MED EE (1.450000%)	204,437.16	3,055.76	204,437.16	3,055.76	645,800.04	9,640.06	4,788,188.42	69,737.95
MED ER (1.450000%)	204,437.16	2,964.37	204,437.16	2,964.37	645,800.04	9,364.10	4,788,188.42	69,428.73
SOC SEC EE (6.200000%)	194,283.39	12,045.52	194,283.39	12,045.52	615,138.73	38,138.60	4,729,931.16	293,255.74
SOC SEC ER (6.200000%)	194,283.39	12,045.52	194,283.39	12,045.52	615,138.73	38,138.60	4,729,931.16	293,255.74
<b>Total Federal Deposits</b>		<b>54,349.71</b>		<b>54,349.71</b>		<b>170,510.67</b>		<b>1,284,260.32</b>
<b>State/Local Employee Tax</b>								
NEW YORK WH	196,446.65	9,901.99	196,446.65	9,901.99	622,560.15	30,946.81	4,533,023.78	230,729.99
<b>Total State/Local Employee Tax</b>		<b>9,901.99</b>		<b>9,901.99</b>		<b>30,946.81</b>		<b>230,729.99</b>
<b>Total Taxes</b>		<b>64,251.70</b>		<b>64,251.70</b>		<b>201,457.48</b>		<b>1,514,990.31</b>

Client ID: 21SSL - Smithtown Special Library District

Pay Group: FT

Check Date: 11/7/2025

Run Date: 11/4/2025 Run Number: 247

**PAYROLL SUMMARY**

Smithtown Special Library District

Period Begin Date: 10/18/2025

Period End Date: 10/31/2025

Pay Period: 23

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%)	204,437.16	2,964.37	204,437.16	2,964.37	645,800.04	9,364.10	4,788,188.42	69,428.73
SOC SEC ER (6.200000%)	194,283.39	12,045.52	194,283.39	12,045.52	615,138.73	38,138.60	4,729,931.16	293,255.74
<b>Total Employer Tax</b>		<b>15,009.89</b>		<b>15,009.89</b>		<b>47,502.70</b>		<b>362,684.47</b>

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

Client ID: 21SSL - Smithtown Special Library District

Pay Group: FT

Check Date: 11/7/2025

Run Date: 11/4/2025 Run Number: 247

**PAYROLL SUMMARY**

Smithtown Special Library District

Period Begin Date: 10/18/2025

Period End Date: 10/31/2025

Pay Period: 23

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	12.92	983.51	29.50	2,083.19
Sunday	108.50	7,291.79	108.50	7,291.79	279.50	18,627.30	1,301.75	82,016.41
Holiday	0.00	0.00	0.00	0.00	427.00	20,852.34	4,433.37	215,804.69
Regular	3,645.85	178,830.72	3,645.85	178,830.72	10,563.83	518,240.58	79,065.20	3,858,060.44
Sick	158.52	7,676.87	158.52	7,676.87	365.75	17,578.03	3,666.82	170,596.58
Vacation	285.65	13,279.57	285.65	13,279.57	1,006.09	47,714.12	6,991.54	338,955.94
Personal	68.08	3,185.64	68.08	3,185.64	219.07	10,097.19	1,298.03	61,327.09
Jury Duty	0.00	0.00	0.00	0.00	0.00	0.00	42.00	1,705.80
Bereavement Ear	7.00	298.27	7.00	298.27	14.00	663.36	254.00	10,516.10
Comp Time	51.51	2,327.82	51.51	2,327.82	131.28	5,957.81	1,553.19	72,525.13
Call Back	0.00	0.00	0.00	0.00	0.00	0.00	2.50	117.77
Stipend	0.00	0.00	0.00	0.00	0.00	1,300.00	0.00	6,500.00
NYS CP	0.00	0.00	0.00	0.00	0.00	0.00	101.50	4,758.64
Travel	3.11	176.01	3.11	176.01	6.20	326.18	45.80	2,255.87
Union Hours	0.00	0.00	0.00	0.00	0.00	0.00	9.90	397.99
Meetings	23.28	1,275.28	23.28	1,275.28	44.78	2,390.34	583.91	32,417.68
Medical Screen	6.00	232.11	6.00	232.11	11.00	509.84	49.00	2,694.16
Overtime Reg	10.75	536.52	10.75	536.52	40.75	1,979.35	126.25	6,825.39
Retro Pay	0.00	0.00	0.00	0.00	0.00	0.00	28.00	101.06
Vacation NR	0.00	0.00	0.00	0.00	0.00	0.00	576.47	23,186.19
Snow Day	0.00	0.00	0.00	0.00	0.00	0.00	97.75	4,606.25
Sick NR	0.00	0.00	0.00	0.00	0.00	0.00	2,035.15	85,402.54
Longevity REG	0.00	0.00	0.00	0.00	0.00	33,083.31	0.00	64,999.99
Wellness Day	21.00	1,241.45	21.00	1,241.45	21.00	1,241.45	21.00	1,241.45
<b>Total Earnings</b>	<b>4,389.25</b>	<b>216,352.05</b>	<b>4,389.25</b>	<b>216,352.05</b>	<b>13,143.17</b>	<b>681,544.71</b>	<b>102,312.63</b>	<b>5,049,096.35</b>
<b>Memo Calculations</b>	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars
MemoSundayHours	100.50	0.00	100.50	0.00	248.17	0.00	1,155.42	0.00
Salary Hours	3,587.61	0.00	3,587.61	0.00	10,451.38	0.00	73,024.38	0.00
<b>Total Memo Calculations</b>	<b>3,688.11</b>	<b>0.00</b>	<b>3,688.11</b>	<b>0.00</b>	<b>10,699.55</b>	<b>0.00</b>	<b>74,179.80</b>	<b>0.00</b>
<b>Deductions</b>		Dollars		Dollars		Dollars		Dollars
Medical Pre-tax		11,894.64		11,894.64		35,683.92		260,482.68

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

Client ID: 21SSL - Smithtown Special Library District

Pay Group: FT

Check Date: 11/7/2025

Run Date: 11/4/2025 Run Number: 247

**PAYROLL SUMMARY**

Smithtown Special Library District

Period Begin Date: 10/18/2025

Period End Date: 10/31/2025

Pay Period: 23

Payroll Type: Regular Payroll

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

	----- CURRENT -----	----- MTD -----	----- QTD -----	----- YTD -----
Aflac	20.25	20.25	60.75	425.25
NYS Retirement	3,099.08	3,099.08	10,505.42	76,219.13
Retirement Loan	871.00	871.00	2,613.00	19,757.74
AXA Equitable	2,798.00	2,798.00	8,394.00	63,954.00
CSEA Benefit Fd	470.00	470.00	1,394.00	10,914.00
NYS Def Comp	4,172.51	4,172.51	12,785.89	117,244.46
CSEA Ins	93.77	93.77	281.31	2,156.71
Disability	194.75	194.75	584.25	4,146.75
CSEA Dues	1,763.86	1,763.86	5,291.58	40,637.70
Post Tax SCP	60.93	60.93	182.79	1,401.39
Pearl Carroll	40.44	40.44	121.32	930.12
Met Life	1,020.00	1,020.00	2,060.00	73,966.18
Pre Tax SCP	0.00	0.00	0.00	100.07
<b>Total Deductions</b>	<b>26,499.23</b>	<b>26,499.23</b>	<b>79,958.23</b>	<b>672,336.18</b>

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

O.K. AD  
31 Oct 25

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
<b>Position Category(1 - Clerical Full Time) Totals</b>								
<b>Pays:</b>								
Overtime					10.92	790.60	22.25	1,619.98
Sunday	42.00	2,205.35	42.00	2,205.35	112.00	5,799.26	529.25	26,520.97
Holiday					154.00	5,851.83	1,610.50	61,405.68
Regular	1,306.49	49,285.11	1,306.49	49,285.11	3,847.38	146,132.40	28,300.52	1,082,871.13
Sick	47.50	1,598.83	47.50	1,598.83	110.35	3,813.45	1,319.48	48,236.13
Vacation	151.12	6,346.36	151.12	6,346.36	372.62	14,644.95	2,524.71	100,082.60
Personal	18.89	670.79	18.89	670.79	90.33	3,504.49	481.49	18,955.80
Jury Duty							14.00	371.32
Bereavement Ear	7.00	298.27	7.00	298.27	7.00	298.27	142.00	4,644.99
Comp Time	4.50	167.28	4.50	167.28	31.12	1,031.80	558.20	20,849.12
Stipend						700.00		3,500.00
NYS CP							24.50	741.35
Travel	0.50	20.16	0.50	20.16	1.20	49.52	17.86	666.97
Union Hours							3.00	94.83
Meetings							36.50	1,687.69
Medical Screen	4.00	131.55	4.00	131.55	6.00	228.38	9.25	410.70
Overtime Reg	6.50	263.22	6.50	263.22	31.50	1,384.53	110.00	5,804.74
Vacation NR							397.17	13,061.46
Snow Day							34.25	1,387.11
Sick NR							1,251.75	41,165.43
Longevity REG						9,833.31		19,166.65
<b>Total Gross Pay:</b>	<b>1,588.50</b>	<b>60,986.92</b>	<b>1,588.50</b>	<b>60,986.92</b>	<b>4,774.42</b>	<b>194,062.79</b>	<b>37,386.68</b>	<b>1,453,244.65</b>
<b>Employee Taxes:</b>								
SOC SEC EE		3,540.12		3,540.12		11,308.66		84,411.95
MED EE		827.93		827.93		2,644.75		19,741.49
FEDERAL WH		5,423.37		5,423.37		17,312.16		131,035.41
NEW YORK WH		2,586.48		2,586.48		8,187.06		60,943.59
<b>Total Employee Taxes:</b>		<b>12,377.90</b>		<b>12,377.90</b>		<b>39,452.63</b>		<b>296,132.44</b>
<b>Deductions:</b>								
Medical Pre-tax		3,868.26		3,868.26		11,604.78		91,336.86
Aflac		20.25		20.25		60.75		425.25
NYS Retirement		1,113.51		1,113.51		4,430.25		31,474.34
Retirement Loan		124.00		124.00		372.00		2,852.00
AXA Equitable		700.00		700.00		2,100.00		16,100.00
CSEA Benefit Fd		166.00		166.00		482.00		3,882.00
NYS Def Comp		1,599.97		1,599.97		5,181.88		64,348.11
CSEA Ins		59.90		59.90		179.70		1,377.70
Disability		61.75		61.75		185.25		1,334.75
CSEA Dues		539.21		539.21		1,617.63		12,332.52
Pearl Carroll		24.79		24.79		74.37		570.17
Met Life		20.00		20.00		60.00		31,966.18
Pre Tax SCP								100.07
<b>Total Deductions:</b>		<b>8,297.64</b>		<b>8,297.64</b>		<b>26,348.61</b>		<b>258,099.95</b>
<b>Netpay:</b>		<b>40,311.38</b>		<b>40,311.38</b>		<b>128,261.55</b>		<b>899,012.26</b>
<b>Employer Taxes:</b>								
SOC SEC ER		3,540.12		3,540.12		11,308.66		84,411.95
MED ER		827.93		827.93		2,644.75		19,741.49
<b>Total Employer Taxes:</b>		<b>4,368.05</b>		<b>4,368.05</b>		<b>13,953.41</b>		<b>104,153.44</b>

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
<b>Position Category(3 - Librarian Full Time) Totals</b>								
<b>Pays:</b>								
Overtime					2.00	192.91	3.75	361.71
Sunday	62.00	4,953.34	62.00	4,953.34	154.00	12,428.74	688.00	53,039.74
Holiday					259.00	14,591.01	2,682.87	150,382.91
Regular	2,220.61	125,869.57	2,220.61	125,869.57	6,361.95	361,819.90	48,024.10	2,697,400.64
Sick	109.27	6,043.53	109.27	6,043.53	246.65	13,458.60	2,269.59	119,832.66
Vacation	134.53	6,933.21	134.53	6,933.21	612.47	32,254.75	4,340.83	234,046.44
Personal	43.69	2,406.39	43.69	2,406.39	121.99	6,440.53	784.50	41,573.40
Jury Duty							21.00	1,069.63
Bereavement Ear					7.00	365.09	98.00	5,595.04
Comp Time	33.01	1,884.47	33.01	1,884.47	85.16	4,611.16	922.61	49,648.37
Call Back							2.50	117.77
Stipend						600.00		3,000.00
NYS CP							77.00	4,017.29
Travel	2.61	155.85	2.61	155.85	5.00	276.66	27.94	1,588.90
Union Hours							6.90	303.16
Meetings	23.28	1,275.28	23.28	1,275.28	44.78	2,390.34	547.16	30,725.06
Medical Screen	2.00	100.56	2.00	100.56	5.00	281.46	37.00	2,179.41
Overtime Reg	4.25	273.30	4.25	273.30	9.25	594.82	16.25	1,020.65
Retro Pay							28.00	101.06
Vacation NR							179.30	10,124.73
Snow Day							55.50	3,008.98
Sick NR							783.40	44,237.11
Longevity REG						22,500.00		44,333.34
Wellness Day	21.00	1,241.45	21.00	1,241.45	21.00	1,241.45	21.00	1,241.45
<b>Total Gross Pay:</b>	<b>2,656.25</b>	<b>151,136.95</b>	<b>2,656.25</b>	<b>151,136.95</b>	<b>7,935.25</b>	<b>474,047.42</b>	<b>61,617.20</b>	<b>3,498,949.45</b>
<b>Employee Taxes:</b>								
SOC SEC EE		8,243.26		8,243.26		25,997.00		202,835.85
MED EE		2,166.51		2,166.51		6,800.50		48,591.37
FEDERAL WH		18,488.91		18,488.91		56,929.14		420,242.48
NEW YORK WH		7,130.20		7,130.20		22,185.46		165,589.12
<b>Total Employee Taxes:</b>		<b>36,028.88</b>		<b>36,028.88</b>		<b>111,912.10</b>		<b>837,258.82</b>
<b>Deductions:</b>								
Medical Pre-tax		8,026.38		8,026.38		24,079.14		169,145.82
NYS Retirement		1,940.17		1,940.17		5,938.97		43,728.05
Retirement Loan		747.00		747.00		2,241.00		16,905.74
AXA Equitable		2,098.00		2,098.00		6,294.00		47,854.00
CSEA Benefit Fd		288.00		288.00		864.00		6,664.00
NYS Def Comp		2,572.54		2,572.54		7,604.01		52,896.35
CSEA Ins		33.87		33.87		101.61		779.01
Disability		133.00		133.00		399.00		2,812.00
CSEA Dues		1,189.66		1,189.66		3,568.98		27,501.43
Post Tax SCP		60.93		60.93		182.79		1,401.39
Pearl Carroll		15.65		15.65		46.95		359.95
Met Life		1,000.00		1,000.00		2,000.00		42,000.00
<b>Total Deductions:</b>		<b>18,105.20</b>		<b>18,105.20</b>		<b>53,320.45</b>		<b>412,047.74</b>
<b>Netpay:</b>		<b>97,002.87</b>		<b>97,002.87</b>		<b>308,814.87</b>		<b>2,249,642.89</b>
<b>Employer Taxes:</b>								
SOC SEC ER		8,243.26		8,243.26		25,997.00		202,835.85
MED ER		2,075.12		2,075.12		6,524.54		48,282.15
<b>Total Employer Taxes:</b>		<b>10,318.38</b>		<b>10,318.38</b>		<b>32,521.54</b>		<b>251,118.00</b>

<b>Client ID:</b> 21SSL - Smithtown Special Library District	<b>LABOR ALLOCATION SUMMARY</b>	<b>Period Begin Date:</b> 10/18/2025
<b>Pay Group:</b> FT	Smithtown Special Library District	<b>Period End Date:</b> 10/31/2025
<b>Check Date:</b> 11/7/2025		<b>Pay Period:</b> 23
<b>Run Date:</b> 11/4/2025	Run Number: 247	<b>Payroll Type:</b> Regular Payroll
	Group By: Position Category	

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
<b>Position Category(5 - Custodial Full Time) Totals</b>								
<b>Pays:</b>								
Holiday					7.00	271.47	70.00	2,662.67
Regular	70.00	2,714.73	70.00	2,714.73	173.00	6,709.26	1,304.58	49,834.69
Sick					7.00	271.47	55.00	2,087.30
Vacation					21.00	814.42	126.00	4,826.90
Personal					1.00	38.78	9.43	355.98
Jury Duty							7.00	264.85
Comp Time					1.00	38.78	32.99	1,260.85
Medical Screen							2.75	104.05
Snow Day							3.00	113.50
Longevity REG						750.00		1,500.00
<b>Total Gross Pay:</b>	<b>70.00</b>	<b>2,714.73</b>	<b>70.00</b>	<b>2,714.73</b>	<b>210.00</b>	<b>8,894.18</b>	<b>1,610.75</b>	<b>63,010.79</b>
<b>Employee Taxes:</b>								
SOC SEC EE		168.31		168.31		551.44		3,906.67
MED EE		39.37		39.37		128.97		913.66
FEDERAL WH		228.50		228.50		694.73		5,162.56
NEW YORK WH		126.17		126.17		396.87		2,887.49
<b>Total Employee Taxes:</b>		<b>562.35</b>		<b>562.35</b>		<b>1,772.01</b>		<b>12,870.38</b>
<b>Deductions:</b>								
CSEA Benefit Fd		8.00		8.00		24.00		184.00
CSEA Dues		34.99		34.99		104.97		803.75
<b>Total Deductions:</b>		<b>42.99</b>		<b>42.99</b>		<b>128.97</b>		<b>987.75</b>
<b>Netpay:</b>		<b>2,109.39</b>		<b>2,109.39</b>		<b>6,993.20</b>		<b>49,152.66</b>
<b>Employer Taxes:</b>								
SOC SEC ER		168.31		168.31		551.44		3,906.67
MED ER		39.37		39.37		128.97		913.66
<b>Total Employer Taxes:</b>		<b>207.68</b>		<b>207.68</b>		<b>680.41</b>		<b>4,820.33</b>



	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
<b>Position Category(7 - Messenger / Groundskeeper) Totals</b>								
<b>Pays:</b>								
Overtime							3.50	101.50
Sunday	4.50	133.10	4.50	133.10	13.50	399.30	84.50	2,455.70
Holiday					7.00	138.03	70.00	1,353.43
Regular	48.75	961.31	48.75	961.31	181.50	3,579.02	1,436.00	27,953.98
Sick	1.75	34.51	1.75	34.51	1.75	34.51	22.75	440.49
Personal	5.50	108.46	5.50	108.46	5.75	113.39	22.61	441.91
Bereavement Ear							14.00	276.07
Comp Time	14.00	276.07	14.00	276.07	14.00	276.07	39.39	766.79
Meetings							0.25	4.93
Snow Day							5.00	96.66
<b>Total Gross Pay:</b>	<b>74.50</b>	<b>1,513.45</b>	<b>74.50</b>	<b>1,513.45</b>	<b>223.50</b>	<b>4,540.32</b>	<b>1,698.00</b>	<b>33,891.46</b>
<b>Employee Taxes:</b>								
SOC SEC EE		93.83		93.83		281.50		2,101.27
MED EE		21.95		21.95		65.84		491.43
FEDERAL WH		97.76		97.76		293.28		2,141.71
NEW YORK WH		59.14		59.14		177.42		1,309.79
<b>Total Employee Taxes:</b>		<b>272.68</b>		<b>272.68</b>		<b>818.04</b>		<b>6,044.20</b>
<b>Deductions:</b>								
NYS Retirement		45.40		45.40		136.20		1,016.74
CSEA Benefit Fd		8.00		8.00		24.00		184.00
<b>Total Deductions:</b>		<b>53.40</b>		<b>53.40</b>		<b>160.20</b>		<b>1,200.74</b>
<b>Netpay:</b>		<b>1,187.37</b>		<b>1,187.37</b>		<b>3,562.08</b>		<b>26,646.52</b>
<b>Employer Taxes:</b>								
SOC SEC ER		93.83		93.83		281.50		2,101.27
MED ER		21.95		21.95		65.84		491.43
<b>Total Employer Taxes:</b>		<b>115.78</b>		<b>115.78</b>		<b>347.34</b>		<b>2,592.70</b>

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
<b>Grand Totals</b>								
<b>Pays:</b>								
Overtime					12.92	983.51	29.50	2,083.19
Sunday	108.50	7,291.79	108.50	7,291.79	279.50	18,627.30	1,301.75	82,016.41
Holiday					427.00	20,852.34	4,433.37	215,804.69
Regular	3,645.85	178,830.72	3,645.85	178,830.72	10,563.83	518,240.58	79,065.20	3,858,060.44
Sick	158.52	7,676.87	158.52	7,676.87	365.75	17,578.03	3,666.82	170,596.58
Vacation	285.65	13,279.57	285.65	13,279.57	1,006.09	47,714.12	6,991.54	338,955.94
Personal	68.08	3,185.64	68.08	3,185.64	219.07	10,097.19	1,298.03	61,327.09
Jury Duty							42.00	1,705.80
Bereavement Ear	7.00	298.27	7.00	298.27	14.00	663.36	254.00	10,516.10
Comp Time	51.51	2,327.82	51.51	2,327.82	131.28	5,957.81	1,553.19	72,525.13
Call Back							2.50	117.77
Stipend						1,300.00		6,500.00
NYS CP							101.50	4,758.64
Travel	3.11	176.01	3.11	176.01	6.20	326.18	45.80	2,255.87
Union Hours							9.90	397.99
Meetings	23.28	1,275.28	23.28	1,275.28	44.78	2,390.34	583.91	32,417.68
Medical Screen	6.00	232.11	6.00	232.11	11.00	509.84	49.00	2,694.16
Overtime Reg	10.75	536.52	10.75	536.52	40.75	1,979.35	126.25	6,825.39
Retro Pay							28.00	101.06
Vacation NR							576.47	23,186.19
Snow Day							97.75	4,606.25
Sick NR							2,035.15	85,402.54
Longevity REG						33,083.31		64,999.99
Wellness Day	21.00	1,241.45	21.00	1,241.45	21.00	1,241.45	21.00	1,241.45
<b>Total Gross Pay:</b>	<b>4,389.25</b>	<b>216,352.05</b>	<b>4,389.25</b>	<b>216,352.05</b>	<b>13,143.17</b>	<b>681,544.71</b>	<b>102,312.63</b>	<b>5,049,096.35</b>
<b>Employee Taxes:</b>								
SOC SEC EE		12,045.52		12,045.52		38,138.60		293,255.74
MED EE		3,055.76		3,055.76		9,640.06		69,737.95
FEDERAL WH		24,238.54		24,238.54		75,229.31		558,582.16
NEW YORK WH		9,901.99		9,901.99		30,946.81		230,729.99
<b>Total Employee Taxes:</b>		<b>49,241.81</b>		<b>49,241.81</b>		<b>153,954.78</b>		<b>1,152,305.84</b>
<b>Deductions:</b>								
Medical Pre-tax		11,894.64		11,894.64		35,683.92		260,482.68
Aflac		20.25		20.25		60.75		425.25
NYS Retirement		3,099.08		3,099.08		10,505.42		76,219.13
Retirement Loan		871.00		871.00		2,613.00		19,757.74
AXA Equitable		2,798.00		2,798.00		8,394.00		63,954.00
CSEA Benefit Fd		470.00		470.00		1,394.00		10,914.00
NYS Def Comp		4,172.51		4,172.51		12,785.89		117,244.46
CSEA Ins		93.77		93.77		281.31		2,156.71
Disability		194.75		194.75		584.25		4,146.75
CSEA Dues		1,763.86		1,763.86		5,291.58		40,637.70
Post Tax SCP		60.93		60.93		182.79		1,401.39
Pearl Carroll		40.44		40.44		121.32		930.12
Met Life		1,020.00		1,020.00		2,060.00		73,966.18
Pre Tax SCP								100.07
<b>Total Deductions:</b>		<b>26,499.23</b>		<b>26,499.23</b>		<b>79,958.23</b>		<b>672,336.18</b>
<b>Netpay:</b>		<b>140,611.01</b>		<b>140,611.01</b>		<b>447,631.70</b>		<b>3,224,454.33</b>
<b>Employer Taxes:</b>								
SOC SEC ER		12,045.52		12,045.52		38,138.60		293,255.74

<b>Client ID:</b> 21SSL - Smithtown Special Library District	<b>LABOR ALLOCATION SUMMARY</b>	<b>Period Begin Date:</b> 10/18/2025
<b>Pay Group:</b> FT	Smithtown Special Library District	<b>Period End Date:</b> 10/31/2025
<b>Check Date:</b> 11/7/2025		<b>Pay Period:</b> 23
<b>Run Date:</b> 11/4/2025      Run Number: 247	Group By: Position Category	<b>Payroll Type:</b> Regular Payroll

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
MED ER		2,964.37		2,964.37		9,364.10		69,428.73
<b>Total Employer Taxes:</b>		<b>15,009.89</b>		<b>15,009.89</b>		<b>47,502.70</b>		<b>362,684.47</b>

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 11/ Oct 25

PT PR# 23 Dated 11/7/25

<b>Client ID:</b> 21SSL - Smithtown Special Library District	<b>PAYROLL SUMMARY</b>	<b>Period Begin Date:</b> 10/18/2025
<b>Pay Group:</b> PT	Smithtown Special Library District	<b>Period End Date:</b> 10/31/2025
<b>Check Date:</b> 11/7/2025		<b>Pay Period:</b> 23
<b>Run Date:</b> 11/4/2025      Run Number: 248		<b>Payroll Type:</b> Regular Payroll

\*\*\* PAYROLL FUNDING \*\*\*

Debit Type	Bank Name	Transit Routing #	Bank Account #	Counts	Amount	ACH Debit
Checks					\$0.00	\$0.00
Direct Deposits	M & T BANK	*****0046	*****9349	80	\$0.00	\$54,745.64
<b>Totals:</b>				<b>80</b>	<b>\$0.00</b>	<b>\$54,745.64</b>
Tax Liabilities	M & T BANK	*****0046	*****9349		\$0.00	\$16,552.41
Third Party Checks					\$0.00	\$0.00
Third Party Electronic Payment	M & T BANK	*****0046	*****9349	1	\$0.00	\$170.00
Payroll Billing	M & T BANK	*****0046	*****9349		\$0.00	\$265.30
<b>Totals:</b>				<b>1</b>	<b>\$0.00</b>	<b>\$16,987.71</b>
<b>Total ACH Debit:</b>						<b>\$71,733.35</b>
<b>Total Payroll Funding (all items):</b>						<b>\$71,733.35</b>

\*\*\* 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	\$54,745.64	Additional Checks	\$2,065.06	Additional Checks	0	Inactive Employees Paid	0
<b>**** Total Net Payroll</b>	<b>\$54,745.64</b>	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	\$16,552.41	Third Party Sick Checks	\$0.00	Third Party Sick Checks	0	Active Employee Count	80
<b>**** Total Payroll</b>	<b>\$71,298.05</b>	Adjustments	\$0.00	Adjustments	0	Inactive Employee Count	0
		Direct Deposits (80)	\$54,745.64	Vouchers (Direct Deposit)	79	Terminated Employee Count	78
Payroll Adjustments	\$0.00	Total Third Party Pays	\$170.00	Total Third Party Payments	1	Total Employee Count	158
<b>**** Adjusted Total</b>	<b>\$71,298.05</b>	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	81
						Employees with W2 Data	97
						Active Employees Not Paid	2
						Active (Hired) EEs Not Paid	2

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Client ID: 21SSL - Smithtown Special Library District

Pay Group: PT

Check Date: 11/7/2025

Run Date: 11/4/2025 Run Number: 248

**PAYROLL SUMMARY**

Smithtown Special Library District

Period Begin Date: 10/18/2025

Period End Date: 10/31/2025

Pay Period: 23

Payroll Type: Regular Payroll

**\*\*\* PAYROLL TAXES \*\*\***

	CURRENT		MTD		QTD		YTD	
	Wages	Taxes	Wages	Taxes	Wages	Taxes	Wages	Taxes
<b>Federal Deposits</b>								
FEDERAL WH	67,082.42	3,954.41	67,082.42	3,954.41	205,386.30	11,796.91	1,533,232.16	88,161.49
MED EE (1.450000%)	67,940.01	985.15	67,940.01	985.15	208,052.83	3,016.82	1,574,591.51	22,831.59
MED ER (1.450000%)	67,940.01	985.15	67,940.01	985.15	208,052.83	3,016.82	1,574,591.51	22,831.59
SOC SEC EE (6.200000%)	67,940.01	4,212.24	67,940.01	4,212.24	208,052.83	12,899.24	1,574,591.51	97,624.68
SOC SEC ER (6.200000%)	67,940.01	4,212.24	67,940.01	4,212.24	208,052.83	12,899.24	1,574,591.51	97,624.68
<b>Total Federal Deposits</b>		<b>14,349.19</b>		<b>14,349.19</b>		<b>43,629.03</b>		<b>329,074.03</b>
<b>State/Local Employee Tax</b>								
NEW YORK WH	67,940.01	2,203.22	67,940.01	2,203.22	208,052.83	6,691.69	1,552,971.46	50,692.14
<b>Total State/Local Employee Tax</b>		<b>2,203.22</b>		<b>2,203.22</b>		<b>6,691.69</b>		<b>50,692.14</b>
<b>Total Taxes</b>		<b>16,552.41</b>		<b>16,552.41</b>		<b>50,320.72</b>		<b>379,766.17</b>

Client ID: 21SSL - Smithtown Special Library District

**PAYROLL SUMMARY**

Period Begin Date: 10/18/2025

Pay Group: PT

Smithtown Special Library District

Period End Date: 10/31/2025

Check Date: 11/7/2025

Pay Period: 23

Run Date: 11/4/2025 Run Number: 248

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%)	67,940.01	985.15	67,940.01	985.15	208,052.83	3,016.82	1,574,591.51	22,831.59
SOC SEC ER (6.200000%)	67,940.01	4,212.24	67,940.01	4,212.24	208,052.83	12,899.24	1,574,591.51	97,624.68
<b>Total Employer Tax</b>		<b>5,197.39</b>		<b>5,197.39</b>		<b>15,916.06</b>		<b>120,456.27</b>

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

Client ID: 21SSL - Smithtown Special Library District

Pay Group: PT

Check Date: 11/7/2025

Run Date: 11/4/2025 Run Number: 248

**PAYROLL SUMMARY**

Smithtown Special Library District

Period Begin Date: 10/18/2025

Period End Date: 10/31/2025

Pay Period: 23

Payroll Type: Regular Payroll

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

Earnings	CURRENT		MTD		QTD		YTD	
	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars
Sunday	25.50	1,122.53	25.50	1,122.53	71.00	2,998.36	429.28	19,258.69
Holiday	0.00	0.00	0.00	0.00	205.50	5,499.21	2,076.00	54,888.12
Regular	2,134.39	55,828.85	2,134.39	55,828.85	6,164.39	162,956.75	47,721.01	1,263,087.34
Sick	103.63	3,208.91	103.63	3,208.91	257.50	7,823.92	1,362.51	45,085.22
Vacation	94.33	2,844.62	94.33	2,844.62	250.64	7,921.36	2,430.89	78,913.25
Personal	9.69	299.47	9.69	299.47	76.07	2,057.12	444.09	13,105.70
Jury Duty	0.00	0.00	0.00	0.00	21.00	803.10	94.50	3,383.28
Bereavement Ear	0.00	0.00	0.00	0.00	13.50	300.61	118.00	3,295.93
Comp Time	36.13	1,487.99	36.13	1,487.99	64.57	2,318.48	596.95	16,121.34
Call Back	0.00	0.00	0.00	0.00	0.00	0.00	6.00	133.14
Snow Removal	0.00	0.00	0.00	0.00	0.00	0.00	30.00	849.90
NYS CP	0.00	0.00	0.00	0.00	0.00	0.00	57.75	1,317.77
Travel	0.00	0.00	0.00	0.00	0.75	19.39	8.52	264.35
Meetings	11.20	380.56	11.20	380.56	11.20	380.56	52.20	1,831.49
Sunday Reg	16.00	267.00	16.00	267.00	32.00	531.00	194.88	3,299.54
Medical Screen	0.00	0.00	0.00	0.00	0.00	0.00	16.00	477.82
Overtime Reg	0.00	0.00	0.00	0.00	3.00	67.89	4.00	85.64
Retro Pay	0.00	0.00	0.00	0.00	0.00	0.00	4.00	97.96
Vacation NR	116.59	2,648.04	116.59	2,648.04	116.59	2,648.04	658.06	19,456.20
Snow Day	0.00	0.00	0.00	0.00	0.00	0.00	55.25	1,335.44
Sick NR	0.00	0.00	0.00	0.00	0.00	0.00	420.00	14,741.96
Longevity REG	0.00	0.00	0.00	0.00	0.00	11,875.00	0.00	22,875.00
Donation	0.00	0.00	0.00	0.00	0.00	0.00	329.45	10,834.39
<b>Total Earnings</b>	<b>2,547.46</b>	<b>68,087.97</b>	<b>2,547.46</b>	<b>68,087.97</b>	<b>7,287.71</b>	<b>208,200.79</b>	<b>57,109.34</b>	<b>1,574,739.47</b>
<b>Memo Calculations</b>	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars
MemoSundayHours	41.50	0.00	41.50	0.00	95.50	0.00	560.16	0.00
<b>Total Memo Calculations</b>	<b>41.50</b>	<b>0.00</b>	<b>41.50</b>	<b>0.00</b>	<b>95.50</b>	<b>0.00</b>	<b>560.16</b>	<b>0.00</b>
<b>Deductions</b>		Dollars		Dollars		Dollars		Dollars
Child Support		170.00		170.00		510.00		1,530.00
Medical Pre-tax		147.96		147.96		147.96		147.96
NYS Retirement		857.59		857.59		2,666.53		19,739.30

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

Client ID: 21SSL - Smithtown Special Library District

Pay Group: PT

Check Date: 11/7/2025

Run Date: 11/4/2025 Run Number: 248

**PAYROLL SUMMARY**

Smithtown Special Library District

Period Begin Date: 10/18/2025

Period End Date: 10/31/2025

Pay Period: 23

Payroll Type: Regular Payroll

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

	----- CURRENT -----	----- MTD -----	----- QTD -----	----- YTD -----
CSEA Benefit Fd	69.36 *	69.36	192.08	1,343.98
NYS Def Comp	0.00	0.00	0.00	21,620.05
Disability	71.25 -	71.25	223.25	1,624.50
CSEA Dues	671.15 *	671.15	2,056.91	17,317.70
Post Tax SCP	0.00	0.00	-0.75	57.60
<b>Total Deductions</b>	<b>1,987.31</b>	<b>1,987.31</b>	<b>5,795.98</b>	<b>63,381.09</b>

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

*O.K.P.*  
*30 Oct 25*



	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
<b>Position Category(1 - Clerical Full Time) Totals</b>								
<b>Pays:</b>								
Regular	39.50	1,299.01	39.50	1,299.01	39.50	1,299.01	39.50	1,299.01
Vacation	12.00	394.64	12.00	394.64	12.00	394.64	12.00	394.64
Personal	0.50	16.44	0.50	16.44	0.50	16.44	0.50	16.44
<b>Total Gross Pay:</b>	<b>52.00</b>	<b>1,710.09</b>	<b>52.00</b>	<b>1,710.09</b>	<b>52.00</b>	<b>1,710.09</b>	<b>52.00</b>	<b>1,710.09</b>
<b>Employee Taxes:</b>								
SOC SEC EE		96.85		96.85		96.85		96.85
MED EE		22.65		22.65		22.65		22.65
FEDERAL WH		167.59		167.59		167.59		167.59
NEW YORK WH		63.94		63.94		63.94		63.94
<b>Total Employee Taxes:</b>		<b>351.03</b>		<b>351.03</b>		<b>351.03</b>		<b>351.03</b>
<b>Deductions:</b>								
Medical Pre-tax		147.96		147.96		147.96		147.96
NYS Retirement		51.30		51.30		51.30		51.30
CSEA Benefit Fd		8.00		8.00		8.00		8.00
CSEA Dues		24.59		24.59		24.59		24.59
<b>Total Deductions:</b>		<b>231.85</b>		<b>231.85</b>		<b>231.85</b>		<b>231.85</b>
<b>Netpay:</b>		<b>1,127.21</b>		<b>1,127.21</b>		<b>1,127.21</b>		<b>1,127.21</b>
<b>Employer Taxes:</b>								
SOC SEC ER		96.85		96.85		96.85		96.85
MED ER		22.65		22.65		22.65		22.65
<b>Total Employer Taxes:</b>		<b>119.50</b>		<b>119.50</b>		<b>119.50</b>		<b>119.50</b>

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
<b>Position Category(2 - Clerical Part Time) Totals</b>								
<b>Pays:</b>								
Sunday	8.00	336.32	8.00	336.32	20.00	811.64	188.50	8,290.32
Holiday					86.00	2,375.16	889.00	23,895.48
Regular	767.97	21,421.68	767.97	21,421.68	2,361.47	67,241.98	18,950.88	527,763.55
Sick	66.67	1,803.59	66.67	1,803.59	185.20	5,374.91	800.40	23,475.93
Vacation	56.33	1,682.92	56.33	1,682.92	140.39	3,729.57	1,432.19	41,460.99
Personal	7.44	198.57	7.44	198.57	52.41	1,275.46	258.14	6,659.51
Jury Duty							23.00	756.38
Bereavement Ear					13.50	300.61	46.50	1,164.19
Comp Time	5.34	124.74	5.34	124.74	11.53	265.41	230.63	6,224.71
NYS CP							35.00	936.71
Travel					0.25	8.30	1.50	46.97
Meetings	5.75	185.36	5.75	185.36	5.75	185.36	15.25	493.28
Medical Screen							4.00	131.55
Retro Pay							1.00	32.71
Vacation NR	116.59	2,648.04	116.59	2,648.04	116.59	2,648.04	353.75	8,506.77
Snow Day							18.00	487.75
Longevity REG						6,500.00		12,000.00
Donation							329.45	10,834.39
<b>Total Gross Pay:</b>	<b>1,034.09</b>	<b>28,401.22</b>	<b>1,034.09</b>	<b>28,401.22</b>	<b>2,993.09</b>	<b>90,716.44</b>	<b>23,577.19</b>	<b>673,161.19</b>
<b>Employee Taxes:</b>								
SOC SEC EE		1,760.86		1,760.86		5,624.42		41,735.98
MED EE		411.83		411.83		1,315.40		9,760.85
FEDERAL WH		1,550.78		1,550.78		4,742.12		36,723.02
NEW YORK WH		965.71		965.71		3,013.38		22,967.80
<b>Total Employee Taxes:</b>		<b>4,689.18</b>		<b>4,689.18</b>		<b>14,695.32</b>		<b>111,187.65</b>
<b>Deductions:</b>								
NYS Retirement		409.76		409.76		1,408.67		10,362.10
CSEA Benefit Fd		25.58		25.58		76.74		583.84
Disability		28.50		28.50		104.50		764.75
CSEA Dues		370.52		370.52		1,253.38		10,488.09
Post Tax SCP								58.35
<b>Total Deductions:</b>		<b>834.36</b>		<b>834.36</b>		<b>2,843.29</b>		<b>22,257.13</b>
<b>Netpay:</b>		<b>22,877.68</b>		<b>22,877.68</b>		<b>73,177.83</b>		<b>539,716.41</b>
<b>Employer Taxes:</b>								
SOC SEC ER		1,760.86		1,760.86		5,624.42		41,735.98
MED ER		411.83		411.83		1,315.40		9,760.85
<b>Total Employer Taxes:</b>		<b>2,172.69</b>		<b>2,172.69</b>		<b>6,939.82</b>		<b>51,496.83</b>

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
<b>Position Category(4 - Librarian Part Time) Totals</b>								
<b>Pays:</b>								
Sunday	4.00	315.40	4.00	315.40	12.00	842.78	84.00	5,694.02
Holiday					29.00	1,322.61	296.00	12,884.81
Regular	302.55	12,918.54	302.55	12,918.54	848.69	36,740.39	6,955.01	299,572.60
Sick	29.75	1,254.84	29.75	1,254.84	42.25	1,829.02	367.70	17,046.33
Vacation	5.50	281.11	5.50	281.11	59.75	2,859.70	565.23	25,439.44
Personal	1.75	84.46	1.75	84.46	11.63	515.40	88.45	3,917.89
Jury Duty					21.00	803.10	66.50	2,543.15
Bereavement Ear							44.50	1,667.43
Comp Time	28.00	1,314.31	28.00	1,314.31	38.25	1,792.13	97.87	4,484.89
Travel							2.52	117.55
Meetings	5.45	195.20	5.45	195.20	5.45	195.20	36.95	1,338.21
Medical Screen							4.00	210.27
Vacation NR							66.65	2,607.59
Snow Day							6.00	258.20
Longevity REG						3,750.00		7,500.00
<b>Total Gross Pay:</b>	<b>377.00</b>	<b>16,363.86</b>	<b>377.00</b>	<b>16,363.86</b>	<b>1,068.02</b>	<b>50,650.33</b>	<b>8,681.38</b>	<b>385,282.38</b>
<b>Employee Taxes:</b>								
SOC SEC EE		1,014.56		1,014.56		3,140.31		23,887.52
MED EE		237.29		237.29		734.45		5,586.60
FEDERAL WH		1,268.84		1,268.84		3,918.01		27,417.54
NEW YORK WH		675.51		675.51		2,055.49		15,503.75
<b>Total Employee Taxes:</b>		<b>3,196.20</b>		<b>3,196.20</b>		<b>9,848.26</b>		<b>72,395.41</b>
<b>Deductions:</b>								
Child Support		170.00		170.00		510.00		1,530.00
NYS Retirement		233.23		233.23		704.98		6,174.21
CSEA Benefit Fd		35.78		35.78		107.34		752.14
Disability		23.75		23.75		61.75		460.75
CSEA Dues		254.31		254.31		713.75		5,672.44
<b>Total Deductions:</b>		<b>717.07</b>		<b>717.07</b>		<b>2,097.82</b>		<b>14,589.54</b>
<b>Netpay:</b>		<b>12,450.59</b>		<b>12,450.59</b>		<b>38,704.25</b>		<b>298,297.43</b>
<b>Employer Taxes:</b>								
SOC SEC ER		1,014.56		1,014.56		3,140.31		23,887.52
MED ER		237.29		237.29		734.45		5,586.60
<b>Total Employer Taxes:</b>		<b>1,251.85</b>		<b>1,251.85</b>		<b>3,874.76</b>		<b>29,474.12</b>

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
<b>Position Category(6 - Custodial Part Time) Totals</b>								
<b>Pays:</b>								
Sunday	13.50	470.81	13.50	470.81	39.00	1,343.94	156.78	5,274.35
Holiday					33.00	821.69	299.00	7,930.13
Regular	352.92	8,644.30	352.92	8,644.30	1,039.70	25,493.14	7,118.16	182,450.00
Sick	4.00	94.17	4.00	94.17	16.12	375.64	140.05	3,635.85
Vacation	20.50	485.95	20.50	485.95	38.50	937.45	361.22	10,615.09
Personal					7.25	174.75	82.40	2,263.68
Comp Time							65.38	1,922.48
Call Back							6.00	133.14
Snow Removal							27.00	793.04
Travel					0.50	11.09	4.50	99.83
Sunday Reg							3.00	66.55
Overtime Reg					3.00	67.89	3.00	67.89
Retro Pay							3.00	65.25
Vacation NR							237.66	8,341.84
Snow Day							6.75	157.22
Sick NR							420.00	14,741.96
Longevity REG						1,625.00		3,375.00
<b>Total Gross Pay:</b>	<b>390.92</b>	<b>9,695.23</b>	<b>390.92</b>	<b>9,695.23</b>	<b>1,177.07</b>	<b>30,850.59</b>	<b>8,933.90</b>	<b>241,933.30</b>
<b>Employee Taxes:</b>								
SOC SEC EE		601.12		601.12		1,912.73		14,999.87
MED EE		140.57		140.57		447.32		3,508.03
FEDERAL WH		669.53		669.53		2,128.31		16,666.09
NEW YORK WH		351.06		351.06		1,149.13		8,870.76
<b>Total Employee Taxes:</b>		<b>1,762.28</b>		<b>1,762.28</b>		<b>5,637.49</b>		<b>44,044.75</b>
<b>Deductions:</b>								
NYS Retirement		33.27		33.27		101.57		140.33
NYS Def Comp								21,620.05
Disability		19.00		19.00		57.00		399.00
CSEA Dues		21.73		21.73		65.19		1,047.79
<b>Total Deductions:</b>		<b>74.00</b>		<b>74.00</b>		<b>223.76</b>		<b>23,207.17</b>
<b>Netpay:</b>		<b>7,858.95</b>		<b>7,858.95</b>		<b>24,989.34</b>		<b>174,681.38</b>
<b>Employer Taxes:</b>								
SOC SEC ER		601.12		601.12		1,912.73		14,999.87
MED ER		140.57		140.57		447.32		3,508.03
<b>Total Employer Taxes:</b>		<b>741.69</b>		<b>741.69</b>		<b>2,360.05</b>		<b>18,507.90</b>

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
<b>Position Category(7 - Messenger / Groundskeeper) Totals</b>								
<b>Pays:</b>								
Holiday					3.00	52.62	45.00	795.29
Regular	37.70	638.06	37.70	638.06	115.66	1,950.79	912.73	15,577.16
Sick	3.21	56.31	3.21	56.31	13.93	244.35	54.36	927.11
Vacation							34.43	574.51
Personal					4.28	75.07	13.42	229.00
Bereavement Ear							27.00	464.31
Comp Time	2.79	48.94	2.79	48.94	2.79	48.94	38.79	676.29
Snow Removal							3.00	56.86
Snow Day							2.00	34.39
<b>Total Gross Pay:</b>	<b>43.70</b>	<b>743.31</b>	<b>43.70</b>	<b>743.31</b>	<b>139.66</b>	<b>2,371.77</b>	<b>1,130.73</b>	<b>19,334.92</b>
<b>Employee Taxes:</b>								
SOC SEC EE		46.08		46.08		147.04		1,198.76
MED EE		10.79		10.79		34.40		280.36
NEW YORK WH		21.12		21.12		69.03		508.88
<b>Total Employee Taxes:</b>		<b>77.99</b>		<b>77.99</b>		<b>250.47</b>		<b>1,988.00</b>
<b>Deductions:</b>								
CSEA Dues								84.79
<b>Total Deductions:</b>								<b>84.79</b>
<b>Netpay:</b>		<b>665.32</b>		<b>665.32</b>		<b>2,121.30</b>		<b>17,262.13</b>
<b>Employer Taxes:</b>								
SOC SEC ER		46.08		46.08		147.04		1,198.76
MED ER		10.79		10.79		34.40		280.36
<b>Total Employer Taxes:</b>		<b>56.87</b>		<b>56.87</b>		<b>181.44</b>		<b>1,479.12</b>

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
<b>Position Category(8 - Pages) Totals</b>								
<b>Pays:</b>								
Holiday					54.50	927.13	547.00	9,382.41
Regular	633.75	10,907.26	633.75	10,907.26	1,759.37	30,231.44	13,744.73	236,425.02
Vacation							25.82	428.58
Personal							1.18	19.18
Jury Duty							5.00	83.75
Comp Time					12.00	212.00	164.28	2,812.97
NYS CP							22.75	381.06
Sunday Reg	16.00	267.00	16.00	267.00	32.00	531.00	191.88	3,232.99
Medical Screen							8.00	136.00
Overtime Reg							1.00	17.75
Snow Day							22.50	397.88
<b>Total Gross Pay:</b>	<b>649.75</b>	<b>11,174.26</b>	<b>649.75</b>	<b>11,174.26</b>	<b>1,857.87</b>	<b>31,901.57</b>	<b>14,734.14</b>	<b>253,317.59</b>
<b>Employee Taxes:</b>								
SOC SEC EE		692.77		692.77		1,977.89		15,705.70
MED EE		162.02		162.02		462.60		3,673.10
FEDERAL WH		297.67		297.67		840.88		7,187.25
NEW YORK WH		125.88		125.88		340.72		2,777.01
<b>Total Employee Taxes:</b>		<b>1,278.34</b>		<b>1,278.34</b>		<b>3,622.09</b>		<b>29,343.06</b>
<b>Deductions:</b>								
NYS Retirement		130.03		130.03		400.01		3,011.36
Post Tax SCP						-0.75		-0.75
<b>Total Deductions:</b>		<b>130.03</b>		<b>130.03</b>		<b>399.26</b>		<b>3,010.61</b>
<b>Netpay:</b>		<b>9,765.89</b>		<b>9,765.89</b>		<b>27,880.22</b>		<b>220,963.92</b>
<b>Employer Taxes:</b>								
SOC SEC ER		692.77		692.77		1,977.89		15,705.70
MED ER		162.02		162.02		462.60		3,673.10
<b>Total Employer Taxes:</b>		<b>854.79</b>		<b>854.79</b>		<b>2,440.49</b>		<b>19,378.80</b>

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
<b>Grand Totals</b>								
<b>Pays:</b>								
Sunday	25.50	1,122.53	25.50	1,122.53	71.00	2,998.36	429.28	19,258.69
Holiday					205.50	5,499.21	2,076.00	54,888.12
Regular	2,134.39	55,828.85	2,134.39	55,828.85	6,164.39	162,956.75	47,721.01	1,263,087.34
Sick	103.63	3,208.91	103.63	3,208.91	257.50	7,823.92	1,362.51	45,085.22
Vacation	94.33	2,844.62	94.33	2,844.62	250.64	7,921.36	2,430.89	78,913.25
Personal	9.69	299.47	9.69	299.47	76.07	2,057.12	444.09	13,105.70
Jury Duty					21.00	803.10	94.50	3,383.28
Bereavement Ear					13.50	300.61	118.00	3,295.93
Comp Time	36.13	1,487.99	36.13	1,487.99	64.57	2,318.48	596.95	16,121.34
Call Back							6.00	133.14
Snow Removal							30.00	849.90
NYS CP							57.75	1,317.77
Travel					0.75	19.39	8.52	264.35
Meetings	11.20	380.56	11.20	380.56	11.20	380.56	52.20	1,831.49
Sunday Reg	16.00	267.00	16.00	267.00	32.00	531.00	194.88	3,299.54
Medical Screen							16.00	477.82
Overtime Reg					3.00	67.89	4.00	85.64
Retro Pay							4.00	97.96
Vacation NR	116.59	2,648.04	116.59	2,648.04	116.59	2,648.04	658.06	19,456.20
Snow Day							55.25	1,335.44
Sick NR							420.00	14,741.96
Longevity REG						11,875.00		22,875.00
Donation							329.45	10,834.39
<b>Total Gross Pay:</b>	<b>2,547.46</b>	<b>68,087.97</b>	<b>2,547.46</b>	<b>68,087.97</b>	<b>7,287.71</b>	<b>208,200.79</b>	<b>57,109.34</b>	<b>1,574,739.47</b>
<b>Employee Taxes:</b>								
SOC SEC EE		4,212.24		4,212.24		12,899.24		97,624.68
MED EE		985.15		985.15		3,016.82		22,831.59
FEDERAL WH		3,954.41		3,954.41		11,796.91		88,161.49
NEW YORK WH		2,203.22		2,203.22		6,691.69		50,692.14
<b>Total Employee Taxes:</b>		<b>11,355.02</b>		<b>11,355.02</b>		<b>34,404.66</b>		<b>259,309.90</b>
<b>Deductions:</b>								
Child Support		170.00		170.00		510.00		1,530.00
Medical Pre-tax		147.96		147.96		147.96		147.96
NYS Retirement		857.59		857.59		2,666.53		19,739.30
CSEA Benefit Fd		69.36		69.36		192.08		1,343.98
NYS Def Comp								21,620.05
Disability		71.25		71.25		223.25		1,624.50
CSEA Dues		671.15		671.15		2,056.91		17,317.70
Post Tax SCP						-0.75		57.60
<b>Total Deductions:</b>		<b>1,987.31</b>		<b>1,987.31</b>		<b>5,795.98</b>		<b>63,381.09</b>
<b>Netpay:</b>		<b>54,745.64</b>		<b>54,745.64</b>		<b>168,000.15</b>		<b>1,252,048.48</b>
<b>Employer Taxes:</b>								
SOC SEC ER		4,212.24		4,212.24		12,899.24		97,624.68
MED ER		985.15		985.15		3,016.82		22,831.59
<b>Total Employer Taxes:</b>		<b>5,197.39</b>		<b>5,197.39</b>		<b>15,916.06</b>		<b>120,456.27</b>

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**OCTOBER - 2025 MONTHLY STATISTICAL REPORT - ALL BUILDINGS**

<b>LIBRARY COLLECTION</b>	<b>Item Code</b>	<b>Current Additions</b>	<b>YTD Additions</b>	<b>Current Withdrawals</b>	<b>YTD Withdrawals</b>	<b>January Holdings</b>	<b>July Holdings</b>
Adult Fiction Books	1	142	4,571	381	6,046	79,120	78,784
Adult Nonfiction Books	2	255	2,881	505	2,927	95,446	94,464
<b>Subtotal Adult Books</b>		<b>397</b>	<b>7,452</b>	<b>886</b>	<b>8,973</b>	<b>174,566</b>	<b>173,248</b>
Juvenile Fiction Books	3	92	2,540	139	2,465	59,440	60,489
Juvenile Nonfiction Books	4	18	753	161	687	31,252	31,103
<b>Subtotal Juv Books</b>		<b>110</b>	<b>3,293</b>	<b>300</b>	<b>3,152</b>	<b>90,692</b>	<b>91,592</b>
<b>Total Books</b>		<b>507</b>	<b>10,745</b>	<b>1,186</b>	<b>12,125</b>	<b>265,258</b>	<b>264,840</b>
Adult Periodical (Serial)	5	547	4,897	497	5,653	4,846	4,341
Juvenile Periodical (Serial)	s	15	188	54	235	288	251
<b>Total Serials</b>		<b>562</b>	<b>5,085</b>	<b>551</b>	<b>5,888</b>	<b>5,134</b>	<b>4,592</b>
Adult Audio Recordings	a	90	802	4	1,135	12,970	12,185
Juvenile Audio Recordings	v	7	12	0	18	1,210	1,128
<b>Subtotal Audio Recordings</b>		<b>97</b>	<b>814</b>	<b>4</b>	<b>1,153</b>	<b>14,180</b>	<b>13,313</b>
Adult Video Recording	6	122	1,718	17	311	27,418	28,135
Juvenile Video Recording	j	30	173	0	60	6,660	6,678
<b>Subtotal Video Recording</b>		<b>152</b>	<b>1,891</b>	<b>17</b>	<b>371</b>	<b>34,078</b>	<b>34,813</b>
<b>Total A/V</b>		<b>249</b>	<b>2,705</b>	<b>21</b>	<b>1,524</b>	<b>48,258</b>	<b>48,126</b>
Other	9	2	47	1	67	845	858
<b>Grand Total</b>		<b>1,320</b>	<b>18,582</b>	<b>1,759</b>	<b>19,604</b>	<b>319,495</b>	<b>318,416</b>
<b>PEOPLE VISITED LIBRARY</b>		<b>Current</b>	<b>YTD</b>				
Library Visits (LIVE/On-Site)		<b>30,236</b>	<b>297,141</b>				
Website & Social Media		<b>43,775</b>	<b>294,159</b>				
<b>CIRCULATION TRANSACTIONS</b>		<b>Current</b>	<b>YTD</b>				
Checkouts (in-person, selfcheck, online)		25,375	274,491				
Renewals (in-person, selfcheck, online)		27,136	255,441				
Downloadable Check-Outs		34,432	353,190				
<b>Grand Total Library Circulation</b>		<b>86,943</b>	<b>883,122</b>				
<b>INTERLIBRARY LOAN</b>		<b>Current</b>	<b>YTD</b>				
Borrowed		4,410	42,709				
Loaned		4,289	38,529				
<b>Total Interlibrary Loan</b>		<b>8,699</b>	<b>81,238</b>				
<b>RESERVES FILLED</b>		<b>Current</b>	<b>YTD</b>				
		7,925	71,996				
<b>PUBLIC COMPUTERS USE</b>		<b>Current</b>	<b>YTD</b>				
Adult		2,113	16,527				
Juvenile		2,502	16,355				
<b>Total Computer Internet Use</b>		<b>4,615</b>	<b>32,882</b>				
<b>REFERENCE TRANSACTIONS</b>		<b>Current</b>	<b>YTD</b>				
Adult Reference		6,275	61,487				
Juvenile Reference		1,948	27,595				
Chat		136	1,606				
Email		71	739				
Social Media		3	38				
<b>Total Reference Transactions</b>		<b>8,433</b>	<b>91,465</b>				
<b>LIBRARY PROGRAMS</b>		<b>Current Sessions</b>	<b>Current Attendance</b>	<b>YTD Sessions</b>	<b>YTD Attendance</b>	<b>YTD Avg. Attendance</b>	
Adult Programs		92	1,338	2,025	13,759	7	
Young Adult Programs		31	299	375	5,531	15	
Juvenile Programs		110	2,901	1,331	29,858	22	
One-On-One Programs & Services		683	699	6,914	9,957	1	
General Interest Programs		1	150	5	4,550	910	
<b>Total Library Programs</b>		<b>917</b>	<b>5,387</b>	<b>10,650</b>	<b>63,655</b>	<b>6</b>	
<b>PATRON REGISTRATIONS</b>		<b>Current</b>	<b>YTD</b>				
Adult Registrations		294	2,987				
Young Adult Registrations		41	386				
Juvenile Registrations		63	1,074				
<b>Total Borrower Registrations</b>		<b>398</b>	<b>4,447</b>				



Circulation Activity by Library - October 2025 - Systemwide Totals										
Checkouts and renewals are based on activity done on each library's terminals - not the library's items										
LIBRARY	Current Year To Date Total Checkouts and Renewals	Previous Year To Date Total Checkouts and Renewals	This Month Total Checkouts and Renewals	Checkouts	Checkins	Renewals	Holds	Recall	Total	%
<b>TOTAL FOR SMITHTOWN</b>	<b>270,981</b>	<b>287,503</b>	<b>25,430</b>	<b>24,593</b>	<b>26,294</b>	<b>837</b>	<b>3,094</b>	<b>0</b>	<b>54,818</b>	<b>0</b>
223-Sachem	166,882	182,064	15,249	14,698	14,811	551	1,475	0	31,535	3.4%
260-Emma S Clark	147,430	169,457	14,577	14,302	14,376	275	706	0	29,659	3.2%
208-Comsewogue	107,741	113,675	9,628	9,364	9,961	264	940	0	20,529	2.2%
216-Longwood	97,233	106,510	8,872	8,386	11,399	486	1,263	0	21,534	2.3%
231-South Huntington	91,422	94,181	8,326	8,103	9,013	223	604	0	17,943	2.0%
219-Northport-Main	81,369	83,724	7,650	7,302	7,885	348	803	0	16,338	1.8%
<b>229-Smithtown-Nesconset</b>	<b>96,148</b>	<b>77,714</b>	<b>7,552</b>	<b>7,164</b>	<b>7,701</b>	<b>388</b>	<b>860</b>	<b>0</b>	<b>16,113</b>	<b>1.8%</b>
213-Harborfields	81,916	87,307	7,229	7,042	7,147	187	678	13	15,067	1.6%
211-HHL-Dix Hills	69,550	76,691	6,762	6,605	7,327	157	1,088	0	15,177	1.7%
215-Lindenhurst	68,939	72,053	6,515	6,305	6,465	210	602	0	13,582	1.5%
244-Center Moriches	73,613	82,074	6,489	6,274	6,473	215	549	0	13,511	1.5%
239-Patchogue Medford	65,199	74,848	6,182	5,900	6,281	282	758	1	13,222	1.4%
<b>226-Smithtown-Main</b>	<b>37,616</b>	<b>74,354</b>	<b>6,058</b>	<b>5,958</b>	<b>6,270</b>	<b>100</b>	<b>639</b>	<b>0</b>	<b>12,967</b>	<b>1.4%</b>
<b>228-Smithtown-Kings Park</b>	<b>69,242</b>	<b>66,848</b>	<b>5,961</b>	<b>5,779</b>	<b>6,159</b>	<b>182</b>	<b>647</b>	<b>0</b>	<b>12,767</b>	<b>1.4%</b>
<b>227-Smithtown-Commack</b>	<b>67,975</b>	<b>68,587</b>	<b>5,859</b>	<b>5,692</b>	<b>6,164</b>	<b>167</b>	<b>948</b>	<b>0</b>	<b>12,971</b>	<b>1.4%</b>
210-East Islip	62,974	64,445	5,786	5,628	5,877	158	364	1	12,028	1.3%
233-West Islip	59,338	61,918	5,587	5,545	5,679	42	395	1	11,662	1.3%
224-Sayville	60,398	67,045	5,357	5,274	6,030	83	567	0	11,954	1.3%
259-Bayshore-Brightwaters	55,608	54,436	5,323	4,965	4,979	358	445	1	10,748	1.2%
202-Bayport	54,614	53,463	5,070	4,645	4,565	425	497	0	10,132	1.1%
225-North Shore	51,598	54,289	4,969	4,493	6,867	476	552	1	12,389	1.3%
230-South Country	55,602	58,369	4,958	4,782	4,834	176	518	0	10,310	1.1%
220-Northport-East Northport	53,067	53,769	4,943	4,798	5,391	145	488	0	10,822	1.2%
221-Port Jefferson	54,622	62,280	4,828	4,705	4,884	123	372	0	10,084	1.1%
207-Commack	55,141	58,288	4,786	4,687	5,034	99	432	0	10,252	1.1%
203-Brentwood	50,641	57,587	4,750	4,621	4,548	129	474	1	9,773	1.1%
250-Riverhead	47,476	52,183	4,640	4,460	4,729	180	626	0	9,995	1.1%
214-Islip	58,463	63,875	4,558	4,410	4,767	148	326	0	9,651	1.1%
232-West Babylon	47,905	52,848	4,526	4,434	4,611	92	260	0	9,397	1.0%
245-Hampton Bays	44,222	46,941	4,237	4,022	4,373	215	485	0	9,095	1.0%
255-Rogers Memorial	43,594	55,561	4,127	3,871	4,458	256	704	0	9,289	1.0%
246-Hauppauge	42,628	43,297	4,056	3,904	3,959	152	343	0	8,358	0.9%
201-Babylon	42,198	45,152	3,944	3,868	3,772	76	330	0	8,046	0.9%
217-Mastic-Moriches-Shirley 1	38,479	57	3,924	3,657	4,752	267	415	0	9,091	1.0%
240-Huntington Main	39,808	39,600	3,666	3,445	6,478	221	776	0	10,920	1.2%
234-Westhampton	42,026	46,025	3,552	3,415	3,871	137	390	0	7,813	0.9%
218-North Babylon	35,672	36,932	3,541	3,380	3,298	161	236	0	7,075	0.8%
252-East Hampton	39,400	38,948	3,232	3,157	3,297	75	348	1	6,878	0.7%
264-Copague	27,645	30,415	2,826	2,736	2,576	90	289	0	5,691	0.6%
243-Deer Park	30,582	31,431	2,667	2,532	3,941	135	384	0	6,992	0.8%
206-Cold Spring Harbor	28,217	29,496	2,465	2,354	2,506	111	234	1	5,206	0.6%
205-Central Islip	29,084	35,009	2,324	2,245	2,353	79	154	0	4,831	0.5%
251-Elwood	26,460	26,453	2,272	2,199	2,512	73	472	0	5,256	0.6%
212-HHL-Melville	19,576	20,611	1,984	1,922	2,158	62	335	0	4,477	0.5%
253-Mattituck-Laurel	21,564	23,621	1,953	1,830	1,936	123	150	0	4,039	0.4%
209-Cutchogue	23,090	24,816	1,909	1,817	1,889	92	191	0	3,989	0.4%
248-John Jermain	22,154	24,206	1,908	1,852	1,859	56	339	0	4,106	0.4%
200-Amityville	21,597	25,581	1,879	1,846	1,965	33	295	0	4,139	0.5%
254-Floyd Memorial	20,090	20,687	1,840	1,668	1,611	172	312	0	3,763	0.4%
247-Southold	17,975	19,861	1,745	1,668	1,542	77	292	0	3,579	0.4%
204-Brookhaven	14,186	14,910	1,383	1,341	1,194	42	133	0	2,710	0.3%
238-Montauk	17,051	17,500	1,336	1,240	1,364	96	176	0	2,876	0.3%
256-Quogue	17,268	17,823	1,261	1,130	1,321	131	182	0	2,764	0.3%
267-Patchogue Medford-Medgo	13,626	6,406	1,261	1,083	1,205	178	170	0	2,636	0.3%
257-Shelter Island	12,482	14,443	1,227	1,075	993	152	322	1	2,543	0.3%
258-Amagansett	11,358	12,112	995	957	900	38	171	0	2,066	0.2%
241-Huntington Station	9,060	8,815	749	660	800	89	207	0	1,756	0.2%
265-Mastic-Moriches-Mastic Be	8,052	25,877	718	688	910	30	158	0	1,786	0.2%
266-Mastic-Moriches-Moriches	8,431	18,636	621	548	1,047	73	147	0	1,815	0.2%
249-Hampton Library	11,603	13,225	427	322	500	105	90	0	1,017	0.1%
235-Wyandach	3,148	3,532	279	184	167	95	46	0	492	0.1%
261-Fisher's Island	1,898	2,217	51	51	83	0	0	0	134	0.0%