

**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, February 18, 2025, at 6:30 p.m. in the offices of the Library located at 148 Smithtown Boulevard, Nesconset, NY (Nesconset building).

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

READING AND APPROVAL OF MINUTES

1. COMMITTEE APPOINTMENTS

2. Approval of MINUTES

- a. *RESOLVED, that the REGULAR MEETING MINUTES of January 21, 2025 be approved as presented (appended):*

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

3. Report of the BUDGET AND FINANCE COMMITTEE

a. *TREASURER'S REPORT*

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

b. **WARRANTS**

RESOLVED, that the following WARRANTS be approved for payment:

i. Warrant #25 - February ("L" fund) PREPAYS	\$ 31,878.64
ii. Warrant #25 - February ("L" fund) WARRANT	\$ 1,017,566.58
iii. Warrant #25 - February ("M" fund) WARRANT	\$ 90,587.06
iv. Warrant #25 - February (PAYROLL #3 – 1/31/25)	\$ 283,963.52
v. Warrant #54 - February (PAYROLL #4 – 2/14/25)	\$ 273,215.44

4. Report of the PERSONNEL COMMITTEE

a. *PERSONNEL CHANGES*

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

Temporary Appointment:

- i. Status change for **Brian Holtje** from the position of Groundskeeper I on a part-time basis into the temporary position of Groundskeeper I on a call-in basis, at an hourly rate of pay of \$18.95, effective January 31, 2025.

Leave of Absence:

- ii. Extended leave of absence without pay, nunc pro tunc, for **Employee #1245** from February 6, 2025 through February 20, 2025.
- iii. Leave of absence without pay, nunc pro tunc, for **Employee #1340**, Page, Kings Park building, from January 17, 2025 through February 4, 2025.

b. CONFERENCE ATTENDANCE REQUESTS

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

- i. *That the following staff members be authorized to attend, on paid release time, the “2025 Annual Long Island Library Conference” to be held at the Melville Marriot, located at 1350 Old Walt Whitman Road, Melville, NY, on May 8, 2025, with reimbursement for conference registration not to exceed \$85.00: **Kaitlin Brand, Jennifer Cattrano, Eileen Caulfield, Lindsay Christ, Angelique Daley, Julie DeLaney, Lee-Ann Finn, Wendy Johnson, Margaret Lopez, Margaret Moloney, Jessica Quenzer, Sheila Worlow, Caren Zatyk.** (NOTE: amount noted above does not include mileage costs).*
- ii. *That the following Trustees be authorized to attend the “2025 Annual Long Island Library Conference” to be held at the Melville Marriot, located at 1350 Old Walt Whitman Road, Melville, NY on May 8, 2025, with each registration of \$110.00 to be paid for by The Library: **Mildred Bernstein, Barbara Deal, Annette Galarza, Christopher Sarvis, Theresa Stabile.***

5. Report of the BUILDINGS AND GROUNDS COMMITTEE

a. CONTRACT – Winters Bros. Waste Systems

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby authorize the Library Director to enter into a 1-year contract agreement with Winters Bros. Waste Systems for the period April 1, 2025 through March 31, 2026, for the purpose of providing waste and recycling management service for all Library buildings, at a total annual cost not to exceed \$6,000.00 for the year (note: as needed, additional pickups can be arranged for an additional charge; Winters Bros. Waste Management Systems is on NY State Contract, Award #22760).

6. Report of the COMMUNICATIONS COMMITTEE

a. MEMORIAL DONATION – Manning family in memory of Lydia Moser

*RESOLVED, that the Board of Trustees of The Smithtown Library does hereby graciously accept and thank Lisa, Peter and Jack Manning, of Kings Park, NY, for the generous donation of **One Hundred dollars (\$100.00)** in memory of Lydia Moser who was a beloved former employee of The Smithtown Library, and be it*

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

7. Report of the STRATEGIC PLANNING COMMITTEE

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

UNFINISHED BUSINESS

PUBLIC COMMENTS

NEW BUSINESS

9. DISCUSSION – Smithtown Building Restoration – Funding

10. Next “Regular” meeting of the Board of Trustees – March 18, 2025 – 6:30 p.m. – Commack building.

**MINUTES
BOARD OF TRUSTEES
THE SMITHTOWN LIBRARY
January 25, 2025**

A regular meeting of the Board of Trustees of The Smithtown Library was held at the Nesconset building, Nesconset, New York, on the 21st day of January, 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: Mildred Bernstein, Barbara Deal, Howard Knispel, Christopher Sarvis and Theresa Stabile. Trustees Brianna Baker-Stines and Annette Galarza were absent with prior notice.

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

In the absence of Library Board President Annette Galarza, Library Board Vice President Mildred Bernstein acted as Chairperson of the meeting.

READING AND APPROVAL OF MINUTES

1. APPROVAL OF MINUTES

Library Board Vice President Mildred Bernstein moved to approve the adoption of the following resolution:

- a. *RESOLVED, that the REGULAR meeting minutes of December 17, 2024 and the ORGANIZATIONAL meeting minutes of January 2, 2025 be approved as presented:*

The motion was seconded by Trustee Howard Knispel and adopted 5-0 by the following roll call vote:

FOR—Bernstein, Deal, Knispel, Sarvis, Stabile; AGAINST—none

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

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

- a. **TREASURER'S REPORT**

RESOLVED, that the TREASURER'S REPORT for the month ended December 31, 2024 be approved for filing (copy of report appended to the original of these minutes).

The motion was seconded by Trustee Christopher Sarvis and adopted 5-0 by the following roll call vote:

FOR—Bernstein, Deal, Knispel, Sarvis, Stabile; AGAINST—none

b. WARRANTS

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

RESOLVED, that the following WARRANTS be approved for payment:

i.	Warrant #24 - December (“L” fund) PREPAYS - MINI WARRANT	\$ 42,268.52
ii.	Warrant #24 - December (“L” fund) MINI WARRANT	\$ 103,588.53
iii.	Warrant #24 - December (PAYROLL #26 – 12/20/24)	\$ 272,719.86
iv.	Warrant #24 - December (SPEC PAYROLL- Health Benefit Waiver)	\$ 73,493.23
v.	Warrant #25 - January (PAYROLL #1 – 1/3/25)	\$ 269,867.86
vi.	Warrant #25 - January (PAYROLL #2 – 1/17/25)	\$ 277,854.89
vii.	Warrant #25 - January (“L” fund) PREPAYS	\$ 22,975.36
viii.	Warrant #25 - January (“L” fund) WARRANT	\$ 414,924.60

The motion was seconded by Trustee Howard Knispel and adopted 5-0 by the following roll call vote:

FOR—Bernstein, Deal, Knispel, Sarvis, Stabile; AGAINST—none

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

a. PERSONNEL CHANGES

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

Leave of Absence:

- i. *Extended leave of absence without pay for **Employee #1245** from January 9, 2025 through February 6, 2025.*
- ii. *Leave of absence without pay, nunc pro tunc, for **Employee #1026** from January 16, 2025 through February 26, 2025.*
- iii. *Child care leave of absence without pay, nunc pro tunc, for **Gina Ferreira**, Public Relations Specialist, Community Relations Department, Nesconset building, effective January 11, 2025 through March 3, 2025.*

The motion was seconded by Trustee Barbara Deal and adopted 5-0 by the following roll call vote:

FOR—Bernstein, Deal, Knispel, Sarvis, Stabile; AGAINST—none

b. CONFERENCE/WEBINAR ATTENDANCE REQUESTS

Personnel Committee Liaison Theresa Stabile moved to approve the adoption of resolution “b”:

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

- i. *That Library Director **Robert Lusak** be authorized to attend, on paid release time, the “Pre-Advocacy and Advocacy Day Programs for “Library Legislation Day”, sponsored by NYLA (New York Library Association), from February 4, 2025 through February 5, 2025, to be held at the Legislative Office Buildings, Albany, NY, for the purpose of fostering support for libraries, increasing state funding, and educating legislators of the services libraries provide, with reimbursement for reasonable expenses incurred with the display of certified receipts.*

- ii. That Assistant Library Director **Eileen Caulfield** be authorized to attend, on paid release time, the “Pre-Advocacy and Advocacy Day Programs for “Library Legislation Day”, sponsored by NYLA (New York Library Association), from February 4, 2025 through February 5, 2025, to be held at the Legislative Office Buildings, Albany, NY, for the purpose of fostering support for libraries, increasing state funding, and educating legislators of the services libraries provide, with reimbursement for reasonable expenses incurred with the display of certified receipts.
- iii. That Librarian IV Building Head **Julie DeLaney** be authorized to attend, on paid release time, the “Pre-Advocacy and Advocacy Day Programs for “Library Legislation Day”, sponsored by NYLA (New York Library Association), from February 4, 2025 through February 5, 2025, to be held at the Legislative Office Buildings, Albany, NY, for the purpose of fostering support for libraries, increasing state funding, and educating legislators of the services libraries provide, with reimbursement for reasonable expenses incurred not to exceed \$75 for the PLDA sponsored bus, \$169 for lodging and \$100 maximum per day for meals.
- iv. That the following staff members be authorized to attend, nunc pro tunc, on paid release time, the webinar titled “The Library Does That?” sponsored by LibraryWorks, on January 16, 2025, to be paid for by the Library at \$25 per staff member: Librarian IV **Julie DeLaney**, Librarian IV **Jessica Quenzer**, Librarian IV **Sheila Worlow**, Librarian III **Amanda Lentino**, Librarian III **Maggie Moloney**, Librarian III **Colleen Navins**, Librarian II **Jessica Park**.

The motion was seconded by Trustee Christopher Sarvis and adopted 5-0 by the following roll call vote:

FOR—Bernstein, Deal, Knispel, Sarvis, Stabile; AGAINST—none

- 4. In the absence of BUILDINGS & GROUNDS COMMITTEE Liaison Brianna Baker-Stines, the Buildings & Grounds Committee report was presented by Library Board Vice President Mildred Bernstein, who moved to approve the adoption of resolution “a”:
- a. SERVICE AGREEMENT – KINGS PARK & NESCONSET GENERATORS – Cummins, Inc. (2025-2030)

RESOLVED, that the Board of Trustees of the Smithtown Library does hereby authorize the Library Director to enter into a contract agreement with Cummins, Inc. for the period February 19, 2025 through February 18, 2026, for year one (1) of a five (5) year contract, for the purpose of providing standard service and inspection service for the generator at our Kings Park and Nesconset Library buildings, at a total annual cost not to exceed \$4,600 for the 2025-2026 year; subsequent renewals for a period of one (1) year at the cost projected will be considered (pending Board approval and funding) at the annual anniversary date.

The motion was seconded by Trustee Barbara Deal and adopted 5-0 after discussion by the following roll call vote:

FOR—Bernstein, Deal, Knispel, Sarvis, Stabile; AGAINST—none

Library Board Vice President Mildred Bernstein moved to approve the adoption of resolution “b”:

b. CENTRAL STATION BURGLAR ALARM AND PANIC BUTTON MONITORING – Electronix Systems

RESOLVED, that the Board of Trustees of the Smithtown Library does hereby authorize the Library Director to enter into an annual renewable agreement, nunc pro tunc, with Electronix Systems, for the first year of an annual, renewable contract, effective January 7, 2025, to provide repairs, maintenance and central station burglar alarm and panic button monitoring for all Library buildings, at a total annual cost not to exceed \$2,500.00; subsequent renewals for a period of one (1) year can be considered (pending Board approval and funding) at the annual anniversary date and can be cancelled on each annual anniversary date of this agreement upon written notice to Electronix Systems.

The motion was seconded by Trustee Theresa Stabile and adopted 5-0 by the following roll call vote:

FOR—Bernstein, Deal, Knispel, Sarvis, Stabile; AGAINST—none

Library Board Vice-President Mildred Bernstein moved to approve the adoption of resolution “c”:

c. IT SUPPORT SERVICES - Managed Technology. Inc.

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby authorize the Library Director to enter into a one-year contract, nunc pro tunc, effective November 1, 2024, with Managed Technology, Inc. for the purpose of IT support services (including, but not limited to firewall, switches and server support), at a total annual cost not to exceed \$9,900.00.

The motion was seconded by Trustee Barbara Deal and adopted 5-0 after discussion by the following roll call vote:

FOR—Bernstein, Deal, Knispel, Sarvis, Stabile; AGAINST—none

Library Board Vice-President Mildred Bernstein moved to approve the adoption of resolution “d”:

d. TELEPHONE SYSTEM SUPPORT & MAINTENANCE – RingCentral

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby authorize the Library Director to enter into a contract agreement, nunc pro tunc, with RingCentral (NYS Contract PM68236) for telephone system support and maintenance (cloud-based telephone service) for all four Library buildings, effective December 1, 2024 for a 12-month contract period, with a monthly cost not to exceed \$2,500 (note: as needed, “per-call” service calls outside of normal business hours or “due to” issues outside contract agreement, and/or purchase of new phones/licenses can incur an additional expense. Cancellation is permitted at any time with cause).

The motion was seconded by Trustee Howard Knispel and adopted 5-0 by the following roll call vote:

FOR—Bernstein, Deal, Knispel, Sarvis, Stabile; AGAINST—none

Library Board Vice-President Mildred Bernstein moved to approve the adoption of resolution “e”:

e. FIRE ALARM INSPECTION - Garland Fire Systems, Inc. (2025 – 2026)

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby authorize the Library Director to enter into a contract agreement with Garland Fire Systems, Inc. for the period March 1, 2025 through February 28, 2026, for year two (2) of a three (3) year contract, for the purpose of providing standard fire inspection service for our Commack, Kings Park, Nesconset and Smithtown buildings, at a total annual cost not to exceed \$4,550.00 per year (note: as needed, per-call fire detection equipment service at an additional hourly ‘regular’ rate of \$150.00 will apply).

The motion was seconded by Trustee Theresa Stabile and adopted 5-0 by the following roll call vote:

FOR—Bernstein, Deal, Knispel, Sarvis, Stabile; AGAINST—none

Library Board Vice-President Mildred Bernstein moved to approve the adoption of resolution “f”:

f. FIRE ALARM MONITORING - Garland Fire Systems, Inc. (2025 – 2026)

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby authorize the Library Director to enter into a contract agreement with Garland Fire Systems, Inc. for the period March 1, 2025 through February 28, 2026 for year two (2) of a three (3) year contract, for the purpose of UL Listed 24hr Supervised Central Station Monitoring for our Commack, Kings Park, Nesconset and Smithtown buildings, as per the Town of Smithtown Fire Marshal and State Building Code requirements, for the transmission of fire signals to the local Fire Department, at a total annual cost not to exceed \$3,600.00 per year.

The motion was seconded by Trustee Christopher Sarvis and adopted 5-0 by the following roll call vote:

FOR—Bernstein, Deal, Knispel, Sarvis, Stabile; AGAINST—none

Library Board Vice-President Mildred Bernstein moved to approve the adoption of resolution “g”:

g. EMERGENCY SERVICES CONTRACTORS - Fidele Construction, Inc.

WHEREAS, the Board has authorized the Library Director, on an emergency basis, to retain those contractors necessary to undertake services to seek to preserve the Smithtown building facility on a no-bid basis under the terms of Section 103 of the NY General Municipal Law; and

WHEREAS, the Board elects to, for the sake of accountability, to identify those contractors retained to date for the providing of such emergency services, now therefore be it

RESOLVED, that it is authorized to retain Fidele Construction, Inc. for Phase Two of the Emergency Building Restoration Project, to supply prevailing wage labor, material, and equipment to perform the necessary work for the lump sum of \$1,357,900.00; said amount includes a scope of work consisting of the following:

Temporary work at a cost of \$165,550.00 for general construction work, HVAC work, electrical work, general requirements (note: a general contingency allowance of \$10,000 is included in temporary work total);

Permanent work at a cost of \$1,192,350.00 for general construction work, HVAC work, plumbing work, electrical work, general requirements (note: a general contingency allowance of \$85,000 is included in permanent work total).

The motion was seconded by Trustee Howard Knispel and adopted 5-0 by the following roll call vote:

FOR—Bernstein, Deal, Knispel, Sarvis, Stabile; AGAINST—none

At this time Library Director Robert Lusak gave the Library Board an update on the Emergency Building Restoration Project at the Smithtown building. Topics included were:

- The boiler room on the lower level of the Smithtown building has been completely gutted by the HVAC company.
- The Library is currently waiting for building supplies in order to begin the restoration project of the Smithtown building, in addition to the restoration of power to the building.
- Administration is hopeful for an early spring reopening of the main and upper levels of the building.
- Library Administration has had numerous meetings with representatives from FEMA.
- Library personnel will be flying to Michigan in March to meet with the company handling the restoration of the Long Island Room's historical documents (Business Manager Jennifer Piano noted that we are working with FEMA to determine if they will cover the digitization expenses of our historical collection).
- Architect John Tanzi's redesign of the lower level of the Smithtown building is in the works and he will be giving a presentation of the redesign for the Library Board within the next one or two months.

Library Director Robert Lusak further reported that a bullet grant had been received from Assemblyman Michael Fitzpatrick in the amount of \$20,000.00. Mr. Lusak noted that we are hoping to use this grant for the purchase of equipment for the new Government Services Department in the lower level of the Smithtown building.

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

a. DONATIONS - Smithtown Building Restoration

- i. *RESOLVED, that the Board of Trustees of The Smithtown Library does hereby graciously accept and thank **Jessica Gallone of Rock-N-Roll U** for the most generous donation of **One Thousand dollars** (\$1,000.00) for the purpose of the restoration of the Smithtown building due to the catastrophic flood of August 19, 2024.*
- ii. *RESOLVED, that the Board of Trustees of The Smithtown Library does hereby graciously accept and thank **Gregory Vilardi**, of Commack, NY, for the generous donation of **Two Hundred Fifty dollars** (\$250.00) for the purpose of the restoration of the Smithtown building due to the catastrophic flood of August 19, 2024.*

- iii. *RESOLVED, that the Board of Trustees of The Smithtown Library does hereby graciously accept and thank **Michelle Routi**, of St. James, NY, for the generous donation of **Two Hundred dollars** (\$200.00) for the purpose of the restoration of the Smithtown building due to the catastrophic flood of August 19,*
- iv. *RESOLVED, that the Board of Trustees of The Smithtown Library does hereby graciously accept and thank **John Avlon** for the generous donation of **One Hundred Fifty dollars** (\$150.00) for the purpose of the restoration of the Smithtown building due to the catastrophic flood of August 19, 2024.*
- v. *RESOLVED, that the Board of Trustees of The Smithtown Library does hereby graciously accept and thank **Donna Castellone** for the generous donation of **Fifty dollars** (\$50.00) for the purpose of the restoration of the Smithtown building due to the catastrophic flood of August 19, 2024.*
- vi. *RESOLVED, that the Board of Trustees of The Smithtown Library does hereby graciously accept and thank **Christine Martucci**, of St. James, NY, for the generous donation of **Twenty Five dollars** (\$25.00) for the purpose of the restoration of the Smithtown building due to the catastrophic flood of August 19, 2024.*
- vii. *RESOLVED, that the Board of Trustees of The Smithtown Library does hereby graciously accept and thank **Michael Stein** for the generous donation of **Twenty Five dollars** (\$25.00) for the purpose of the restoration of the Smithtown building due to the catastrophic flood of August 19, 2024.*
- viii. *RESOLVED, that the Board of Trustees of The Smithtown Library does hereby graciously accept and thank **Matthew Torres**, of Nesconset, NY, for the generous donation of **Twenty Five dollars** (\$25.00) for the purpose of the restoration of the Smithtown building due to the catastrophic flood of August 19, 2024.*

The motion was seconded by Trustee Barbara Deal and adopted 5-0 by the following roll call vote:

FOR—Bernstein, Deal, Knispel, Sarvis, Stabile; AGAINST—none

Communications Committee Liaison Christopher Sarvis moved to approve the adoption of resolution “b”:

b. DONATIONS – Long Island Room Restoration

- i. *RESOLVED, that the Board of Trustees of The Smithtown Library does hereby graciously accept and thank **The Order of Colonial Lords of Manors in America, Inc.** for the most generous donation of **Two Thousand dollars** (\$2,000.00) for the purpose of the restoration of the Smithtown building's Long Island History Room due to the catastrophic flood of August 19, 2024.*
- ii. *RESOLVED, that the Board of Trustees of The Smithtown Library does hereby graciously accept and thank the **Smithtown Historical Society**. for the most generous donation of **Five Hundred dollars** (\$500.00) for the purpose of the restoration of the Smithtown building's Long Island History Room due to the catastrophic flood of August 19, 2024.*

The motion was seconded by Trustee Theresa Stabile and adopted 5-0 after discussion by the following roll call vote:

FOR—Bernstein, Deal, Knispel, Sarvis, Stabile; AGAINST—none

6. The STRATEGIC PLANNING COMMITTEE

The Library Director reported that the group and sub groups have been meeting and a presentation is planned for the Library Board at the February meeting.

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

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

UNFINISHED BUSINESS

PUBLIC COMMENTS

There were no public comments.

NEW BUSINESS

8. RESOLUTION OF CONGRATULATIONS – Library Director Robert Lusak

Library Board Vice-President Mildred Bernstein moved to approve the adoption of the following resolution which was presented to Library Director Robert Lusak:

WHEREAS, Library Director Robert Lusak has been named as one of the “2024 People of the Year” by the Times Beacon Record news media outlet for his consistent consideration for his fellow community members; and

WHEREAS, the Library’s Smithtown Building suffered catastrophic damage to its lower level due to the storm that occurred during the early morning hours of August 19, 2024, which caused torrential flooding; and

WHEREAS, Library Director Robert Lusak immediately put into action plans to remediate the damages, preserve invaluable historical items, and restore and rebuild what was lost during the flood; and

WHEREAS, Robert Lusak serves as President of the Rotary Club of Smithtown Sunrise, giving back to the community by organizing donation events and partnering with local charities; and

WHEREAS, Robert Lusak serves as Major with the 11th New York Infantry Regiment, a volunteer honor guard program that performs services to honor veterans and their families; now therefore be it

RESOLVED, that the Board of Trustees of the Smithtown Special Library District extends a unanimous vote of congratulations and thanks to Library Director Robert Lusak for his dedicated service to the Library and to the community at large; and be it

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

The motion was seconded by Trustee Howard Knispel and adopted 5-0 by the following roll call vote:

FOR—Bernstein, Deal, Knispel, Sarvis, Stabile; AGAINST—none

9. At 7:14 pm Library Board Vice President Mildred Bernstein moved to enter executive session pursuant to Article 7, Section 105 (H) of the Public Officer's Law to discuss matters pertaining to the proposed acquisition, sale, or lease of real property. The motion was seconded by Trustee Howard Knispel and adopted 5-0 by the following roll call vote:

FOR—Bernstein, Deal, Knispel, Sarvis, Stabile; AGAINST—none

The following Library Trustees were present and participating in executive session: Mildred Bernstein, Barbara Deal, Howard Knispel, Christopher Sarvis and Theresa Stabile.

Also in attendance were Library Director Robert Lusak, Library Counsel Kevin Seaman, Assistant Library Director Eileen Caulfield, Assistant Library Director Patricia Thomson, Treasurer Kevin Miller, Clerk Lauren Gunderson, Business Manager Jennifer Piano, Commack Building Head Sheila Worlow, Kings Park Building Head Jessica Quenzer, Nesconset Building Head Julie DeLaney, Personnel Assistant Lori Mauceri and Secretary Linda Taurassi.

10. At 7:39 pm Library Board Vice President Mildred Bernstein made a motion to reconvene in open public session. The motion was seconded by Trustee Barbara Deal and adopted by general consent.
11. Library Board Vice President Mildred Bernstein moved to approve the adoption of the following resolution:

RESOLVED, that the Board of Trustees of The Smithtown Library authorizes a property exchange between The Smithtown Library and the Diocese of Rockville Centre, as referenced within the attached site plan with overlays, subject to terms and conditions of such exchange being negotiated by Library counsel.

The motion was seconded by Trustee Howard Knispel and adopted 5-0 by the following roll call vote:

FOR—Bernstein, Deal, Knispel, Sarvis, Stabile; AGAINST—none

12. Library Board Vice President Mildred Bernstein noted that the next "Regular" meeting of the Board of Trustees is scheduled to be held February 18, 2025 at 6:30 pm at the Nesconset building.
13. There being no further business, Library Board Vice President Mildred Bernstein moved to adjourn the meeting at 7:41 pm. The motion was seconded by Trustee Howard Knispel and adopted 5-0 by the following roll call vote:

FOR—Bernstein, Deal, Knispel, Sarvis, Stabile; AGAINST—none

Minutes approved this 18th day of February, 2025.

Annette Galarza, President
Smithtown Library Board of Trustees

Linda Taurassi
Secretary to the Board of Trustees

(This is a draft of the January 21, 2025 Board of Trustees meeting; to be voted on for approval at the February 18, 2025 Board of Trustees meeting).

PENDING APPROVAL

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

		General Fund Investment Acct.	General Fund Disbursement Checking Account	Payroll Checking Account	M Fund Grant/Donate Checking	T-Bills	TOTAL
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BBF 12/31/2024 \$ 834,598.81 \$ 383,187.69 \$ 329,598.04 \$ 1,101,699.66 \$ 8,407,320.21 \$ 11,056,404.41

JANUARY

Interest	\$ 5,758.92	\$ -	\$ -	\$ -	\$ -	\$ 30,679.79	\$ 36,438.71
Real Property Taxes	\$ 6,767,131.71	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,767,131.71
Prop Tax Interest Distribution	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PILOT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fines/Fees	\$ -	\$ 1,693.06	\$ -	\$ -	\$ -	\$ -	\$ 1,693.06
Refund/Reimbursements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Commissions	\$ -	\$ 540.55	\$ -	\$ -	\$ -	\$ -	\$ 540.55
Gifts/Donations	\$ -	\$ 1,292.05	\$ -	\$ -	\$ -	\$ -	\$ 1,292.05
E-Rate	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Passports	\$ -	\$ 2,617.90	\$ -	\$ -	\$ -	\$ -	\$ 2,617.90
Miscellaneous	\$ -	\$ 225.00	\$ -	\$ -	\$ -	\$ -	\$ 225.00
Programs	\$ -	\$ 7,886.00	\$ -	\$ -	\$ -	\$ -	\$ 7,886.00
State Aid/Grants	\$ 20,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00
Health Insurance	\$ -	\$ 2,400.00	\$ -	\$ -	\$ -	\$ -	\$ 2,400.00
Prior Month Void Checks	\$ -	\$ 203,707.52	\$ -	\$ -	\$ -	\$ -	\$ 203,707.52
Adjustment (s)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
E-Rate	\$ -	\$ 20,671.20	\$ -	\$ -	\$ -	\$ -	\$ 20,671.20
Transfer From M Fund	\$ -	\$ 600,000.00	\$ 580,000.00	\$ -	\$ -	\$ -	\$ -
Transfer FROM T-Bills	\$ 3,034,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,034,000.00
Transfer FROM Investment Acct.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,595,179.85	\$ 2,595,179.85

TOTAL: \$ 10,661,489.44 \$ 1,224,220.97 \$ 909,598.04 \$ 1,101,699.66 \$ 11,033,179.85 \$ 24,930,187.96

Expenditures

JANUARY

Monthly Disbursements	\$ -	\$ 775,220.43	\$ 831,686.27	\$ -	\$ -	\$ -	\$ 1,606,906.70
Transfer to CD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer to Investment Account	\$ -	\$ -	\$ -	\$ -	\$ 3,034,000.00	\$ -	\$ 3,034,000.00
Transfer to M Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer to T-Bills	\$ 2,595,179.85	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,595,179.85
Transfer to Disburse. Acct.	\$ 600,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600,000.00
Transfer to Payroll Acct.	\$ 580,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 580,000.00

TOTAL: \$ 3,775,179.85 \$ 775,220.43 \$ 831,686.27 \$ - \$ 3,034,000.00 \$ 8,416,086.55

Balance 1/31/2025 \$ 6,886,309.59 \$ 449,000.54 \$ 77,911.77 \$ 1,101,699.66 \$ 7,999,179.85 \$ 16,514,101.41

I CERTIFY THAT THIS REPORT IS A TRUE AND CORRECT STATEMENT OF THE FINANCIAL TRANSACTION
FOR THE SMITHTOWN LIBRARY FOR MONTH ENDING JANUARY 31, 2025

Respectfully Submitted,

Kevin M. Miller
Treasurer
The Smithtown Library

Library Trust Funds

Handley Fund	\$ 11,437.02
Board of Trustees	\$ 28,417.16
	\$ 39,854.18

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02/13/25

Accrual Basis

THE SMITHTOWN LIBRARY - L FUND REVENUE AND EXPENSE STATEMENT

January 2025

	Jan 25	Budget	\$ Over Budget	% of Budget
Income				
L.10010 · REAL PROPERTY TAXES	8,271,256.71	16,514,443.00	-8,243,186.29	50.1%
L.10810 · OTHER TAX ITEMS -PILOT	0.00	288,485.00	-288,485.00	0.0%
L.20821 · LIBRARY FINES	102.27	1,200.00	-1,097.73	8.5%
L.20823 · PASSPORT ACCEPTANCE FEES	2,519.90	30,000.00	-27,480.10	8.4%
L.20825 · LOST AND PAIDS	994.68	12,000.00	-11,005.32	8.3%
L.20826 · OUTSIDE LOST & PAIDS	136.93	2,600.00	-2,463.07	5.3%
L.20827 · PATRON PRINT FEES	670.25	15,000.00	-14,329.75	4.5%
L.20828 · PATRON COMPUTER DISC FEES	28.00	500.00	-472.00	5.6%
L.20829 · OTHER LIBRARY FEES	0.00	2,000.00	-2,000.00	0.0%
L.24011 · INTEREST EARNED MM & DISB	36,438.71	350,000.00	-313,561.29	10.4%
L.24501 · COMMISSIONS - COPIERS	540.55	7,500.00	-6,959.45	7.2%
L.27030 · REFUND PRIOR YEAR EXPENSE	0.00	13,500.00	-13,500.00	0.0%
L.27050 · GIFTS AND DONATIONS	1,292.05	5,000.00	-3,707.95	25.8%
L.27700 · MISCELLANEOUS INCOME	225.00	2,500.00	-2,275.00	9.0%
L.27701 · Program Income	1,164.00	27,500.00	-26,336.00	4.2%
L.38400 · STATE AID/BULLET GRANT	20,000.00	35,000.00	-15,000.00	57.1%
L0599.0 · BUDGET APPROP FUND BALANCE	0.00	799,351.00	-799,351.00	0.0%
Total Income	8,335,369.05	18,106,579.00	-9,771,209.95	46.0%
Gross Profit	8,335,369.05	18,106,579.00	-9,771,209.95	46.0%
Expense				
L.1375 · Credit Card Expenses	239.07	0.00	239.07	100.0%
L.1410 · CERT LIBRARIANS SALARIES	438,752.18	4,095,100.00	-3,656,347.82	10.7%
L.1411 · LIBRARIAN PART TIME	48,232.10	509,500.00	-461,267.90	9.5%
L.1420 · CLERICAL STAFF SALARIES	178,602.40	1,878,100.00	-1,699,497.60	9.5%
L.1421 · CLERICAL PART TIME	83,240.61	813,200.00	-729,959.39	10.2%
L.1430 · PAGES SALARIES	33,120.85	315,000.00	-281,879.15	10.5%
L.1440 · CUSTODIAL SALARIES	7,922.73	135,000.00	-127,077.27	5.9%
L.1441 · CUSTODIAL PART TIME	26,563.23	285,000.00	-258,436.77	9.3%
L.1442 · MESSENGER/GROUNDSKEEPER PT	3,565.90	49,000.00	-45,434.10	7.3%
L.1443 · MESSENGER/GROUNDSKEEPER FT	4,027.96	36,000.00	-31,972.04	11.2%
L.1450 · SUNDAY SALARIES	17,863.37	115,000.00	-97,136.63	15.5%
L.2000 · COMPUTER EQUIPMENT	0.00	20,000.00	-20,000.00	0.0%
L.2030 · BUILDING EQUIPMENT	0.00	90,000.00	-90,000.00	0.0%
L.2100 · OTHER CAPITAL OUTLAY	0.00	35,000.00	-35,000.00	0.0%
L.4000 · MISCELLANEOUS EXPENSE	0.00	100.00	-100.00	0.0%
L.4100 · BOOKS	4,683.15	275,000.00	-270,316.85	1.7%
L.4110 · LOST AND PAID	64.94	2,000.00	-1,935.06	3.2%
L.4120 · RECORDINGS	281.65	80,000.00	-79,718.35	0.4%
L.4130 · PERIODICALS	7,716.00	45,000.00	-37,284.00	17.1%
L.4131 · OTHER SERIALS	634.24	53,000.00	-52,365.76	1.2%
L.4150 · ONLINE MATL'S AND SVC	1,581.00	680,000.00	-678,419.00	0.2%
L.4151 · OTHER NON BOOK MATLS	0.00	15,200.00	-15,200.00	0.0%
L.4160 · BINDING	0.00	500.00	-500.00	0.0%
L.4290 · PROGRAMS	-1,909.72	121,000.00	-122,909.72	-1.6%
L.4290S · SUMMER READING PROGRAM	0.00	25,000.00	-25,000.00	0.0%
L.4291 · STAFF DEVELOPMENT	175.00	7,500.00	-7,325.00	2.3%
L.4300 · OFFICE AND LIBRARY SUPPLIES	571.67	70,000.00	-69,428.33	0.8%
L.4301 · PAYROLL PROCESSING	4,085.79	21,400.00	-17,314.21	19.1%
L.4311 · TELECOMMUNICATIONS	-17,123.88	96,550.00	-113,673.88	-17.7%
L.4320 · Computer Supplies & Services	4,590.62	90,000.00	-85,409.38	5.1%

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02/13/25

Accrual Basis

THE SMITHTOWN LIBRARY - L FUND

REVENUE AND EXPENSE STATEMENT

January 2025

	Jan 25	Budget	\$ Over Budget	% of Budget
L.4330 · POSTAGE AND FREIGHT	0.00	18,350.00	-18,350.00	0.0%
L.4340 · PRINTING	1,550.00	34,950.00	-33,400.00	4.4%
L.4350 · TRAVEL	444.70	10,000.00	-9,555.30	4.4%
L.4360 · SCLS MEMBER SUPPORT	163,702.00	171,000.00	-7,298.00	95.7%
L.4370 · PROFESSIONAL FEES	286.00	105,000.00	-104,714.00	0.3%
L.4375 · PROFESSIONAL FEES - SECURITY	0.00	250,000.00	-250,000.00	0.0%
L.4380 · MEMBERSHIP DUES	650.00	4,500.00	-3,850.00	14.4%
L.4390 · SHARED NETWORK MAINTENANCE	0.00	86,000.00	-86,000.00	0.0%
L.4500 · FUEL AND UTILITIES	8,480.68	299,000.00	-290,519.32	2.8%
L.4510 · CUSTODIAL SUPPLIES	556.81	16,050.00	-15,493.19	3.5%
L.4520 · BUILDING REPAIRS & MAINTENANCE	3,244.70	285,000.00	-281,755.30	1.1%
L.4540 · INSURANCE	0.00	140,000.00	-140,000.00	0.0%
L.4730 · MAINTENANCE OF VEHICLES	0.00	5,000.00	-5,000.00	0.0%
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	0.00	1,181,000.00	-1,181,000.00	0.0%
L.8200 · SOCIAL SECURITY CONTRIBUTION	50,576.25	516,000.00	-465,423.75	9.8%
L.8210 · MEDICARE CONTRIBUTION	11,828.34	122,000.00	-110,171.66	9.7%
L.8300 · WORKMANS COMPENSATION	0.00	83,000.00	-83,000.00	0.0%
L.8400 · UNEMPLOYMENT COMPENSATION	0.00	5,000.00	-5,000.00	0.0%
L.8500 · HOSPITAL/MEDICAL INSURANCE	174,403.53	3,076,300.00	-2,901,896.47	5.7%
L.8600 · CSEA BENEFIT FUND	14,046.12	179,000.00	-164,953.88	7.8%
L.8700 · EMPLOYEE ASSISTANCE PROGRAM	0.00	5,100.00	-5,100.00	0.0%
L.9901 · INTERFUND EXPENSE TRANSFER	1,504,125.00			
Total Expense	2,781,374.99	18,106,579.00	-15,325,204.01	15.4%
Net Income	5,553,994.06	0.00	5,553,994.06	100.0%

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02/13/25

Accrual Basis

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

	<u>Jan 25</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Other Income/Expense				
Other Income				
M.2401 - Interest	<u>16.91</u>			
Total Other Income	<u>16.91</u>			
Net Other Income	<u>16.91</u>	<u>0.00</u>	<u>16.91</u>	<u>100.0%</u>
Net Income	<u>16.91</u>	<u>0.00</u>	<u>16.91</u>	<u>100.0%</u>

THE SMITHTOWN LIBRARY-L FUND
FEBRUARY 2025 PREPAYS
January 23 through February 14 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Check	15236	01/23/2025	NATIONAL GRID-K	19964-96006	L0201.0 · CASH DISBURSEME...	
Bill	19964-96006 ...	01/23/2025		K - GAS 12/6 - 1/8/25	L.4500 · FUEL AND UTILITIES	-1,772.54
TOTAL						-1,772.54
Bill Pmt -Check	15237	01/24/2025	NATIONAL GRID-N	31106-33007	L0201.0 · CASH DISBURSEME...	
Bill	31106-33007 N...	01/24/2025		N - GAS 12/11 - 1/13/25	L.4500 · FUEL AND UTILITIES	-1,655.41
TOTAL						-1,655.41
Bill Pmt -Check	15238	01/24/2025	NATIONAL GRID-S	44773-87003	L0201.0 · CASH DISBURSEME...	
Bill	44773-87003 S...	01/24/2025		S - GAS 12/12 - 1/14/25	L.4500 · FUEL AND UTILITIES	-5,052.73
TOTAL						-5,052.73
Check	15239	01/31/2025	EQUITABLE FINANCIAL	PR# 3 DATED 1/31/25	L0201.0 · CASH DISBURSEME...	
				PR# 3 DATED 1/31/25	L0729.0 · EMPLOYEES ANNUIT...	-2,748.00
TOTAL						-2,748.00
Check	15240	01/31/2025	CSEA	PR# 3 DATED 1/31/25	L0201.0 · CASH DISBURSEME...	
				PR# 3 DATED 1/31/25	L0720.0 · EMPLOYEES INSURA...	-93.77
				PR# 3 DATED 1/31/25	L0724.0 · CSEA	-2,648.60
TOTAL						-2,742.37
Check	15241	01/31/2025	PEARL CARROLL & ASSOCIAT...	PR# 3 DATED 1/31/25	L0201.0 · CASH DISBURSEME...	
				PR# 3 DATED 1/31/25	L0720.0 · EMPLOYEES INSURA...	-121.32
TOTAL						-121.32

THE SMITHTOWN LIBRARY-L FUND
FEBRUARY 2025 PREPAYS
January 23 through February 14 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Check	15242	01/31/2025	METLIFE	PLAN#1009950-C1 403b PR# 3 D...	L0201.0 · CASH DISBURSEME...	
				PR# 3 DATED 1/31/25	L0729.0 · EMPLOYEES ANNUIT...	-720.00
TOTAL						-720.00
Check	15243	01/31/2025	NYS DEFERRED COMP	PR# 3 DATED 1/31/25	L0201.0 · CASH DISBURSEME...	
				PR# 3 DATED 1/31/25	L0729.0 · EMPLOYEES ANNUIT...	-5,032.37
TOTAL						-5,032.37
Bill Pmt -Check	15249	02/05/2025	OPTIMUM - K	0784014995203-2	L0201.0 · CASH DISBURSEME...	
Bill	078401499520...	02/05/2025		K - 2/1 - 2/28/25	L.4311 · TELECOMMUNICATIO...	-156.24
TOTAL						-156.24
Bill Pmt -Check	15250	02/05/2025	OPTIMUM - S	0784094293802-3	L0201.0 · CASH DISBURSEME...	
Bill	078409429380...	02/05/2025		S - 2/1 - 2/28/25	L.4311 · TELECOMMUNICATIO...	-206.24
TOTAL						-206.24
Bill Pmt -Check	15251	02/05/2025	VERIZON WIRELESS	482485858-00001	L0201.0 · CASH DISBURSEME...	
Bill	6104331109	02/05/2025		SCKN - BROADBAND AND CELL 1/...	L.4311 · TELECOMMUNICATIO...	-93.30
TOTAL						-93.30
Bill Pmt -Check	15256	02/11/2025	OPTIMUM - C	0784019860201-8	L0201.0 · CASH DISBURSEME...	
Bill	078401986020...	02/11/2025		C - 2/8 - 3/7/25	L.4311 · TELECOMMUNICATIO...	-186.24
TOTAL						-186.24
Bill Pmt -Check	15257	02/11/2025	OPTIMUM - N	0784019878201-8	L0201.0 · CASH DISBURSEME...	
Bill	078401987820...	02/11/2025		N - 2/8 - 3/7/25	L.4311 · TELECOMMUNICATIO...	-186.24
TOTAL						-186.24

THE SMITHTOWN LIBRARY-L FUND
FEBRUARY 2025 PREPAYS
January 23 through February 14 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Check	15252	02/14/2025	METLIFE	PLAN#1009950-C1 403b PR#4 DAT...	L0201.0 · CASH DISBURSEME...	
				PR#4 DATED 2/14/25	L0729.0 · EMPLOYEES ANNUIT...	-720.00
TOTAL						-720.00
Check	15253	02/14/2025	CSEA	PR#4 DATED 2/14/25	L0201.0 · CASH DISBURSEME...	
				PR#4 DATED 2/14/25	L0720.0 · EMPLOYEES INSURA...	-93.77
				PR#4 DATED 2/14/25	L0724.0 · CSEA	-2,613.61
TOTAL						-2,707.38
Check	15254	02/14/2025	EQUITABLE FINANCIAL	PR#4 DATED 2/14/25	L0201.0 · CASH DISBURSEME...	
				PR#4 DATED 2/14/25	L0729.0 · EMPLOYEES ANNUIT...	-2,748.00
TOTAL						-2,748.00
Check	15255	02/14/2025	NYS DEFERRED COMP	PR#4 DATED 2/14/25	L0201.0 · CASH DISBURSEME...	
				PR#4 DATED 2/14/25	L0729.0 · EMPLOYEES ANNUIT...	-5,030.26
TOTAL						-5,030.26

THE SMITHTOWN LIBRARY -L FUND
FEBRUARY 2025
February 18, 2025

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	15258	02/18/2025	SHAMUS COACH		L0201.0 · CASH DISBUR...	
Bill	225034 D...	02/18/2025		T - DEPOSIT FOR SHEN YUN BUS TRIP 4/12/25	L.4290T · TRIPS	-100.00
TOTAL						-100.00
Bill Pmt -Che...	15259	02/18/2025	ADVANCED IMAGING SYSTEMS		L0201.0 · CASH DISBUR...	
Bill	INV082194	02/18/2025		N - Copier ID# 10034 01/03 - 02/2/2025	L.4520 · BUILDING REPA...	-6.37
Bill	INV081879	02/18/2025		N - Copier ID# 07293 12/29 - 01/28/2025	L.4520 · BUILDING REPA...	-15.10
TOTAL						-21.47
Bill Pmt -Che...	15260	02/18/2025	AMAGANSETT FREE LIBRARY		L0201.0 · CASH DISBUR...	
Bill	914764	02/18/2025		L&P to Amagansett Library - Patron - E. Caulfield	L.4110 · LOST AND PAID	-28.00
TOTAL						-28.00
Bill Pmt -Che...	15261	02/18/2025	AMAZON BUSINESS	A4VU9S4Y6UBIA	L0201.0 · CASH DISBUR...	
Bill	1NRL9C3...	02/18/2025		Kitchen Scales & Envelopes - PO#'s 18273, 97	L.41513 · Seed Library	-106.68
				Supplies for Bunny Pot Program - PO#18330, 31, 82, 95	L.42903 · Virtual/Take & ...	-554.11
				Cricut Pens & Misc Items - PO# 18324	L.41512 · LearnLab	-26.77
				Cricut Machine, Cricut Supplies & Turntable - PO#'s 1834...	L.41511 · Library of Things	-316.82
				Swiftie Spring Program Supplies - PO# 18339	L.4290F · Friday Night Pr...	-98.85
				Puzzles PO#'s 18329, 80	L4290CA · COMMACK A...	-152.54
				Troll Dolls - PO#'s 18329, 80	L4290NA · NESCONSET ...	-56.76
				Program Supplies PO#18325	L4290CJ · COMMACK JU...	-79.88
				Program Supplies PO#'s 18336, 37, 35, 38 & 94	L4290SJ · SMITHTOWN ...	-604.66
				Bakery Boxes & Sealer - PO# 18278	L4290KJ · KINGS PARK ...	-19.03
				Program Supplies PO#'s 18300 & 90	L4290NY · NESCONSET ...	-199.42
				Canvas PO# 18386	L4290CY · COMMACK Y...	-31.31
				Program Supplies PO#18344	L4290KY · KINGS PARK ...	-408.86
				Program Supplies PO#18381	L4290SY · SMITHTOWN ...	-114.98
				Supplies - PO#'s 18277, 18341, 40 & 50	L.4520 · BUILDING REPA...	-1,257.32
				Misc Items PO#'s 18278, 94, 97, 18333, 40, 61, 72 & 65	L.4300 · OFFICE AND LI...	-805.09
				Computer Supplies for Build A Thon - PO#'s 18341, 48, 5...	L.43201 · Computer Supp...	-12,416.36
				Books	L.4100 · BOOKS	-9.78
				SRP - SJ - Toys & Prizes PO#18388	L.4290S · SUMMER REA...	-433.77
TOTAL						-17,692.99

THE SMITHTOWN LIBRARY -L FUND
FEBRUARY 2025
February 18, 2025

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	15262	02/18/2025	American Express - Smithtown L...		L0201.0 · CASH DISBUR...	
Bill	STATEME...	02/18/2025		EFAX STAMPS.COM - STAMP REPLENISH - PO#18377 ICE MELT, WATER SHUTOFF VALVE - PO#18410, 24 REPAIR TO BLUE VAN - PO# 18345 SOIL STARTER KIT - PO# 18425 2 TEIR GARDEN, WAX PAPER - PO#'S 18274 & 18301 MISC OFFICE SUPPLIES - PO#'s 18298, 18304, 62, 184... PROGRAM SUPPLIES - GIFTCARDS - PO#'s 18328, 46,... PROGRAM SUPPLIES - PO#'s 18374, 78, 79 GIFTCARDS - PO#'s 18346, 74 CRICUT SUBSCRIPTION RENEWAL - PO# 18367 CRICUT SUBSCRIPTION RENEWAL - PO# 18367 CRICUT SUBSCRIPTION RENEWAL - COOKIES & JUI... CRICUT SUBSCRIPTION RENEWAL - PO# 18367 SYA - PROGRAM SUPPLIES PO#'s 18373, 74, 75, 76 CY - PROGRAM SUPPLIES PO#'s 18375, 85 NY - PROGRAM SUPPLIES PO# 18391 SOFTWARE RENEWAL FOR PASSPORT - PO# 18368 SM FLOOD - COMPUTER PARTS, NEST CAMERA - PO... ROTARY MEETING - 01/09 & 01/29/2025 LODGING, FOOD & TRAVEL FOR ARIZONA CONFERE...	L.4311 · TELECOMMUNI... L.4330 · POSTAGE AND ... L.4520 · BUILDING REPA... L.4730 · MAINTENANCE ... L.42901 · All Abilities L.41513 · Seed Library L.4300 · OFFICE AND LI... L4290NA · NESCONSET ... L.4290F · Friday Night Pr... L4290CA · COMMACK A... L4290CJ · COMMACK JU... L4290KJ · KINGS PARK ... L4290NJ · NESCONSET ... L4290SJ · SMITHTOWN ... L4290SY · SMITHTOWN ... L4290CY · COMMACK Y... L4290NY · NESCONSET ... L.43202 · Software Servic... L.43201 · Computer Supp... L.4291 · STAFF DEVELO... L.4350 · TRAVEL	-198.94 -919.99 -107.82 -914.75 -176.99 -753.41 -208.34 -266.99 -109.95 -97.98 -29.97 -29.97 -64.11 -29.97 -216.28 -51.94 -7.38 -324.00 -1,062.81 -51.12 -3,138.29
TOTAL						-8,761.00
Bill Pmt -Che...	15263	02/18/2025	ANNMARIE RIGOROSO		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	02/18/2025		DANCE FITNESS - 01/06 - 02/03/2025	L4290NA · NESCONSET ...	-340.00
TOTAL						-340.00
Bill Pmt -Che...	15264	02/18/2025	AT & T MOBILITY		L0201.0 · CASH DISBUR...	
Bill	28730454...	02/18/2025		SCKN - FIRE COMMUNICATIONS AND IPADS 02/02 - ...	L.4311 · TELECOMMUNI...	-350.19
TOTAL						-350.19
Bill Pmt -Che...	15265	02/18/2025	ATLAS, SANDRA		L0201.0 · CASH DISBUR...	
Bill	2024 Medi...	02/18/2025		2024 Medi-B IRMAA	L.8505 · Medi-B Reimburs...	-8,804.40
TOTAL						-8,804.40

THE SMITHTOWN LIBRARY -L FUND
FEBRUARY 2025
February 18, 2025

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	15266	02/18/2025	ATTARD, ROSEMARIE		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	02/18/2025		KA - FESTIVE CERAMIC GNOME 01/29/2025	L4290KA · KINGS PARK ...	-425.00
TOTAL						-425.00
Bill Pmt -Che...	15267	02/18/2025	BAKER & TAYLOR	303805	L0201.0 · CASH DISBUR...	
Bill	VARIOUS ...	02/18/2025		BOOKS	L.4100 · BOOKS	-14,618.49
				CONTINUATIONS	L.4131 · OTHER SERIALS	-4,286.65
				FRIENDS BOOK CLUB KITS	L.4290 · PROGRAMS	-248.60
				SUMMER READING PROGRAMS - J	L.4290S · SUMMER REA...	-128.86
TOTAL						-19,282.60
Bill Pmt -Che...	15268	02/18/2025	BALL, CATHERINE		L0201.0 · CASH DISBUR...	
Bill	2024 Medi...	02/18/2025		2024 Medi-B IRMAA	L.8505 · Medi-B Reimburs...	-2,096.40
TOTAL						-2,096.40
Bill Pmt -Che...	15269	02/18/2025	BARLIN, NEAL		L0201.0 · CASH DISBUR...	
Bill	2024 Medi...	02/18/2025		2024 Medi-B IRMAA	L.8505 · Medi-B Reimburs...	-4,611.60
TOTAL						-4,611.60
Bill Pmt -Che...	15270	02/18/2025	BESTCO / HARTFORD - 6795 (BE...		L0201.0 · CASH DISBUR...	
Bill	06221 2/1...	02/18/2025		RETIRED HEALTH CLASS FEBRUARY 2025	L.8500 · HOSPITAL/MEDI...	-12,727.58
Bill	06221 3/1...	02/18/2025		RETIRED HEALTH CLASS FEBRUARY 2025	L.8500 · HOSPITAL/MEDI...	-12,727.58
TOTAL						-25,455.16
Bill Pmt -Che...	15271	02/18/2025	BLACKBURN, ROBERT		L0201.0 · CASH DISBUR...	
Bill	2024 Medi...	02/18/2025		2024 Medi-B IRMAA	L.8505 · Medi-B Reimburs...	-3,354.00
TOTAL						-3,354.00

THE SMITHTOWN LIBRARY -L FUND
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Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	15272	02/18/2025	BONDY, LISA		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	02/18/2025		MILEAGE TO PALS CIRCULATION & TS MTG	L.4350 · TRAVEL	-11.76
TOTAL						-11.76
Bill Pmt -Che...	15273	02/18/2025	BRENTWOOD PUBLIC LIBRARY		L0201.0 · CASH DISBUR...	
Bill	894025	02/18/2025		L&P to Brentwood Library - Patron - D. Sollazzo	L.4110 · LOST AND PAID	-14.98
TOTAL						-14.98
Bill Pmt -Che...	15274	02/18/2025	BRODART CO/BOOKS, TS		L0201.0 · CASH DISBUR...	
Bill	B6916327	02/18/2025		CONTINUATIONS	L.4131 · OTHER SERIALS	-171.48
Bill	B6920351	02/18/2025		CONTINUATIONS	L.4131 · OTHER SERIALS	-96.67
Bill	B6923204	02/18/2025		CONTINUATIONS	L.4131 · OTHER SERIALS	-125.91
Bill	B6926218	02/18/2025		CONTINUATIONS	L.4131 · OTHER SERIALS	-32.38
TOTAL						-426.44
Bill Pmt -Che...	15275	02/18/2025	BROOKS, CAROLYN		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	02/18/2025		Mileage to SCLS for Advisory Board Mtg - 01/23/2025	L.4350 · TRAVEL	-18.45
TOTAL						-18.45
Bill Pmt -Che...	15276	02/18/2025	CAULFIELD, EILEEN		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	02/18/2025		HOTEL AND FOOD FOR ADVOCACY DAY 2/4 - 2/5/25	L.4350 · TRAVEL	-283.51
TOTAL						-283.51
Bill Pmt -Che...	15277	02/18/2025	CCH INCORPORATED		L0201.0 · CASH DISBUR...	
Bill	5415907499	02/18/2025		CONTINUATIONS	L.4131 · OTHER SERIALS	-673.30
Bill	5415921468	02/18/2025		CONTINUATIONS	L.4131 · OTHER SERIALS	-322.73
Bill	5415922478	02/18/2025		CONTINUATIONS	L.4131 · OTHER SERIALS	-1,252.80
TOTAL						-2,248.83

THE SMITHTOWN LIBRARY -L FUND
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Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	15278	02/18/2025	CECCHINI, RACHEL		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	02/18/2025		KYA - Winter Wonderland Carnival 01/29/2025	L4290KY · KINGS PARK ...	-49.47
TOTAL						-49.47
Bill Pmt -Che...	15279	02/18/2025	CENGAGE LEARNING		L0201.0 · CASH DISBUR...	
Bill	86530572	02/18/2025		BOOKS	L.4100 · BOOKS	-388.67
Bill	86724568	02/18/2025		BOOKS	L.4100 · BOOKS	-27.99
Bill	86724746	02/18/2025		BOOKS	L.4100 · BOOKS	-44.78
TOTAL						-461.44
Bill Pmt -Che...	15280	02/18/2025	CSEA EMPLOYEE BENEFIT FUND		L0201.0 · CASH DISBUR...	
Bill	155 PR# 4,5	02/18/2025		EE - EMPLOYEE BENEFIT FUND FEBRUARY 2025 ER - EMPLOYEE BENEFIT FUND FEBRUARY 2025	L.8601 · CSEA BENEFIT ... L.8602 · CSEA BENEFIT ...	-1,016.86 -11,965.16
TOTAL						-12,982.02
Bill Pmt -Che...	15281	02/18/2025	DELANEY, JULIE		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	02/18/2025		Hotel & Meals for Advocacy Day 02/04 - 02/05/2025	L.4350 · TRAVEL	-218.76
TOTAL						-218.76
Bill Pmt -Che...	15282	02/18/2025	DEMCO, INC.		L0201.0 · CASH DISBUR...	
Bill	7586502	02/18/2025		PO#18303 - 48 Rolls of Premium Book Tape	L.4300 · OFFICE AND LI...	-335.52
Bill	7598605	02/18/2025		PO# 17867 - Standard Economy Book Support & Key Dock	L.4300 · OFFICE AND LI...	-420.36
TOTAL						-755.88
Bill Pmt -Che...	15283	02/18/2025	EAST HAMPTON LIBRARY		L0201.0 · CASH DISBUR...	
Bill	928549	02/18/2025		L&P to East Hampton Library - Patron - A. Rasmussen	L.4110 · LOST AND PAID	-20.00
TOTAL						-20.00

THE SMITHTOWN LIBRARY -L FUND
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Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	15284	02/18/2025	FISHER, PATRICIA		L0201.0 · CASH DISBUR...	
Bill	2024 Medi...	02/18/2025		2024 Medi-B IRMAA	L.8505 · Medi-B Reimburs...	-2,096.40
TOTAL						-2,096.40
Bill Pmt -Che...	15285	02/18/2025	FUN EXPRESS LLC		L0201.0 · CASH DISBUR...	
Bill	73554214...	02/18/2025		PO# 18326 - Picture Frame Magnet Kits, Charm Bracelet ...	L4290CJ · COMMACK JU...	-107.26
Bill	73554233...	02/18/2025		PO# 18327 -CJ - Picture Frame Magnet Kits, 3D Tropical...	L.4290S · SUMMER REA...	-166.96
Bill	73574906...	02/18/2025		PO# 18383 - Valentine Glitter Crowns, Papier-Mache Mini...	L4290NJ · NESCONSET ...	-73.30
Bill	73574990...	02/18/2025		PO# 18387 - Foam Flower Kits, Truffula Tree Treats, Pap...	L4290SJ · SMITHTOWN ...	-116.57
Bill	73576158...	02/18/2025		SRP - SJ - PO#18389 - Bulk Stamper & Kid's Stickers -	L.4290S · SUMMER REA...	-674.83
TOTAL						-1,138.92
Bill Pmt -Che...	15286	02/18/2025	G.E. PICKERING		L0201.0 · CASH DISBUR...	
Bill	01-240825	02/18/2025		PO# 18343 - Replacements - Philips AED HeartStart Pedi...	L.4520 · BUILDING REPA...	-378.00
TOTAL						-378.00
Bill Pmt -Che...	15287	02/18/2025	GLEASON, NATALIE		L0201.0 · CASH DISBUR...	
Bill	2024 Medi...	02/18/2025		2024 Medi-B IRMAA	L.8505 · Medi-B Reimburs...	-2,096.40
TOTAL						-2,096.40
Bill Pmt -Che...	15288	02/18/2025	GRAINGER, W.W.		L0201.0 · CASH DISBUR...	
Bill	9359199636	02/18/2025		PO# 18276 - Hand Soap & Brown Multi-fold Towels	L.4510 · CUSTODIAL SU...	-121.80
Bill	9386420179	02/18/2025		PO# 18400 - Hand Soap & Brown Multi-fold Towels	L.4510 · CUSTODIAL SU...	-121.80
Bill	9390836287	02/18/2025		PO# 18431 - Bathroom Hooks	L.4520 · BUILDING REPA...	-38.13
TOTAL						-281.73
Bill Pmt -Che...	15289	02/18/2025	GUTMAN, FERN		L0201.0 · CASH DISBUR...	
Bill	2024 Medi...	02/18/2025		2024 Medi-B IRMAA	L.8505 · Medi-B Reimburs...	-1,677.60
TOTAL						-1,677.60

THE SMITHTOWN LIBRARY -L FUND
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Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	15290	02/18/2025	GXC INC.		L0201.0 · CASH DISBUR...	
Bill	253069	02/18/2025		CKN - PROTECTIVE SERVICES 1/9 - 1/22/25	L.4375 · PROFESSIONA...	-8,421.84
Bill	253123	02/18/2025		CKN - PROTECTIVE SERVICES 1/23 - 2/5/25	L.4375 · PROFESSIONA...	-9,591.54
TOTAL						-18,013.38
Bill Pmt -Che...	15291	02/18/2025	HOME DEPOT CREDIT SERVICES	6035-3220-0456-1233	L0201.0 · CASH DISBUR...	
Bill	STATEME...	02/18/2025		RPO# 18286 - Snow Shovels	L.4520 · BUILDING REPA...	-103.76
				CYA - PO# 18384 - Paint (painted bookends)	L4290CY · COMMACK Y...	-13.96
				ALL - Storage Bin - PO#18423	L.42901 · All Abilities	-9.98
TOTAL						-127.70
Bill Pmt -Che...	15292	02/18/2025	INGRAM LIBRARY SERVICES		L0201.0 · CASH DISBUR...	
Bill	6048358	02/18/2025		BOOKS	L.4100 · BOOKS	-251.58
Bill	60443299	02/18/2025		BOOKS	L.4100 · BOOKS	-156.33
Bill	60445515	02/18/2025		BOOKS	L.4100 · BOOKS	-226.44
TOTAL						-634.35
Bill Pmt -Che...	15293	02/18/2025	ISLAND ELEVATOR INDUSTRIES...		L0201.0 · CASH DISBUR...	
Bill	8084981776	02/18/2025		CKN - MONTHLY SERVICE RPO# 18321	L.4520 · BUILDING REPA...	-703.50
Bill	80822587...	02/18/2025		CKN - PERIODIC INSPECTION RPO# 18321	L.4520 · BUILDING REPA...	-349.00
Bill	80866689...	02/18/2025		K - REPAIR TO PASSENGER ELEVATOR OIL NEEDED...	L.4520 · BUILDING REPA...	-63.40
TOTAL						-1,115.90
Bill Pmt -Che...	15294	02/18/2025	JOHNSON, WENDY		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	02/18/2025		CJ - SUPPLIES FOR CRAFT BUDDIES 01/29/2025	L4290CJ · COMMACK JU...	-21.49
TOTAL						-21.49
Bill Pmt -Che...	15295	02/18/2025	KADAMPA MEDITATION CENTER...		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	02/18/2025		KA - MEDIATATION & DISCUSSION 01/23/2025	L4290KA · KINGS PARK ...	-150.00
TOTAL						-150.00

THE SMITHTOWN LIBRARY -L FUND
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Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	15296	02/18/2025	KANOPY		L0201.0 · CASH DISBUR...	
Bill	435796 - P...	02/18/2025		SCKN - VIDEO STREAMING JANUARY 2025	L.4150 · ONLINE MATL'S...	-1,098.00
TOTAL						-1,098.00
Bill Pmt -Che...	15297	02/18/2025	KAPLAN, LESLIE		L0201.0 · CASH DISBUR...	
Bill	2024 Medi...	02/18/2025		2024 Medi-B IRMAA	L.8505 · Medi-B Reimburs...	-838.80
TOTAL						-838.80
Bill Pmt -Che...	15298	02/18/2025	KENT ADHESIVE PRODUCTS/(K...		L0201.0 · CASH DISBUR...	
Bill	1493179	02/18/2025		PO# 18302 - Easy Bind White Repair Tape, Easy Cover ...	L.4300 · OFFICE AND LI...	-587.95
TOTAL						-587.95
Bill Pmt -Che...	15299	02/18/2025	KING, ADAM		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	02/18/2025		NJ - Reprise Music Concert 02/01/2025	L4290NJ · NESCONSET ...	-225.00
TOTAL						-225.00
Bill Pmt -Che...	15300	02/18/2025	KINGS PARK CHAMBER OF CO...		L0201.0 · CASH DISBUR...	
Bill	Renewal 2...	02/18/2025		Membership Renewal - 2025 - PO# 18432	L.4380 · MEMBERSHIP D...	-100.00
TOTAL						-100.00
Bill Pmt -Che...	15301	02/18/2025	KL HOME INSPECTION SERVICE...		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	02/18/2025		NA - Heating & Hot Water Systems 02/05/2025	L4290NA · NESCONSET ...	-200.00
TOTAL						-200.00

THE SMITHTOWN LIBRARY -L FUND
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Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	15302	02/18/2025	LAKESHORE LEARNING MATERI...		L0201.0 · CASH DISBUR...	
Bill	90130786	02/18/2025		PO# 18371 - Easy-Grip Dough Rollers PO# 18371 - Design & Play STEAM Boat Kits	L.4300 · OFFICE AND LI... L4290SJ · SMITHTOWN ...	-13.87 -40.68
TOTAL						-54.55
Bill Pmt -Che...	15303	02/18/2025	LANDINI PETER		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	02/18/2025		KA - Tai Chi 01/09 - 01/30/2025	L4290KA · KINGS PARK ...	-260.00
TOTAL						-260.00
Bill Pmt -Che...	15304	02/18/2025	LEAF	contract #100-2087037-002	L0201.0 · CASH DISBUR...	
Bill	17854087 ...	02/18/2025		SCKN - Copier Lease - January 2025 - RPO#18355	L.4520 · BUILDING REPA...	-1,087.84
TOTAL						-1,087.84
Bill Pmt -Che...	15305	02/18/2025	LENTINO, AMANDA		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	02/18/2025		Mileage to Nursing Homes - 01/08 - 01/13/2025	L.4350 · TRAVEL	-28.98
TOTAL						-28.98
Bill Pmt -Che...	15306	02/18/2025	LILY STITCHES INC.		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	02/18/2025		F - Introduction to Zentangle - 01/31/2025	L.4290F · Friday Night Pr...	-275.00
TOTAL						-275.00
Bill Pmt -Che...	15307	02/18/2025	LUSAK, ROBERT - PETTY CASH		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	02/18/2025		LAUNDRY - 01/03/2025 PETTY CASH - COINS FOR COPIER POPCORN - FAMILY MOVIE LAUNDRY - 01/17/2025 LAUNDRY - 02/07/2025 DRIVER GRATUITY - FLOWER SHOW TRIP DUE 03/04...	L.4510 · CUSTODIAL SU... L.4000 · MISCELLANEO... L4290KJ · KINGS PARK ... L.4510 · CUSTODIAL SU... L.4510 · CUSTODIAL SU... L.4290T · TRIPS	-6.50 -17.00 -2.50 -6.50 -6.25 -200.00
TOTAL						-238.75

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Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	15308	02/18/2025	MANAGED TECHNOLOGY, INC		L0201.0 · CASH DISBUR...	
Bill	43278	02/18/2025		SCKN - Monthly Support 02/01 - 02/28/2025	L.43202 · Software Servic...	-825.00
TOTAL						-825.00
Bill Pmt -Che...	15309	02/18/2025	MARIOTTI, JENNIFER		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	02/18/2025		CA - Marble Pour Painting - 02/06/2025	L4290CA · COMMACK A...	-350.00
TOTAL						-350.00
Bill Pmt -Che...	15310	02/18/2025	MARTINSON JACQUELINE		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	02/18/2025		PATRON REFUND FOR AQUARIUM TICKET	L.42904 · Ticket Transacti...	-39.00
TOTAL						-39.00
Bill Pmt -Che...	15311	02/18/2025	MATTITUCK LAUREL LIBRARY		L0201.0 · CASH DISBUR...	
Bill	922194	02/18/2025		L&P to Mattituck Laurel Library - Patron - A. Breig	L.4110 · LOST AND PAID	-13.99
TOTAL						-13.99
Bill Pmt -Che...	15312	02/18/2025	MIDWEST TAPE		L0201.0 · CASH DISBUR...	
Bill	VARIOUS ...	02/18/2025		RECORDINGS HOOPLA 01 - 01/31/2025	L.4120 · RECORDINGS L.4150 · ONLINE MATL'S...	-1,871.01 -2,496.14
TOTAL						-4,367.15
Bill Pmt -Che...	15313	02/18/2025	NATIONAL GRID-C	56647-97009	L0201.0 · CASH DISBUR...	
Bill	56647-970...	02/18/2025		C - GAS 01/03 - 02/03/2025	L.4500 · FUEL AND UTILI...	-1,168.41
TOTAL						-1,168.41

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Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	15314	02/18/2025	NEWSDAY C	30383637	L0201.0 · CASH DISBUR...	
Bill	30383637 ...	02/18/2025		C - Newday - 40 weeks	L.4130 · PERIODICALS	-999.60
TOTAL						-999.60
Bill Pmt -Che...	15315	02/18/2025	NEWSDAY K	20371694	L0201.0 · CASH DISBUR...	
Bill	20371694 ...	02/18/2025		K- Newday - 40 weeks	L.4130 · PERIODICALS	-1,159.60
TOTAL						-1,159.60
Bill Pmt -Che...	15316	02/18/2025	NORTHPORT PUBLIC LIBRARY		L0201.0 · CASH DISBUR...	
Bill	918954	02/18/2025		L&P to Northport Public Library - Patron - M. Paschkes	L.4110 · LOST AND PAID	-30.00
TOTAL						-30.00
Bill Pmt -Che...	15317	02/18/2025	NYS EMPLOYEES HEALTH INS. (...)	03419	L0201.0 · CASH DISBUR...	
Bill	615 3/25 0...	02/18/2025		Employee Health Insurance - March 2025	L.8500 · HOSPITAL/MEDI...	-197,447.68
TOTAL						-197,447.68
Bill Pmt -Che...	15318	02/18/2025	OCEAN JANITORIAL SUPPLIES		L0201.0 · CASH DISBUR...	
Bill	613860	02/18/2025		Custodial Supplies - PO# 18399 - Vacuum Bags, Filters &...	L.4510 · CUSTODIAL SU...	-176.49
TOTAL						-176.49
Bill Pmt -Che...	15319	02/18/2025	ODP (OFFICE DEPOT)		L0201.0 · CASH DISBUR...	
Bill	40579774...	02/18/2025		PO# 18332 - Color Cards-Pink, Color Card Stock-Happy, ...	L.4300 · OFFICE AND LI...	-51.66
TOTAL						-51.66
Bill Pmt -Che...	15320	02/18/2025	PALMER, SANDRA		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	02/18/2025		KA - Ancient Greek Art & Architecture - 02/06/2025	L4290KA · KINGS PARK ...	-175.00
TOTAL						-175.00

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Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	15321	02/18/2025	PARK, JESSICA (LEVINESS)		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	02/18/2025		MILEAGE - INTERBUILDING 01/07/2025	L.4350 · TRAVEL	-7.19
TOTAL						-7.19
Bill Pmt -Che...	15322	02/18/2025	PHILADELPHIA HORTICULTURA...		L0201.0 · CASH DISBUR...	
Bill	FLOWER ...	02/18/2025		T - PHILADELPHIA FLOWER SHOW TICKETS 3/4/25	L.4290T · TRIPS	-1,765.00
TOTAL						-1,765.00
Bill Pmt -Che...	15323	02/18/2025	PRECISION MICROPRODUCTS OF		L0201.0 · CASH DISBUR...	
Bill	250065	02/18/2025		SCKN - Printer Maint & Toner - PO#18089	L.4520 · BUILDING REPA...	-6,474.69
Bill	250061 4Q	02/18/2025		SCKN - Quarterly Jamex 4Q - Oct, Nov & Dec 2024	L.4520 · BUILDING REPA...	-246.15
TOTAL						-6,720.84
Bill Pmt -Che...	15324	02/18/2025	PSEGLI - SCKN	Cust. ID #0715-0037-94-8	L0201.0 · CASH DISBUR...	
Bill	0715-0037...	02/18/2025		K - 6500371101 12/31/24 - 1/30/25 C - 6505010201 12/26/24 - 1/27/25 N - 8955665401 12/19/24 - 1/22/25	L.4500 · FUEL AND UTILI... L.4500 · FUEL AND UTILI... L.4500 · FUEL AND UTILI...	-2,907.24 -2,620.00 -4,991.33
TOTAL						-10,518.57
Bill Pmt -Che...	15325	02/18/2025	QWICK CRAFT, LLC		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	02/18/2025		NA - Seashell Humming Bird - 01/08/2025	L4290NA · NESCONSET ...	-300.00
TOTAL						-300.00
Bill Pmt -Che...	15326	02/18/2025	RINGCENTRAL INC		L0201.0 · CASH DISBUR...	
Bill	CD_00102...	02/18/2025		SCKN - Cloud Services - 01/29 - 02/27/2025	L.4311 · TELECOMMUNI...	-2,421.64
TOTAL						-2,421.64

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Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	15327	02/18/2025	RONCO PAPER PRODUCTS COR...		L0201.0 · CASH DISBUR...	
Bill	290897	02/18/2025		PO# 18401 - Toilet Paper, White Roll Towels, Hand Soap	L.4510 · CUSTODIAL SU...	-213.68
Bill	291049	02/18/2025		PO# 18402 - Swiffer Duster Refills, Trash Bags, Facial Ti...	L.4510 · CUSTODIAL SU...	-189.54
Bill	290910	02/18/2025		PO# 18403 - Facial Tissues, 2ply Toilet Paper, Trash Bag...	L.4510 · CUSTODIAL SU...	-261.34
TOTAL						-664.56
Bill Pmt -Che...	15328	02/18/2025	ROSENZWEIG, ARI M.		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	02/18/2025		CYA - Dungeons & Dragons - 02/03/2025	L4290CY · COMMACK Y...	-50.00
TOTAL						-50.00
Bill Pmt -Che...	15329	02/18/2025	SCHOOL SPECIALTY	39-0971239	L0201.0 · CASH DISBUR...	
Bill	20813533...	02/18/2025		PO# 18414 - Tru-Ray Sulphite Const Paper (BL, White & ...	L.4300 · OFFICE AND LI...	-130.04
TOTAL						-130.04
Bill Pmt -Che...	15330	02/18/2025	SCLS		L0201.0 · CASH DISBUR...	
Bill	94002	02/18/2025		Learning Express Library, Computer Skills Add Ons - 11/0...	L.4150 · ONLINE MATL'S...	-8,719.40
Bill	93987	02/18/2025		SRP - Outdoor Movie 08/13/2025	L.4290S · SUMMER REA...	-600.00
Bill	93761	02/18/2025		Title Source 360 (Baker & Taylor) 12/01/2024 - 1/30/2025	L.4150 · ONLINE MATL'S...	-1,189.65
Bill	93784	02/18/2025		ASCAP Live on Premise Performances 2024	L.42902 · Movie/Music Lic...	-165.75
Bill	93877	02/18/2025		Aquarium Tickets PO# 18359 - 155 child/senior - 95 adults	L.42904 · Ticket Transacti...	-8,045.00
Bill	93883	02/18/2025		GASB 74 PO#16864	L.4370 · PROFESSIONA...	-2,600.00
Bill	93981	02/18/2025		S- Overdues Mailed January 2025	L.4330 · POSTAGE AND ...	-41.23
				C- Overdues Mailed January 2025	L.4330 · POSTAGE AND ...	-37.24
				K- Overdues Mailed January 2025	L.4330 · POSTAGE AND ...	-46.55
				N- Overdues Mailed January 2025	L.4330 · POSTAGE AND ...	-61.18
Bill	94049	02/18/2025		SCKN - OVERDRIVE DOWNLOADABLE MEDIA 2025	L.4150 · ONLINE MATL'S...	-522,343.00
Bill	94083	02/18/2025		TUMBLEBOOKS PREMIUM SUBSCRIPTION PO# 18227	L.4150 · ONLINE MATL'S...	-479.40
TOTAL						-544,328.40
Bill Pmt -Che...	15331	02/18/2025	SCLS - P.A.L.S.	SCKN - Maintenance & Access Fee - 1Q	L0201.0 · CASH DISBUR...	
Bill	82041	02/18/2025		SCKN - Maintenance & Access Fee - 1Q - (Jan, Feb & M...	L.4390 · SHARED NETW...	-21,088.81
TOTAL						-21,088.81

THE SMITHTOWN LIBRARY -L FUND
FEBRUARY 2025
February 18, 2025

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	15332	02/18/2025	SEAMAN, KEVIN A.		L0201.0 · CASH DISBUR...	
Bill	02/01/2025	02/18/2025		Legal Counsel - Real Estate Transaction (KP Land Swap ...	L.4370 · PROFESSIONA...	-2,340.00
TOTAL						-2,340.00
Bill Pmt -Che...	15333	02/18/2025	SHAMUS COACH		L0201.0 · CASH DISBUR...	
Bill	225034 FI...	02/18/2025		T - BUS SHEN YUN FINAL 4/12/25	L.4290T · TRIPS	-1,600.00
TOTAL						-1,600.00
Bill Pmt -Che...	15334	02/18/2025	SMITH, VIRGINIA		L0201.0 · CASH DISBUR...	
Bill	2024 Medi...	02/18/2025		2024 Medi-B IRMAA	L.8505 · Medi-B Reimburs...	-2,096.40
TOTAL						-2,096.40
Bill Pmt -Che...	15335	02/18/2025	SMITHTOWN CHAMBER OF COM...		L0201.0 · CASH DISBUR...	
Bill	2804A - A...	02/18/2025		Annual Membership Renewal - 01/01 - 12/31/2025 - PO# ...	L.4380 · MEMBERSHIP D...	-100.00
TOTAL						-100.00
Bill Pmt -Che...	15336	02/18/2025	SONNENBERG NURSERY & SUP...		L0201.0 · CASH DISBUR...	
Bill	02/03/2025	02/18/2025		SCKN - Salt & Sand Parking Lots - 02/03/2025	L.4520 · BUILDING REPA...	-1,060.00
Bill	02/06/2025	02/18/2025		SCKN - Salt & Sand Parking Lots - 02/06/2025 - RPO#18...	L.4520 · BUILDING REPA...	-1,060.00
Bill	01/19/2025	02/18/2025		PO#18310 - SCKN - PLOW, SALT & SAND - 01/19/2025	L.4520 · BUILDING REPA...	-2,800.00
TOTAL						-4,920.00
Bill Pmt -Che...	15337	02/18/2025	SOUTH HUNTINGTON PUBLIC LI...		L0201.0 · CASH DISBUR...	
Bill	928550	02/18/2025		L&P to S. Huntington Library - Patron - A. Rasmussen	L.4110 · LOST AND PAID	-16.95
TOTAL						-16.95

THE SMITHTOWN LIBRARY -L FUND
FEBRUARY 2025
February 18, 2025

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	15338	02/18/2025	SOUTH SHORE ELECTRIC, INC.		L0201.0 · CASH DISBUR...	
Bill	8382	02/18/2025		C - REPAIR TO HOT BOX FOR DOMESTIC WATER RP...	L.4520 · BUILDING REPA...	-970.00
TOTAL						-970.00
Bill Pmt -Che...	15339	02/18/2025	ST. JAMES CHAMBER OF COMM...		L0201.0 · CASH DISBUR...	
Bill	Membershi...	02/18/2025		PO# 18366 - 2025 Membership dues - St. James Chamb...	L.4380 · MEMBERSHIP D...	-225.00
TOTAL						-225.00
Bill Pmt -Che...	15340	02/18/2025	STAPLES BUSINESS ADVANTAGE		L0201.0 · CASH DISBUR...	
Bill	7003972751	02/18/2025		Paper, Stampers, Laminate pouches, Office Supplies - P... Mop Handle, Electrical Tape PO#'s 18397, 18406	L.4300 · OFFICE AND LI... L.4510 · CUSTODIAL SU...	-707.15 -15.28
TOTAL						-722.43
Bill Pmt -Che...	15341	02/18/2025	STERLING NA (PREV STAR)		L0201.0 · CASH DISBUR...	
Bill	191307	02/18/2025		SCKN - Newsletter - February 2025 - 12 pages - RPO#183...	L.4340 · PRINTING	-1,550.00
TOTAL						-1,550.00
Bill Pmt -Che...	15342	02/18/2025	TANZI, JOHN A.		L0201.0 · CASH DISBUR...	
Bill	2409-02	02/18/2025		Architectural & Engineering Service for SM Emergency Re...	L.4370 · PROFESSIONA...	-2,077.75
TOTAL						-2,077.75
Bill Pmt -Che...	15343	02/18/2025	TAURASSI, LINDA		L0201.0 · CASH DISBUR...	
Bill	2024 Medi...	02/18/2025		2024 Medi-B IRMAA	L.8505 · Medi-B Reimburs...	-3,354.00
TOTAL						-3,354.00

THE SMITHTOWN LIBRARY -L FUND
FEBRUARY 2025
February 18, 2025

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	15344	02/18/2025	THERMAL SOLUTIONS, INC.		L0201.0 · CASH DISBUR...	
Bill	104726	02/18/2025		C - REPAIR TACO AUTO AIR VENT RPO# 18312	L.4520 · BUILDING REPA...	-195.00
Bill	C45012 3Q	02/18/2025		S - HVAC 3Q (MAR.,APR.,JUNE) 2025 RPO# 18313	L.4520 · BUILDING REPA...	-2,386.25
Bill	C45000 3Q	02/18/2025		C - HVAC 3Q (MAR.,APR.,JUNE) 2025 RPO# 18313	L.4520 · BUILDING REPA...	-930.00
Bill	C45005 3Q	02/18/2025		K - HVAC 3Q (MAR.,APR.,JUNE) 2025 RPO# 18313	L.4520 · BUILDING REPA...	-930.00
Bill	C45007 3Q	02/18/2025		N - HVAC 3Q (MAR.,APR.,JUNE) 2025 RPO# 18313	L.4520 · BUILDING REPA...	-1,893.75
TOTAL						-6,335.00
Bill Pmt -Che...	15345	02/18/2025	TORRES MARK		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	02/18/2025		LI & the Legacy of Eugenics - 01/25/2025	L4290NA · NESCONSET ...	-250.00
TOTAL						-250.00
Bill Pmt -Che...	15346	02/18/2025	TOSHIBA BUSINESS SOLUTIONS		L0201.0 · CASH DISBUR...	
Bill	6080761	02/18/2025		RPO#18314 - Maint Charge 01/07 - 02/06/2025	L.4520 · BUILDING REPA...	-34.00
Bill	6089518	02/18/2025		Print Allowance - 01/27/2025 - 02/26/2025	L.4520 · BUILDING REPA...	-159.22
TOTAL						-193.22
Bill Pmt -Che...	15347	02/18/2025	TOWN OF SMITHTOWN GENERA...		L0201.0 · CASH DISBUR...	
Bill	1320-0225...	02/18/2025		S - Solid Waste Disposal - February 2025	L.4520 · BUILDING REPA...	-256.33
Bill	2443-0225...	02/18/2025		C - Solid Waste Disposal - February 2025	L.4520 · BUILDING REPA...	-128.16
Bill	0464-0225...	02/18/2025		K - Solid Waste Disposal - February 2025	L.4520 · BUILDING REPA...	-128.16
Bill	1978-0225...	02/18/2025		N - Solid Waste Disposal - February 2025	L.4520 · BUILDING REPA...	-128.16
TOTAL						-640.81
Bill Pmt -Che...	15348	02/18/2025	TRADITIONAL CULTURE REVIVI...		L0201.0 · CASH DISBUR...	
Bill	SHEN YU...	02/18/2025		T - TICKETS FOR SHEN YUN 4/12/25	L.4290T · TRIPS	-4,600.00
TOTAL						-4,600.00

THE SMITHTOWN LIBRARY -L FUND
FEBRUARY 2025
February 18, 2025

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	15349	02/18/2025	UTICA NATIONAL INSURANCE G...	101072968	L0201.0 · CASH DISBUR...	
Bill	10107296...	02/18/2025		Commercial Package Q1, 2025	L.4540 · INSURANCE	-22,722.00
				Auto - Commercial Q1, 2025	L.4540 · INSURANCE	-2,787.00
				Commercial Umbrella Q1, 2025	L.4540 · INSURANCE	-4,794.00
				Workers Comp Q1, 2025	L.8300 · WORKMANS C...	-10,984.00
TOTAL						-41,287.00
Bill Pmt -Che...	15350	02/18/2025	VALUE LINE		L0201.0 · CASH DISBUR...	
Bill	25SM-99450	02/18/2025		SCKN - RENEWAL - 03/01/2025 - 02/28/2026	L.4131 · OTHER SERIALS	-5,870.00
TOTAL						-5,870.00
Bill Pmt -Che...	15351	02/18/2025	VENMILL INDUSTRIES		L0201.0 · CASH DISBUR...	
Bill	20333	02/18/2025		PO# 18349 - Venmill Hybrid 2.0 Disc Repair Machine; PN...	L.4300 · OFFICE AND LI...	-1,580.55
TOTAL						-1,580.55
Bill Pmt -Che...	15352	02/18/2025	WINTERS BROS. HAULNG OF L...		L0201.0 · CASH DISBUR...	
Bill	4382293 S...	02/18/2025		S - Garbage Pickup - February 2025	L.4520 · BUILDING REPA...	-171.00
Bill	4382669 C...	02/18/2025		C - Garbage Pickup - February 2025	L.4520 · BUILDING REPA...	-100.00
Bill	4382670 K...	02/18/2025		K - Garbage Pickup - February 2025	L.4520 · BUILDING REPA...	-103.00
Bill	4387127 N...	02/18/2025		N - Garbage Pickup - February 2025	L.4520 · BUILDING REPA...	-123.75
TOTAL						-497.75

THE SMITHTOWN LIBRARY - M FUND
FEBRUARY 2025
February 18, 2025

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -...	1150	02/18/2025	AMERICAN EXPRESS		M.0201 · CASH DISBURSEMEN...	
Bill	STATEMEN...	02/18/2025		Michael Murphy Navy Seal Museum PO# M-...	M.4300 · MISC DONATION	-200.00
				Empire Pass Renewal - PO# M-177	M.4300 · MISC DONATION	-72.00
TOTAL						-272.00
Bill Pmt -...	1151	02/18/2025	SCC CONSTRUCTION MAN...		M.0201 · CASH DISBURSEMEN...	
Bill	12516	02/18/2025		SM FLOOD: Construction Mgt - PreConstru...	M.2100 · OTHER CAPITAL	-6,500.00
TOTAL						-6,500.00
Bill Pmt -...	1152	02/18/2025	SCLS		M.0201 · CASH DISBURSEMEN...	
Bill	93838	02/18/2025		PO# M-180 - Raynham Hall Museum Pass 2...	M.4300 · MISC DONATION	-270.00
TOTAL						-270.00
Bill Pmt -...	1153	02/18/2025	TANZI, JOHN A.		M.0201 · CASH DISBURSEMEN...	
Bill	2409-02	02/18/2025		SM Emergency Restoration Project - Phase II	M.2100 · OTHER CAPITAL	-83,345.06
TOTAL						-83,345.06
Bill Pmt -...	1154	02/18/2025	THE JAZZ LOFT		M.0201 · CASH DISBURSEMEN...	
Bill	4390	02/18/2025		MUSEUM PASS RENEWAL 2025	M.4300 · MISC DONATION	-200.00
TOTAL						-200.00

FT PR# 3 Dated 1/31/25

Client ID: 21SSL - Smithtown Special Library District	PAYROLL SUMMARY	Period Begin Date: 1/11/2025
Pay Group: FT	Smithtown Special Library District	Period End Date: 1/24/2025
Check Date: 1/31/2025		Pay Period: 3
Run Date: 1/27/2025	Run Number: 206	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	64	\$0.00	\$144,533.29
Totals:				64	\$0.00	\$144,533.29
Tax Liabilities	M & T BANK	*****0046	*****9349		\$0.00	\$67,663.38
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	\$1,024.98
Totals:					\$0.00	\$68,688.36
Total ACH Debit:				Impound Date: 1/30/2025		\$213,221.65
Total Payroll Funding (all items):				\$213,221.65		

*** 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	62
Direct Deposits	\$144,533.29	Additional Checks	\$0.00	Additional Checks	0	Inactive Employees Paid	0
**** Total Net Payroll	\$144,533.29	Manual Checks	\$0.00	Manual Checks	0	Terminated Employees Paid	0
		Void Checks/Direct Deposits	\$0.00	Void Checks	0	Total Employees Paid	62
Total Taxes	\$67,663.38	Third Party Sick Checks	\$0.00	Third Party Sick Checks	0	Active Employee Count	63
**** Total Payroll	\$212,196.67	Adjustments	\$0.00	Adjustments	0	Inactive Employee Count	0
		Direct Deposits (64)	\$144,533.29	Vouchers (Direct Deposit)	62	Terminated Employee Count	19
Payroll Adjustments	\$0.00	Total Third Party Pays	\$0.00	Total Third Party Payments	0	Total Employee Count	82
**** Adjusted Total	\$212,196.67	Total Third Party Void Checks	\$0.00	Total Third Party Voids	0	Employees Paid this Month	63
				Zero Net Checks	1	Active Employees this Month	63
						Employees with W2 Data	63
						Active Employees Not Paid	1
						Active (Hired) EEs Not Paid	1

0.00 *

FT - 213,221.65 +

PT - 70,741.87 +

283,963.52 *

Total

OIC - PL

25 Jan 25

*** PAYROLL TAXES ***								
	CURRENT		MTD		QTD		YTD	
Federal Deposits	Wages	Taxes	Wages	Taxes	Wages	Taxes	Wages	Taxes
FEDERAL WH	199,528.13	25,080.73	582,212.47	71,882.01	582,212.47	71,882.01	582,212.47	71,882.01
MED EE (1.450000%)	211,060.85	3,060.39	616,380.35	8,937.55	616,380.35	8,937.55	616,380.35	8,937.55
MED ER (1.450000%)	211,060.85	3,060.39	616,380.35	8,937.55	616,380.35	8,937.55	616,380.35	8,937.55
SOC SEC EE (6.200000%)	211,060.85	13,085.78	616,380.35	38,215.59	616,380.35	38,215.59	616,380.35	38,215.59
SOC SEC ER (6.200000%)	211,060.85	13,085.78	616,380.35	38,215.59	616,380.35	38,215.59	616,380.35	38,215.59
Total Federal Deposits		57,373.07		166,188.29		166,188.29		166,188.29
State/Local Employee Tax	Wages	Taxes	Wages	Taxes	Wages	Taxes	Wages	Taxes
NEW YORK WH	202,597.69	10,290.31	591,599.72	29,802.38	591,599.72	29,802.38	591,599.72	29,802.38
Total State/Local Employee Tax		10,290.31		29,802.38		29,802.38		29,802.38
Total Taxes		67,663.38		195,990.67		195,990.67		195,990.67

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

Employer Tax	CURRENT		MTD		QTD		YTD	
	Wages	Taxes	Wages	Taxes	Wages	Taxes	Wages	Taxes
MED ER (1.450000%)	211,060.85	3,060.39	616,380.35	8,937.55	616,380.35	8,937.55	616,380.35	8,937.55
SOC SEC ER (6.200000%)	211,060.85	13,085.78	616,380.35	38,215.59	616,380.35	38,215.59	616,380.35	38,215.59
Total Employer Tax		16,146.17		47,153.14		47,153.14		47,153.14

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

Client ID: 21SSL - Smithtown Special Library District

Pay Group: FT

Check Date: 1/31/2025

Run Date: 1/27/2025 Run Number: 206

PAYROLL SUMMARY

Smithtown Special Library District

Period Begin Date: 1/11/2025

Period End Date: 1/24/2025

Pay Period: 3

Payroll Type: Regular Payroll

*** EARNINGS & DEDUCTIONS ***

	CURRENT		MTD		QTD		YTD	
Earnings	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars
Sunday	46.50	2,679.54	215.50	13,221.46	215.50	13,221.46	215.50	13,221.46
Holiday	427.00	20,766.25	2,177.00	104,407.17	2,177.00	104,407.17	2,177.00	104,407.17
Regular	3,324.76	162,919.58	8,782.67	425,482.77	8,782.67	425,482.77	8,782.67	425,482.77
Sick	162.15	7,003.94	522.70	23,715.24	522.70	23,715.24	522.70	23,715.24
Vacation	195.44	9,303.38	998.48	46,999.46	998.48	46,999.46	998.48	46,999.46
Personal	50.18	2,408.44	235.28	11,192.39	235.28	11,192.39	235.28	11,192.39
Jury Duty	7.00	230.14	7.00	230.14	7.00	230.14	7.00	230.14
Bereavement Ear	35.00	1,262.19	49.00	2,053.79	49.00	2,053.79	49.00	2,053.79
Comp Time	58.11	3,085.25	257.63	13,298.75	257.63	13,298.75	257.63	13,298.75
NYS CP	7.00	367.97	7.00	367.97	7.00	367.97	7.00	367.97
Travel	1.00	61.66	2.75	154.31	2.75	154.31	2.75	154.31
Meetings	19.75	851.91	28.88	1,282.68	28.88	1,282.68	28.88	1,282.68
Medical Screen	2.00	120.60	2.00	120.60	2.00	120.60	2.00	120.60
Total Earnings	4,335.89	211,060.85	13,285.89	642,526.73	13,285.89	642,526.73	13,285.89	642,526.73
Memo Calculations	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars
MemoSundayHours	46.50	0.00	127.00	0.00	127.00	0.00	127.00	0.00
Salary Hours	3,279.85	0.00	5,755.28	0.00	5,755.28	0.00	5,755.28	0.00
Total Memo Calculations	3,326.35	0.00	5,882.28	0.00	5,882.28	0.00	5,882.28	0.00
Deductions		Dollars		Dollars		Dollars		Dollars
Medical Pre-tax		0.00		26,105.88		26,105.88		26,105.88
Aflac		0.00		40.50		40.50		40.50
NYS Retirement		3,069.56		9,387.25		9,387.25		9,387.25
Retirement Loan		992.00		2,976.00		2,976.00		2,976.00
AXA Equitable		2,748.00		8,244.00		8,244.00		8,244.00
CSEA Benefit Fd		486.00		1,474.00		1,474.00		1,474.00
NYS Def Comp		4,995.16		14,876.63		14,876.63		14,876.63
CSEA Ins		93.77		281.31		281.31		281.31
Disability		0.00		408.50		408.50		408.50
CSEA Dues		1,804.49		5,422.16		5,422.16		5,422.16
Post Tax SCP		60.93		182.79		182.79		182.79
Pearl Carroll		40.44		121.32		121.32		121.32

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

Client ID: 21SSL - Smithtown Special Library District	PAYROLL SUMMARY	Period Begin Date: 1/11/2025
Pay Group: FT	Smithtown Special Library District	Period End Date: 1/24/2025
Check Date: 1/31/2025		Pay Period: 3
Run Date: 1/27/2025	Run Number: 206	Payroll Type: Regular Payroll

*** EARNINGS & DEDUCTIONS ***				
	CURRENT	MTD	QTD	YTD
Met Life	720.00	1,660.00	1,660.00	1,660.00
Total Deductions	15,010.35	71,180.34	71,180.34	71,180.34

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

OK- PR
25 Jan 25

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(1 - Clerical Full Time) Totals								
Pays:								
Sunday	21.00	1,035.75	80.50	3,877.49	80.50	3,877.49	80.50	3,877.49
Holiday	147.00	5,579.97	791.00	29,929.98	791.00	29,929.98	791.00	29,929.98
Regular	1,135.36	43,360.47	3,107.70	116,795.36	3,107.70	116,795.36	3,107.70	116,795.36
Sick	85.87	3,056.35	196.31	7,577.42	196.31	7,577.42	196.31	7,577.42
Vacation	47.44	1,795.02	424.26	17,060.37	424.26	17,060.37	424.26	17,060.37
Personal	18.64	685.84	85.16	3,441.73	85.16	3,441.73	85.16	3,441.73
Jury Duty	7.00	230.14	7.00	230.14	7.00	230.14	7.00	230.14
Bereavement Ear	35.00	1,262.19	35.00	1,262.19	35.00	1,262.19	35.00	1,262.19
Comp Time	12.83	539.20	62.71	2,295.94	62.71	2,295.94	62.71	2,295.94
Travel	0.25	9.27	0.25	9.27	0.25	9.27	0.25	9.27
Total Gross Pay:	1,510.39	57,554.20	4,789.89	182,479.89	4,789.89	182,479.89	4,789.89	182,479.89
Employee Taxes:								
SOC SEC EE		3,568.31		10,706.27		10,706.27		10,706.27
MED EE		834.56		2,503.92		2,503.92		2,503.92
FEDERAL WH		5,646.34		16,757.43		16,757.43		16,757.43
NEW YORK WH		2,589.41		7,718.33		7,718.33		7,718.33
Total Employee Taxes:		12,638.62		37,685.95		37,685.95		37,685.95
Deductions:								
Medical Pre-tax				9,757.20		9,757.20		9,757.20
Aflac				40.50		40.50		40.50
NYS Retirement		1,178.01		3,794.28		3,794.28		3,794.28
Retirement Loan		124.00		372.00		372.00		372.00
AXA Equitable		700.00		2,100.00		2,100.00		2,100.00
CSEA Benefit Fd		174.00		538.00		538.00		538.00
NYS Def Comp		2,802.81		8,301.77		8,301.77		8,301.77
CSEA Ins		59.90		179.70		179.70		179.70
Disability				133.00		133.00		133.00
CSEA Dues		544.85		1,679.96		1,679.96		1,679.96
Pearl Carroll		24.79		74.37		74.37		74.37
Met Life		120.00		360.00		360.00		360.00
Total Deductions:		5,728.36		27,330.78		27,330.78		27,330.78
Netpay:		39,187.22		117,463.16		117,463.16		117,463.16
Employer Taxes:								
SOC SEC ER		3,568.31		10,706.27		10,706.27		10,706.27
MED ER		834.56		2,503.92		2,503.92		2,503.92
Total Employer Taxes:		4,402.87		13,210.19		13,210.19		13,210.19

Client ID: 21SSL - Smithtown Special Library District	LABOR ALLOCATION SUMMARY	Period Begin Date: 1/11/2025
Pay Group: FT	Smithtown Special Library District	Period End Date: 1/24/2025
Check Date: 1/31/2025		Pay Period: 3
Run Date: 1/27/2025	Run Number: 206	Payroll Type: Regular Payroll
Group By: Position Category		

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(3 - Librarian Full Time) Totals								
Pays:								
Sunday	21.00	1,513.30	117.00	8,827.11	117.00	8,827.11	117.00	8,827.11
Holiday	266.00	14,786.10	1,316.00	72,489.95	1,316.00	72,489.95	1,316.00	72,489.95
Regular	2,071.40	116,260.21	5,351.97	299,667.81	5,351.97	299,667.81	5,351.97	299,667.81
Sick	76.28	3,947.59	325.39	16,100.26	325.39	16,100.26	325.39	16,100.26
Vacation	141.00	7,243.51	560.22	29,409.39	560.22	29,409.39	560.22	29,409.39
Personal	30.61	1,687.41	141.08	7,440.79	141.08	7,440.79	141.08	7,440.79
Bereavement Ear			14.00	791.60	14.00	791.60	14.00	791.60
Comp Time	45.21	2,543.40	191.96	10,936.09	191.96	10,936.09	191.96	10,936.09
NYS CP	7.00	367.97	7.00	367.97	7.00	367.97	7.00	367.97
Travel	0.75	52.39	2.50	145.04	2.50	145.04	2.50	145.04
Meetings	19.75	851.91	28.88	1,282.68	28.88	1,282.68	28.88	1,282.68
Medical Screen	2.00	120.60	2.00	120.60	2.00	120.60	2.00	120.60
Total Gross Pay:	2,681.00	149,374.39	8,058.00	447,579.29	8,058.00	447,579.29	8,058.00	447,579.29
Employee Taxes:								
SOC SEC EE		9,261.27		26,736.33		26,736.33		26,736.33
MED EE		2,165.92		6,252.85		6,252.85		6,252.85
FEDERAL WH		19,119.53		54,171.86		54,171.86		54,171.86
NEW YORK WH		7,520.87		21,540.06		21,540.06		21,540.06
Total Employee Taxes:		38,067.59		108,701.10		108,701.10		108,701.10
Deductions:								
Medical Pre-tax				16,348.68		16,348.68		16,348.68
NYS Retirement		1,847.04		5,456.63		5,456.63		5,456.63
Retirement Loan		868.00		2,604.00		2,604.00		2,604.00
AXA Equitable		2,048.00		6,144.00		6,144.00		6,144.00
CSEA Benefit Fd		296.00		888.00		888.00		888.00
NYS Def Comp		2,192.35		6,574.86		6,574.86		6,574.86
CSEA Ins		33.87		101.61		101.61		101.61
Disability				275.50		275.50		275.50
CSEA Dues		1,224.65		3,638.25		3,638.25		3,638.25
Post Tax SCP		60.93		182.79		182.79		182.79
Pearl Carroll		15.65		46.95		46.95		46.95
Met Life		600.00		1,300.00		1,300.00		1,300.00
Total Deductions:		9,186.49		43,561.27		43,561.27		43,561.27
Netpay:		102,120.31		295,316.92		295,316.92		295,316.92
Employer Taxes:								
SOC SEC ER		9,261.27		26,736.33		26,736.33		26,736.33
MED ER		2,165.92		6,252.85		6,252.85		6,252.85
Total Employer Taxes:		11,427.19		32,989.18		32,989.18		32,989.18

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(5 - Custodial Full Time) Totals								
Pays:								
Holiday	7.00	264.85	35.00	1,318.56	35.00	1,318.56	35.00	1,318.56
Regular	55.00	2,080.96	152.00	5,736.12	152.00	5,736.12	152.00	5,736.12
Sick			1.00	37.56	1.00	37.56	1.00	37.56
Vacation	7.00	264.85	14.00	529.70	14.00	529.70	14.00	529.70
Personal	0.93	35.19	7.43	279.36	7.43	279.36	7.43	279.36
Comp Time	0.07	2.65	0.57	21.43	0.57	21.43	0.57	21.43
Total Gross Pay:	70.00	2,648.50	210.00	7,922.73	210.00	7,922.73	210.00	7,922.73
Employee Taxes:								
SOC SEC EE		164.21		491.21		491.21		491.21
MED EE		38.40		114.88		114.88		114.88
FEDERAL WH		220.55		658.91		658.91		658.91
NEW YORK WH		122.52		366.31		366.31		366.31
Total Employee Taxes:		545.68		1,631.31		1,631.31		1,631.31
Deductions:								
CSEA Benefit Fd		8.00		24.00		24.00		24.00
CSEA Dues		34.99		103.95		103.95		103.95
Total Deductions:		42.99		127.95		127.95		127.95
Netpay:		2,059.83		6,163.47		6,163.47		6,163.47
Employer Taxes:								
SOC SEC ER		164.21		491.21		491.21		491.21
MED ER		38.40		114.88		114.88		114.88
Total Employer Taxes:		202.61		606.09		606.09		606.09

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(7 - Messenger / Groundskeeper) Totals								
Pays:								
Sunday	4.50	130.49	18.00	516.86	18.00	516.86	18.00	516.86
Holiday	7.00	135.33	35.00	668.68	35.00	668.68	35.00	668.68
Regular	63.00	1,217.94	171.00	3,283.48	171.00	3,283.48	171.00	3,283.48
Personal			1.61	30.51	1.61	30.51	1.61	30.51
Comp Time			2.39	45.29	2.39	45.29	2.39	45.29
Total Gross Pay:	74.50	1,483.76	228.00	4,544.82	228.00	4,544.82	228.00	4,544.82
Employee Taxes:								
SOC SEC EE		91.99		281.78		281.78		281.78
MED EE		21.51		65.90		65.90		65.90
FEDERAL WH		94.31		293.81		293.81		293.81
NEW YORK WH		57.51		177.68		177.68		177.68
Total Employee Taxes:		265.32		819.17		819.17		819.17
Deductions:								
NYS Retirement		44.51		136.34		136.34		136.34
CSEA Benefit Fd		8.00		24.00		24.00		24.00
Total Deductions:		52.51		160.34		160.34		160.34
Netpay:		1,165.93		3,565.31		3,565.31		3,565.31
Employer Taxes:								
SOC SEC ER		91.99		281.78		281.78		281.78
MED ER		21.51		65.90		65.90		65.90
Total Employer Taxes:		113.50		347.68		347.68		347.68

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Grand Totals								
Pays:								
Sunday	46.50	2,679.54	215.50	13,221.46	215.50	13,221.46	215.50	13,221.46
Holiday	427.00	20,766.25	2,177.00	104,407.17	2,177.00	104,407.17	2,177.00	104,407.17
Regular	3,324.76	162,919.58	8,782.67	425,482.77	8,782.67	425,482.77	8,782.67	425,482.77
Sick	162.15	7,003.94	522.70	23,715.24	522.70	23,715.24	522.70	23,715.24
Vacation	195.44	9,303.38	998.48	46,999.46	998.48	46,999.46	998.48	46,999.46
Personal	50.18	2,408.44	235.28	11,192.39	235.28	11,192.39	235.28	11,192.39
Jury Duty	7.00	230.14	7.00	230.14	7.00	230.14	7.00	230.14
Bereavement Ear	35.00	1,262.19	49.00	2,053.79	49.00	2,053.79	49.00	2,053.79
Comp Time	58.11	3,085.25	257.63	13,298.75	257.63	13,298.75	257.63	13,298.75
NYS CP	7.00	367.97	7.00	367.97	7.00	367.97	7.00	367.97
Travel	1.00	61.66	2.75	154.31	2.75	154.31	2.75	154.31
Meetings	19.75	851.91	28.88	1,282.68	28.88	1,282.68	28.88	1,282.68
Medical Screen	2.00	120.60	2.00	120.60	2.00	120.60	2.00	120.60
Total Gross Pay:	4,335.89	211,060.85	13,285.89	642,526.73	13,285.89	642,526.73	13,285.89	642,526.73
Employee Taxes:								
SOC SEC EE		13,085.78		38,215.59		38,215.59		38,215.59
MED EE		3,060.39		8,937.55		8,937.55		8,937.55
FEDERAL WH		25,080.73		71,882.01		71,882.01		71,882.01
NEW YORK WH		10,290.31		29,802.38		29,802.38		29,802.38
Total Employee Taxes:		51,517.21		148,837.53		148,837.53		148,837.53
Deductions:								
Medical Pre-tax				26,105.88		26,105.88		26,105.88
Aflac				40.50		40.50		40.50
NYS Retirement		3,069.56		9,387.25		9,387.25		9,387.25
Retirement Loan		992.00		2,976.00		2,976.00		2,976.00
AXA Equitable		2,748.00		8,244.00		8,244.00		8,244.00
CSEA Benefit Fd		486.00		1,474.00		1,474.00		1,474.00
NYS Def Comp		4,995.16		14,876.63		14,876.63		14,876.63
CSEA Ins		93.77		281.31		281.31		281.31
Disability				408.50		408.50		408.50
CSEA Dues		1,804.49		5,422.16		5,422.16		5,422.16
Post Tax SCP		60.93		182.79		182.79		182.79
Pearl Carroll		40.44		121.32		121.32		121.32
Met Life		720.00		1,660.00		1,660.00		1,660.00
Total Deductions:		15,010.35		71,180.34		71,180.34		71,180.34
Netpay:		144,533.29		422,508.86		422,508.86		422,508.86
Employer Taxes:								
SOC SEC ER		13,085.78		38,215.59		38,215.59		38,215.59
MED ER		3,060.39		8,937.55		8,937.55		8,937.55
Total Employer Taxes:		16,146.17		47,153.14		47,153.14		47,153.14

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25 Jan 25

PT PR#3 Dated 1/31/25

Client ID: 21SSL - Smithtown Special Library District	PAYROLL SUMMARY	Period Begin Date: 1/11/2025
Pay Group: PT	Smithtown Special Library District	Period End Date: 1/24/2025
Check Date: 1/31/2025		Pay Period: 3
Run Date: 1/27/2025	Run Number: 207	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	82	\$0.00	\$54,403.89
Totals:				82	\$0.00	\$54,403.89
Tax Liabilities	M & T BANK	*****0046	*****9349		\$0.00	\$16,070.23
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	\$267.75
Totals:					\$0.00	\$16,337.98
Total ACH Debit:						Impound Date: 1/30/2025 \$70,741.87
Total Payroll Funding (all items):						\$70,741.87

*** 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	81
Direct Deposits	\$54,403.89	Additional Checks	\$0.00	Additional Checks	0	Inactive Employees Paid	0
**** Total Net Payroll	\$54,403.89	Manual Checks	\$0.00	Manual Checks	0	Terminated Employees Paid	0
		Void Checks/Direct Deposits	\$0.00	Void Checks	0	Total Employees Paid	81
Total Taxes	\$16,070.23	Third Party Sick Checks	\$0.00	Third Party Sick Checks	0	Active Employee Count	85
**** Total Payroll	\$70,474.12	Adjustments	\$0.00	Adjustments	0	Inactive Employee Count	0
		Direct Deposits (82)	\$54,403.89	Vouchers (Direct Deposit)	81	Terminated Employee Count	61
Payroll Adjustments	\$0.00	Total Third Party Pays	\$0.00	Total Third Party Payments	0	Total Employee Count	146
**** Adjusted Total	\$70,474.12	Total Third Party Void Checks	\$0.00	Total Third Party Voids	0	Employees Paid this Month	83
				Zero Net Checks	1	Active Employees this Month	85
						Employees with W2 Data	83
						Active Employees Not Paid	4
						Active (Hired) EEs Not Paid	4

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28 Jan 25

*** PAYROLL TAXES ***								
	CURRENT		MTD		QTD		YTD	
Federal Deposits	Wages	Taxes	Wages	Taxes	Wages	Taxes	Wages	Taxes
FEDERAL WH	66,200.93	3,688.95	196,779.72	11,129.07	196,779.72	11,129.07	196,779.72	11,129.07
MED EE (1.450000%)	67,087.63	972.79	199,364.60	2,890.79	199,364.60	2,890.79	199,364.60	2,890.79
MED ER (1.450000%)	67,087.63	972.79	199,364.60	2,890.79	199,364.60	2,890.79	199,364.60	2,890.79
SOC SEC EE (6.200000%)	67,087.63	4,159.51	199,364.60	12,360.66	199,364.60	12,360.66	199,364.60	12,360.66
SOC SEC ER (6.200000%)	67,087.63	4,159.51	199,364.60	12,360.66	199,364.60	12,360.66	199,364.60	12,360.66
Total Federal Deposits		13,953.55		41,631.97		41,631.97		41,631.97
State/Local Employee Tax	Wages	Taxes	Wages	Taxes	Wages	Taxes	Wages	Taxes
NEW YORK WH	67,050.42	2,116.68	199,327.39	6,336.06	199,327.39	6,336.06	199,327.39	6,336.06
Total State/Local Employee Tax		2,116.68		6,336.06		6,336.06		6,336.06
Total Taxes		16,070.23		47,968.03		47,968.03		47,968.03

Client ID: 21SSL - Smithtown Special Library District	PAYROLL SUMMARY	Period Begin Date: 1/11/2025
Pay Group: PT	Smithtown Special Library District	Period End Date: 1/24/2025
Check Date: 1/31/2025		Pay Period: 3
Run Date: 1/27/2025	Run Number: 207	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%)	67,087.63	972.79	199,364.60	2,890.79	199,364.60	2,890.79	199,364.60	2,890.79
SOC SEC ER (6.200000%)	67,087.63	4,159.51	199,364.60	12,360.66	199,364.60	12,360.66	199,364.60	12,360.66
Total Employer Tax		5,132.30		15,251.45		15,251.45		15,251.45

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

Client ID: 21SSL - Smithtown Special Library District	PAYROLL SUMMARY	Period Begin Date: 1/11/2025
Pay Group: PT	Smithtown Special Library District	Period End Date: 1/24/2025
Check Date: 1/31/2025		Pay Period: 3
Run Date: 1/27/2025	Run Number: 207	Payroll Type: Regular Payroll

*** EARNINGS & DEDUCTIONS ***

	CURRENT		MTD		QTD		YTD	
Earnings	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars
Sunday	16.50	835.73	95.00	4,641.91	95.00	4,641.91	95.00	4,641.91
Holiday	212.00	5,617.44	1,059.00	27,525.05	1,059.00	27,525.05	1,059.00	27,525.05
Regular	2,039.64	53,313.13	5,458.95	142,266.81	5,458.95	142,266.81	5,458.95	142,266.81
Sick	89.57	2,511.10	213.02	6,537.99	213.02	6,537.99	213.02	6,537.99
Vacation	94.57	3,119.82	380.16	12,057.69	380.16	12,057.69	380.16	12,057.69
Personal	11.70	325.92	119.20	3,320.67	119.20	3,320.67	119.20	3,320.67
Bereavement Ear	9.00	245.11	17.50	524.64	17.50	524.64	17.50	524.64
Comp Time	16.38	376.54	49.48	1,185.79	49.48	1,185.79	49.48	1,185.79
Call Back	0.00	0.00	3.00	65.25	3.00	65.25	3.00	65.25
Snow Removal	18.00	475.29	18.00	475.29	18.00	475.29	18.00	475.29
Sunday Reg	8.00	136.00	32.00	534.00	32.00	534.00	32.00	534.00
Medical Screen	4.00	131.55	4.00	131.55	4.00	131.55	4.00	131.55
Retro Pay	0.00	0.00	4.00	97.96	4.00	97.96	4.00	97.96
Total Earnings	2,519.36	67,087.63	7,453.31	199,364.60	7,453.31	199,364.60	7,453.31	199,364.60
Memo Calculations	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars
MemoSundayHours	24.50	0.00	77.00	0.00	77.00	0.00	77.00	0.00
Total Memo Calculations	24.50	0.00	77.00	0.00	77.00	0.00	77.00	0.00
Deductions		Dollars		Dollars		Dollars		Dollars
NYS Retirement		849.49		2,547.67		2,547.67		2,547.67
CSEA Benefit Fd		0.00		223.04		223.04		223.04
NYS Def Comp		37.21		37.21		37.21		37.21
Disability		0.00		161.50		161.50		161.50
CSEA Dues		844.11		2,500.68		2,500.68		2,500.68
Post Tax SCP		15.00		45.00		45.00		45.00
Total Deductions		1,745.81		5,515.10		5,515.10		5,515.10

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

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28 Jan 25

Client ID: 21SSL - Smithtown Special Library District	LABOR ALLOCATION SUMMARY	Period Begin Date: 1/11/2025
Pay Group: PT	Smithtown Special Library District	Period End Date: 1/24/2025
Check Date: 1/31/2025		Pay Period: 3
Run Date: 1/27/2025	Run Number: 207	Payroll Type: Regular Payroll
Group By: Position Category		

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(2 - Clerical Part Time) Totals								
Pays:								
Sunday	8.00	370.58	48.50	2,138.35	48.50	2,138.35	48.50	2,138.35
Holiday	102.50	2,699.31	445.50	11,805.26	445.50	11,805.26	445.50	11,805.26
Regular	829.46	21,776.33	2,173.73	58,319.28	2,173.73	58,319.28	2,173.73	58,319.28
Sick	60.02	1,706.92	129.31	3,625.85	129.31	3,625.85	129.31	3,625.85
Vacation	39.00	1,282.57	210.94	6,042.02	210.94	6,042.02	210.94	6,042.02
Personal	5.64	172.22	72.19	1,908.61	72.19	1,908.61	72.19	1,908.61
Bereavement Ear	9.00	245.11	17.50	524.64	17.50	524.64	17.50	524.64
Comp Time	11.88	300.66	30.83	850.69	30.83	850.69	30.83	850.69
Medical Screen	4.00	131.55	4.00	131.55	4.00	131.55	4.00	131.55
Retro Pay			1.00	32.71	1.00	32.71	1.00	32.71
Total Gross Pay:	1,069.50	28,685.25	3,133.50	85,378.96	3,133.50	85,378.96	3,133.50	85,378.96
Employee Taxes:								
SOC SEC EE		1,778.50		5,293.49		5,293.49		5,293.49
MED EE		415.94		1,237.99		1,237.99		1,237.99
FEDERAL WH		1,469.33		4,454.30		4,454.30		4,454.30
NEW YORK WH		912.99		2,766.83		2,766.83		2,766.83
Total Employee Taxes:		4,576.76		13,752.61		13,752.61		13,752.61
Deductions:								
NYS Retirement		426.46		1,292.78		1,292.78		1,292.78
CSEA Benefit Fd				101.32		101.32		101.32
Disability				76.00		76.00		76.00
CSEA Dues		510.59		1,515.08		1,515.08		1,515.08
Post Tax SCP		15.00		45.00		45.00		45.00
Total Deductions:		952.05		3,030.18		3,030.18		3,030.18
Netpay:		23,156.44		68,596.17		68,596.17		68,596.17
Employer Taxes:								
SOC SEC ER		1,778.50		5,293.49		5,293.49		5,293.49
MED ER		415.94		1,237.99		1,237.99		1,237.99
Total Employer Taxes:		2,194.44		6,531.48		6,531.48		6,531.48

Client ID: 21SSL - Smithtown Special Library District	LABOR ALLOCATION SUMMARY	Period Begin Date: 1/11/2025
Pay Group: PT	Smithtown Special Library District	Period End Date: 1/24/2025
Check Date: 1/31/2025		Pay Period: 3
Run Date: 1/27/2025	Run Number: 207	Payroll Type: Regular Payroll
Group By: Position Category		

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(4 - Librarian Part Time) Totals								
Pays:								
Sunday	4.00	315.40	24.00	1,763.63	24.00	1,763.63	24.00	1,763.63
Holiday	25.00	1,159.85	153.00	6,375.80	153.00	6,375.80	153.00	6,375.80
Regular	308.00	13,397.07	804.09	34,428.83	804.09	34,428.83	804.09	34,428.83
Sick	10.37	402.76	48.53	2,200.66	48.53	2,200.66	48.53	2,200.66
Vacation	33.00	1,319.98	104.84	4,628.59	104.84	4,628.59	104.84	4,628.59
Personal	0.63	24.09	13.54	598.22	13.54	598.22	13.54	598.22
Total Gross Pay:	381.00	16,619.15	1,148.00	49,995.73	1,148.00	49,995.73	1,148.00	49,995.73
Employee Taxes:								
SOC SEC EE		1,030.40		3,099.75		3,099.75		3,099.75
MED EE		240.98		724.92		724.92		724.92
FEDERAL WH		1,191.39		3,625.85		3,625.85		3,625.85
NEW YORK WH		673.18		2,016.46		2,016.46		2,016.46
Total Employee Taxes:		3,135.95		9,466.98		9,466.98		9,466.98
Deductions:								
NYS Retirement		282.96		848.05		848.05		848.05
CSEA Benefit Fd				121.72		121.72		121.72
Disability				47.50		47.50		47.50
CSEA Dues		258.51		762.55		762.55		762.55
Total Deductions:		541.47		1,779.82		1,779.82		1,779.82
Netpay:		12,941.73		38,748.93		38,748.93		38,748.93
Employer Taxes:								
SOC SEC ER		1,030.40		3,099.75		3,099.75		3,099.75
MED ER		240.98		724.92		724.92		724.92
Total Employer Taxes:		1,271.38		3,824.67		3,824.67		3,824.67

Client ID: 21SSL - Smithtown Soecial Librarv District	LABOR ALLOCATION SUMMARY	Period Begin Date: 1/11/2025
Pay Group: PT	Smithtown Special Library District	Period End Date: 1/24/2025
Check Date: 1/31/2025		Pay Period: 3
Run Date: 1/27/2025	Run Number: 207	Payroll Type: Regular Payroll
Group By: Position Category		

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(6 - Custodial Part Time) Totals								
Pays:								
Sunday	4.50	149.75	22.50	739.93	22.50	739.93	22.50	739.93
Holiday	28.00	767.04	150.00	4,023.48	150.00	4,023.48	150.00	4,023.48
Regular	264.82	7,086.15	733.82	19,554.74	733.82	19,554.74	733.82	19,554.74
Sick	13.18	298.24	20.18	453.53	20.18	453.53	20.18	453.53
Vacation	22.57	517.27	47.56	1,113.42	47.56	1,113.42	47.56	1,113.42
Personal	5.43	129.61	32.29	794.66	32.29	794.66	32.29	794.66
Comp Time			3.15	74.47	3.15	74.47	3.15	74.47
Call Back			3.00	65.25	3.00	65.25	3.00	65.25
Snow Removal	15.00	418.43	15.00	418.43	15.00	418.43	15.00	418.43
Retro Pay			3.00	65.25	3.00	65.25	3.00	65.25
Total Gross Pay:	353.50	9,366.49	1,030.50	27,303.16	1,030.50	27,303.16	1,030.50	27,303.16
Employee Taxes:								
SOC SEC EE		580.71		1,692.79		1,692.79		1,692.79
MED EE		135.83		395.91		395.91		395.91
FEDERAL WH		693.09		2,032.59		2,032.59		2,032.59
NEW YORK WH		372.84		1,088.99		1,088.99		1,088.99
Total Employee Taxes:		1,782.47		5,210.28		5,210.28		5,210.28
Deductions:								
NYS Def Comp		37.21		37.21		37.21		37.21
Disability				38.00		38.00		38.00
CSEA Dues		53.78		159.49		159.49		159.49
Total Deductions:		90.99		234.70		234.70		234.70
Netpay:		7,493.03		21,858.18		21,858.18		21,858.18
Employer Taxes:								
SOC SEC ER		580.71		1,692.79		1,692.79		1,692.79
MED ER		135.83		395.91		395.91		395.91
Total Employer Taxes:		716.54		2,088.70		2,088.70		2,088.70

Client ID: 21SSL - Smithtown Special Library District Pay Group: PT Check Date: 1/31/2025 Run Date: 1/27/2025	LABOR ALLOCATION SUMMARY Smithtown Special Library District Group By: Position Category	Period Begin Date: 1/11/2025 Period End Date: 1/24/2025 Pay Period: 3 Payroll Type: Regular Payroll
Run Number: 207		

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(7 - Messenger / Groundskeeper) Totals								
<u>Pays:</u>								
Holiday	8.00	146.36	30.00	537.37	30.00	537.37	30.00	537.37
Regular	52.19	917.47	146.33	2,567.14	146.33	2,567.14	146.33	2,567.14
Sick	6.00	103.18	15.00	257.95	15.00	257.95	15.00	257.95
Vacation			9.00	146.58	9.00	146.58	9.00	146.58
Snow Removal	3.00	56.86	3.00	56.86	3.00	56.86	3.00	56.86
Total Gross Pay:	69.19	1,223.87	203.33	3,565.90	203.33	3,565.90	203.33	3,565.90
<u>Employee Taxes:</u>								
SOC SEC EE		75.89		221.09		221.09		221.09
MED EE		17.75		51.71		51.71		51.71
NEW YORK WH		26.57		76.09		76.09		76.09
Total Employee Taxes:		120.21		348.89		348.89		348.89
<u>Deductions:</u>								
CSEA Dues		21.23		63.56		63.56		63.56
Total Deductions:		21.23		63.56		63.56		63.56
Netpay:		1,082.43		3,153.45		3,153.45		3,153.45
<u>Employer Taxes:</u>								
SOC SEC ER		75.89		221.09		221.09		221.09
MED ER		17.75		51.71		51.71		51.71
Total Employer Taxes:		93.64		272.80		272.80		272.80

Client ID: 21SSL - Smithtown Special Library District	LABOR ALLOCATION SUMMARY	Period Begin Date: 1/11/2025
Pay Group: PT	Smithtown Special Library District	Period End Date: 1/24/2025
Check Date: 1/31/2025		Pay Period: 3
Run Date: 1/27/2025	Run Number: 207	Payroll Type: Regular Payroll
Group By: Position Category		

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(8 - Pages) Totals								
Pays:								
Holiday	48.50	844.88	280.50	4,783.14	280.50	4,783.14	280.50	4,783.14
Regular	585.17	10,136.11	1,600.98	27,396.82	1,600.98	27,396.82	1,600.98	27,396.82
Vacation			7.82	127.08	7.82	127.08	7.82	127.08
Personal			1.18	19.18	1.18	19.18	1.18	19.18
Comp Time	4.50	75.88	15.50	260.63	15.50	260.63	15.50	260.63
Sunday Reg	8.00	136.00	32.00	534.00	32.00	534.00	32.00	534.00
Total Gross Pay:	646.17	11,192.87	1,937.98	33,120.85	1,937.98	33,120.85	1,937.98	33,120.85
Employee Taxes:								
SOC SEC EE		694.01		2,053.54		2,053.54		2,053.54
MED EE		162.29		480.26		480.26		480.26
FEDERAL WH		335.14		1,016.33		1,016.33		1,016.33
NEW YORK WH		131.10		387.69		387.69		387.69
Total Employee Taxes:		1,322.54		3,937.82		3,937.82		3,937.82
Deductions:								
NYS Retirement		140.07		406.84		406.84		406.84
Total Deductions:		140.07		406.84		406.84		406.84
Netpay:		9,730.26		28,776.19		28,776.19		28,776.19
Employer Taxes:								
SOC SEC ER		694.01		2,053.54		2,053.54		2,053.54
MED ER		162.29		480.26		480.26		480.26
Total Employer Taxes:		856.30		2,533.80		2,533.80		2,533.80

Client ID: 21SSL - Smithtown Special Library District	LABOR ALLOCATION SUMMARY	Period Begin Date: 1/11/2025
Pay Group: PT	Smithtown Special Library District	Period End Date: 1/24/2025
Check Date: 1/31/2025		Pay Period: 3
Run Date: 1/27/2025	Run Number: 207	Payroll Type: Regular Payroll
Group By: Position Category		

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Grand Totals								
Pays:								
Sunday	16.50	835.73	95.00	4,641.91	95.00	4,641.91	95.00	4,641.91
Holiday	212.00	5,617.44	1,059.00	27,525.05	1,059.00	27,525.05	1,059.00	27,525.05
Regular	2,039.64	53,313.13	5,458.95	142,266.81	5,458.95	142,266.81	5,458.95	142,266.81
Sick	89.57	2,511.10	213.02	6,537.99	213.02	6,537.99	213.02	6,537.99
Vacation	94.57	3,119.82	380.16	12,057.69	380.16	12,057.69	380.16	12,057.69
Personal	11.70	325.92	119.20	3,320.67	119.20	3,320.67	119.20	3,320.67
Bereavement Ear	9.00	245.11	17.50	524.64	17.50	524.64	17.50	524.64
Comp Time	16.38	376.54	49.48	1,185.79	49.48	1,185.79	49.48	1,185.79
Call Back			3.00	65.25	3.00	65.25	3.00	65.25
Snow Removal	18.00	475.29	18.00	475.29	18.00	475.29	18.00	475.29
Sunday Reg	8.00	136.00	32.00	534.00	32.00	534.00	32.00	534.00
Medical Screen	4.00	131.55	4.00	131.55	4.00	131.55	4.00	131.55
Retro Pay			4.00	97.96	4.00	97.96	4.00	97.96
Total Gross Pay:	2,519.36	67,087.63	7,453.31	199,364.60	7,453.31	199,364.60	7,453.31	199,364.60
Employee Taxes:								
SOC SEC EE		4,159.51		12,360.66		12,360.66		12,360.66
MED EE		972.79		2,890.79		2,890.79		2,890.79
FEDERAL WH		3,688.95		11,129.07		11,129.07		11,129.07
NEW YORK WH		2,116.68		6,336.06		6,336.06		6,336.06
Total Employee Taxes:		10,937.93		32,716.58		32,716.58		32,716.58
Deductions:								
NYS Retirement		849.49		2,547.67		2,547.67		2,547.67
CSEA Benefit Fd				223.04		223.04		223.04
NYS Def Comp		37.21		37.21		37.21		37.21
Disability				161.50		161.50		161.50
CSEA Dues		844.11		2,500.68		2,500.68		2,500.68
Post Tax SCP		15.00		45.00		45.00		45.00
Total Deductions:		1,745.81		5,515.10		5,515.10		5,515.10
Netpay:		54,403.89		161,132.92		161,132.92		161,132.92
Employer Taxes:								
SOC SEC ER		4,159.51		12,360.66		12,360.66		12,360.66
MED ER		972.79		2,890.79		2,890.79		2,890.79
Total Employer Taxes:		5,132.30		15,251.45		15,251.45		15,251.45

O.K. R2
28 Jan 25

FT PR #4 Dated 2/14/25

Client ID: 21SSL - Smithtown Special Library District		PAYROLL SUMMARY		Period Begin Date: 1/25/2025	
Pay Group: FT		Smithtown Special Library District		Period End Date: 2/7/2025	
Check Date: 2/14/2025				Pay Period: 4	
Run Date: 2/11/2025		Run Number: 208		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	63	\$0.00	\$137,189.05
Totals:				63	\$0.00	\$137,189.05
Tax Liabilities	M & T BANK	*****0046	*****9349		\$0.00	\$64,068.76
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	\$378.48
Totals:					\$0.00	\$64,447.24
Impound Date: 2/13/2025						\$201,636.29
Total ACH Debit:						\$201,636.29
Total Payroll Funding (all items):						

*** 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	\$137,189.05	Additional Checks	\$0.00	Additional Checks	0	Inactive Employees Paid	0
**** Total Net Payroll	\$137,189.05	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	\$64,068.76	Third Party Sick Checks	\$0.00	Third Party Sick Checks	0	Active Employee Count	63
**** Total Payroll	\$201,257.81	Adjustments	\$0.00	Adjustments	0	Inactive Employee Count	0
		Direct Deposits (63)	\$137,189.05	Vouchers (Direct Deposit)	61	Terminated Employee Count	19
Payroll Adjustments	\$0.00	Total Third Party Pays	\$0.00	Total Third Party Payments	0	Total Employee Count	82
**** Adjusted Total	\$201,257.81	Total Third Party Void Checks	\$0.00	Total Third Party Voids	0	Employees Paid this Month	61
				Zero Net Checks	2	Active Employees this Month	63
						Employees with W2 Data	63
						Active Employees Not Paid	2
						Active (Hired) EEs Not Paid	2

FT - 201,636.29 +
 PT - 71,579.15 +
 PT - 273,215.44 *
 Total

O.K. PR
 11 Feb 25

*** PAYROLL TAXES ***								
	CURRENT		MTD		QTD		YTD	
Federal Deposits	Wages	Taxes	Wages	Taxes	Wages	Taxes	Wages	Taxes
FEDERAL WH	189,505.58	23,582.85	189,505.58	23,582.85	771,718.05	95,464.86	771,718.05	95,464.86
MED EE (1.450000%)	201,067.54	2,915.45	201,067.54	2,915.45	817,447.89	11,853.00	817,447.89	11,853.00
MED ER (1.450000%)	201,067.54	2,915.45	201,067.54	2,915.45	817,447.89	11,853.00	817,447.89	11,853.00
SOC SEC EE (6.200000%)	201,067.54	12,466.17	201,067.54	12,466.17	817,447.89	50,681.76	817,447.89	50,681.76
SOC SEC ER (6.200000%)	201,067.54	12,466.17	201,067.54	12,466.17	817,447.89	50,681.76	817,447.89	50,681.76
Total Federal Deposits		54,346.09		54,346.09		220,534.38		220,534.38
State/Local Employee Tax	Wages	Taxes	Wages	Taxes	Wages	Taxes	Wages	Taxes
NEW YORK WH	192,604.38	9,722.67	192,604.38	9,722.67	784,204.10	39,525.05	784,204.10	39,525.05
Total State/Local Employee Tax		9,722.67		9,722.67		39,525.05		39,525.05
Total Taxes		64,068.76		64,068.76		260,059.43		260,059.43

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

	CURRENT		MTD		QTD		YTD	
Employer Tax	Wages	Taxes	Wages	Taxes	Wages	Taxes	Wages	Taxes
MED ER (1.450000%)	201,067.54	2,915.45	201,067.54	2,915.45	817,447.89	11,853.00	817,447.89	11,853.00
SOC SEC ER (6.200000%)	201,067.54	12,466.17	201,067.54	12,466.17	817,447.89	50,681.76	817,447.89	50,681.76
Total Employer Tax		15,381.62		15,381.62		62,534.76		62,534.76

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

Client ID: 21SSL - Smithtown Special Library District

Pay Group: FT

Check Date: 2/14/2025

Run Date: 2/11/2025 Run Number: 208

PAYROLL SUMMARY

Smithtown Special Library District

Period Begin Date: 1/25/2025

Period End Date: 2/7/2025

Pay Period: 4

Payroll Type: Regular Payroll

*** EARNINGS & DEDUCTIONS ***

	CURRENT		MTD		QTD		YTD	
Earnings	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars
Sunday	101.00	6,141.24	101.00	6,141.24	316.50	19,362.70	316.50	19,362.70
Holiday	0.00	0.00	0.00	0.00	2,177.00	104,407.17	2,177.00	104,407.17
Regular	3,489.11	171,914.89	3,489.11	171,914.89	12,271.78	597,397.66	12,271.78	597,397.66
Sick	324.36	14,246.98	324.36	14,246.98	847.06	37,962.22	847.06	37,962.22
Vacation	253.31	11,849.11	253.31	11,849.11	1,251.79	58,848.57	1,251.79	58,848.57
Personal	48.97	1,953.32	48.97	1,953.32	284.25	13,145.71	284.25	13,145.71
Jury Duty	0.00	0.00	0.00	0.00	7.00	230.14	7.00	230.14
Bereavement Ear	28.00	1,116.69	28.00	1,116.69	77.00	3,170.48	77.00	3,170.48
Comp Time	28.02	1,353.23	28.02	1,353.23	285.65	14,651.98	285.65	14,651.98
NYS CP	0.00	0.00	0.00	0.00	7.00	367.97	7.00	367.97
Travel	7.73	385.36	7.73	385.36	10.48	539.67	10.48	539.67
Meetings	35.25	2,165.92	35.25	2,165.92	64.13	3,448.60	64.13	3,448.60
Medical Screen	4.00	331.67	4.00	331.67	6.00	452.27	6.00	452.27
Snow Day	51.25	2,345.54	51.25	2,345.54	51.25	2,345.54	51.25	2,345.54
Total Earnings	4,371.00	213,803.95	4,371.00	213,803.95	17,656.89	856,330.68	17,656.89	856,330.68
Memo Calculations	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars
Memo Sunday Hours	101.00	0.00	101.00	0.00	228.00	0.00	228.00	0.00
Salary Hours	3,434.13	0.00	3,434.13	0.00	9,189.41	0.00	9,189.41	0.00
Total Memo Calculations	3,535.13	0.00	3,535.13	0.00	9,417.41	0.00	9,417.41	0.00
Deductions		Dollars		Dollars		Dollars		Dollars
Medical Pre-tax		12,716.16		12,716.16		38,822.04		38,822.04
Aflac		20.25		20.25		60.75		60.75
NYS Retirement		3,098.80		3,098.80		12,486.05		12,486.05
Retirement Loan		992.00		992.00		3,968.00		3,968.00
AXA Equitable		2,748.00		2,748.00		10,992.00		10,992.00
CSEA Benefit Fd		478.00		478.00		1,952.00		1,952.00
NYS Def Comp		4,995.16		4,995.16		19,871.79		19,871.79
CSEA Ins		93.77		93.77		375.08		375.08
Disability		194.75		194.75		603.25		603.25
CSEA Dues		1,769.50		1,769.50		7,191.66		7,191.66
Post Tax SCP		60.93		60.93		243.72		243.72

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

*** EARNINGS & DEDUCTIONS ***				
	CURRENT	MTD	QTD	YTD
Pearl Carroll	40.44	40.44	161.76	161.76
Met Life	720.00	720.00	2,380.00	2,380.00
Total Deductions	27,927.76	27,927.76	99,108.10	99,108.10

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

O.K. RZ
11 Feb 25


	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(1 - Clerical Full Time) Totals								
Pays:								
Sunday	42.00	2,025.75	42.00	2,025.75	122.50	5,903.24	122.50	5,903.24
Holiday					791.00	29,929.98	791.00	29,929.98
Regular	1,152.48	44,698.41	1,152.48	44,698.41	4,260.18	161,493.77	4,260.18	161,493.77
Sick	140.88	4,772.62	140.88	4,772.62	337.19	12,350.04	337.19	12,350.04
Vacation	97.49	3,669.62	97.49	3,669.62	521.75	20,729.99	521.75	20,729.99
Personal	24.44	741.20	24.44	741.20	109.60	4,182.93	109.60	4,182.93
Jury Duty					7.00	230.14	7.00	230.14
Bereavement Ear	21.00	629.97	21.00	629.97	56.00	1,892.16	56.00	1,892.16
Comp Time	9.98	381.87	9.98	381.87	72.69	2,677.81	72.69	2,677.81
Travel	0.48	16.23	0.48	16.23	0.73	25.50	0.73	25.50
Meetings	3.75	116.22	3.75	116.22	3.75	116.22	3.75	116.22
Snow Day	19.50	773.69	19.50	773.69	19.50	773.69	19.50	773.69
Total Gross Pay:	1,512.00	57,825.58	1,512.00	57,825.58	6,301.89	240,305.47	6,301.89	240,305.47
Employee Taxes:								
SOC SEC EE		3,302.34		3,302.34		14,008.61		14,008.61
MED EE		772.28		772.28		3,276.20		3,276.20
FEDERAL WH		5,166.60		5,166.60		21,924.03		21,924.03
NEW YORK WH		2,374.28		2,374.28		10,092.61		10,092.61
Total Employee Taxes:		11,615.50		11,615.50		49,301.45		49,301.45
Deductions:								
Medical Pre-tax		4,541.82		4,541.82		14,299.02		14,299.02
Aflac		20.25		20.25		60.75		60.75
NYS Retirement		1,178.71		1,178.71		4,972.99		4,972.99
Retirement Loan		124.00		124.00		496.00		496.00
AXA Equitable		700.00		700.00		2,800.00		2,800.00
CSEA Benefit Fd		166.00		166.00		704.00		704.00
NYS Def Comp		2,802.81		2,802.81		11,104.58		11,104.58
CSEA Ins		59.90		59.90		239.60		239.60
Disability		57.00		57.00		190.00		190.00
CSEA Dues		509.86		509.86		2,189.82		2,189.82
Pearl Carroll		24.79		24.79		99.16		99.16
Met Life		120.00		120.00		480.00		480.00
Total Deductions:		10,305.14		10,305.14		37,635.92		37,635.92
Netpay:		35,904.94		35,904.94		153,368.10		153,368.10
Employer Taxes:								
SOC SEC ER		3,302.34		3,302.34		14,008.61		14,008.61
MED ER		772.28		772.28		3,276.20		3,276.20
Total Employer Taxes:		4,074.62		4,074.62		17,284.81		17,284.81

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(3 - Librarian Full Time) Totals								
Pays:								
Sunday	50.00	3,854.50	50.00	3,854.50	167.00	12,681.61	167.00	12,681.61
Holiday					1,316.00	72,489.95	1,316.00	72,489.95
Regular	2,208.63	123,603.98	2,208.63	123,603.98	7,560.60	423,271.79	7,560.60	423,271.79
Sick	176.48	9,209.51	176.48	9,209.51	501.87	25,309.77	501.87	25,309.77
Vacation	155.82	8,179.49	155.82	8,179.49	716.04	37,588.88	716.04	37,588.88
Personal	24.53	1,212.12	24.53	1,212.12	165.61	8,652.91	165.61	8,652.91
Bereavement Ear	7.00	486.72	7.00	486.72	21.00	1,278.32	21.00	1,278.32
Comp Time	18.04	971.36	18.04	971.36	210.00	11,907.45	210.00	11,907.45
NYS CP					7.00	367.97	7.00	367.97
Travel	7.25	369.13	7.25	369.13	9.75	514.17	9.75	514.17
Meetings	31.50	2,049.70	31.50	2,049.70	60.38	3,332.38	60.38	3,332.38
Medical Screen	4.00	331.67	4.00	331.67	6.00	452.27	6.00	452.27
Snow Day	26.75	1,447.44	26.75	1,447.44	26.75	1,447.44	26.75	1,447.44
Total Gross Pay:	2,710.00	151,715.62	2,710.00	151,715.62	10,768.00	599,294.91	10,768.00	599,294.91
Employee Taxes:								
SOC SEC EE		8,899.54		8,899.54		35,635.87		35,635.87
MED EE		2,081.36		2,081.36		8,334.21		8,334.21
FEDERAL WH		18,086.21		18,086.21		72,258.07		72,258.07
NEW YORK WH		7,161.18		7,161.18		28,701.24		28,701.24
Total Employee Taxes:		36,228.29		36,228.29		144,929.39		144,929.39
Deductions:								
Medical Pre-tax		8,174.34		8,174.34		24,523.02		24,523.02
NYS Retirement		1,871.66		1,871.66		7,328.29		7,328.29
Retirement Loan		868.00		868.00		3,472.00		3,472.00
AXA Equitable		2,048.00		2,048.00		8,192.00		8,192.00
CSEA Benefit Fd		296.00		296.00		1,184.00		1,184.00
NYS Def Comp		2,192.35		2,192.35		8,767.21		8,767.21
CSEA Ins		33.87		33.87		135.48		135.48
Disability		137.75		137.75		413.25		413.25
CSEA Dues		1,224.65		1,224.65		4,862.90		4,862.90
Post Tax SCP		60.93		60.93		243.72		243.72
Pearl Carroll		15.65		15.65		62.60		62.60
Met Life		600.00		600.00		1,900.00		1,900.00
Total Deductions:		17,523.20		17,523.20		61,084.47		61,084.47
Netpay:		97,964.13		97,964.13		393,281.05		393,281.05
Employer Taxes:								
SOC SEC ER		8,899.54		8,899.54		35,635.87		35,635.87
MED ER		2,081.36		2,081.36		8,334.21		8,334.21
Total Employer Taxes:		10,980.90		10,980.90		43,970.08		43,970.08

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(5 - Custodial Full Time) Totals								
Pays:								
Holiday					35.00	1,318.56	35.00	1,318.56
Regular	61.50	2,326.90	61.50	2,326.90	213.50	8,063.02	213.50	8,063.02
Sick	7.00	264.85	7.00	264.85	8.00	302.41	8.00	302.41
Vacation					14.00	529.70	14.00	529.70
Personal					7.43	279.36	7.43	279.36
Comp Time					0.57	21.43	0.57	21.43
Snow Day	1.50	56.75	1.50	56.75	1.50	56.75	1.50	56.75
Total Gross Pay:	70.00	2,648.50	70.00	2,648.50	280.00	10,571.23	280.00	10,571.23
Employee Taxes:								
SOC SEC EE		164.21		164.21		655.42		655.42
MED EE		38.40		38.40		153.28		153.28
FEDERAL WH		220.55		220.55		879.46		879.46
NEW YORK WH		122.52		122.52		488.83		488.83
Total Employee Taxes:		545.68		545.68		2,176.99		2,176.99
Deductions:								
CSEA Benefit Fd		8.00		8.00		32.00		32.00
CSEA Dues		34.99		34.99		138.94		138.94
Total Deductions:		42.99		42.99		170.94		170.94
Netpay:		2,059.83		2,059.83		8,223.30		8,223.30
Employer Taxes:								
SOC SEC ER		164.21		164.21		655.42		655.42
MED ER		38.40		38.40		153.28		153.28
Total Employer Taxes:		202.61		202.61		808.70		808.70

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(7 - Messenger / Groundskeeper) Totals								
Pays:								
Sunday	9.00	260.99	9.00	260.99	27.00	777.85	27.00	777.85
Holiday					35.00	668.68	35.00	668.68
Regular	66.50	1,285.60	66.50	1,285.60	237.50	4,569.08	237.50	4,569.08
Personal					1.61	30.51	1.61	30.51
Comp Time					2.39	45.29	2.39	45.29
Snow Day	3.50	67.66	3.50	67.66	3.50	67.66	3.50	67.66
Total Gross Pay:	79.00	1,614.25	79.00	1,614.25	307.00	6,159.07	307.00	6,159.07
Employee Taxes:								
SOC SEC EE		100.08		100.08		381.86		381.86
MED EE		23.41		23.41		89.31		89.31
FEDERAL WH		109.49		109.49		403.30		403.30
NEW YORK WH		64.69		64.69		242.37		242.37
Total Employee Taxes:		297.67		297.67		1,116.84		1,116.84
Deductions:								
NYS Retirement		48.43		48.43		184.77		184.77
CSEA Benefit Fd		8.00		8.00		32.00		32.00
Total Deductions:		56.43		56.43		216.77		216.77
Netpay:		1,260.15		1,260.15		4,825.46		4,825.46
Employer Taxes:								
SOC SEC ER		100.08		100.08		381.86		381.86
MED ER		23.41		23.41		89.31		89.31
Total Employer Taxes:		123.49		123.49		471.17		471.17

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Grand Totals								
Pays:								
Sunday	101.00	6,141.24	101.00	6,141.24	316.50	19,362.70	316.50	19,362.70
Holiday					2,177.00	104,407.17	2,177.00	104,407.17
Regular	3,489.11	171,914.89	3,489.11	171,914.89	12,271.78	597,397.66	12,271.78	597,397.66
Sick	324.36	14,246.98	324.36	14,246.98	847.06	37,962.22	847.06	37,962.22
Vacation	253.31	11,849.11	253.31	11,849.11	1,251.79	58,848.57	1,251.79	58,848.57
Personal	48.97	1,953.32	48.97	1,953.32	284.25	13,145.71	284.25	13,145.71
Jury Duty					7.00	230.14	7.00	230.14
Bereavement Ear	28.00	1,116.69	28.00	1,116.69	77.00	3,170.48	77.00	3,170.48
Comp Time	28.02	1,353.23	28.02	1,353.23	285.65	14,651.98	285.65	14,651.98
NYS CP					7.00	367.97	7.00	367.97
Travel	7.73	385.36	7.73	385.36	10.48	539.67	10.48	539.67
Meetings	35.25	2,165.92	35.25	2,165.92	64.13	3,448.60	64.13	3,448.60
Medical Screen	4.00	331.67	4.00	331.67	6.00	452.27	6.00	452.27
Snow Day	51.25	2,345.54	51.25	2,345.54	51.25	2,345.54	51.25	2,345.54
Total Gross Pay:	4,371.00	213,803.95	4,371.00	213,803.95	17,656.89	856,330.68	17,656.89	856,330.68
Employee Taxes:								
SOC SEC EE		12,466.17		12,466.17		50,681.76		50,681.76
MED EE		2,915.45		2,915.45		11,853.00		11,853.00
FEDERAL WH		23,582.85		23,582.85		95,464.86		95,464.86
NEW YORK WH		9,722.67		9,722.67		39,525.05		39,525.05
Total Employee Taxes:		48,687.14		48,687.14		197,524.67		197,524.67
Deductions:								
Medical Pre-tax		12,716.16		12,716.16		38,822.04		38,822.04
Aflac		20.25		20.25		60.75		60.75
NYS Retirement		3,098.80		3,098.80		12,486.05		12,486.05
Retirement Loan		992.00		992.00		3,968.00		3,968.00
AXA Equitable		2,748.00		2,748.00		10,992.00		10,992.00
CSEA Benefit Fd		478.00		478.00		1,952.00		1,952.00
NYS Def Comp		4,995.16		4,995.16		19,871.79		19,871.79
CSEA Ins		93.77		93.77		375.08		375.08
Disability		194.75		194.75		603.25		603.25
CSEA Dues		1,769.50		1,769.50		7,191.66		7,191.66
Post Tax SCP		60.93		60.93		243.72		243.72
Pearl Carroll		40.44		40.44		161.76		161.76
Met Life		720.00		720.00		2,380.00		2,380.00
Total Deductions:		27,927.76		27,927.76		99,108.10		99,108.10
Netpay:		137,189.05		137,189.05		559,697.91		559,697.91
Employer Taxes:								
SOC SEC ER		12,466.17		12,466.17		50,681.76		50,681.76
MED ER		2,915.45		2,915.45		11,853.00		11,853.00
Total Employer Taxes:		15,381.62		15,381.62		62,534.76		62,534.76


 11 Feb 25

PT PR#4 Dated 2/14/25

Client ID: 21SSL - Smithtown Special Library District	PAYROLL SUMMARY	Period Begin Date: 1/25/2025
Pay Group: PT	Smithtown Special Library District	Period End Date: 2/7/2025
Check Date: 2/14/2025		Pay Period: 4
Run Date: 2/11/2025	Run Number: 209	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	84	\$0.00	\$54,871.35
Totals:				84	\$0.00	\$54,871.35
Tax Liabilities	M & T BANK	*****0046	*****9349		\$0.00	\$16,440.05
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	\$267.75
Totals:					\$0.00	\$16,707.80
Total ACH Debit:						Impound Date: 2/13/2025 \$71,579.15
Total Payroll Funding (all items):						\$71,579.15

*** 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	83
Direct Deposits	\$54,871.35	Additional Checks	\$0.00	Additional Checks	0	Inactive Employees Paid	0
**** Total Net Payroll	\$54,871.35	Manual Checks	\$0.00	Manual Checks	0	Terminated Employees Paid	0
		Void Checks/Direct Deposits	\$0.00	Void Checks	0	Total Employees Paid	83
Total Taxes	\$16,440.05	Third Party Sick Checks	\$0.00	Third Party Sick Checks	0	Active Employee Count	85
**** Total Payroll	\$71,311.40	Adjustments	\$0.00	Adjustments	0	Inactive Employee Count	0
		Direct Deposits (84)	\$54,871.35	Vouchers (Direct Deposit)	83	Terminated Employee Count	61
Payroll Adjustments	\$0.00	Total Third Party Pays	\$0.00	Total Third Party Payments	0	Total Employee Count	146
**** Adjusted Total	\$71,311.40	Total Third Party Void Checks	\$0.00	Total Third Party Voids	0	Employees Paid this Month	83
				Zero Net Checks	0	Active Employees this Month	85
						Employees with W2 Data	84
						Active Employees Not Paid	2
						Active (Hired) EEs Not Paid	2

O.K. RL
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*** PAYROLL TAXES ***								
	CURRENT		MTD		QTD		YTD	
Federal Deposits	Wages	Taxes	Wages	Taxes	Wages	Taxes	Wages	Taxes
FEDERAL WH	67,107.52	3,838.34	67,107.52	3,838.34	263,887.24	14,967.41	263,887.24	14,967.41
MED EE (1.450000%)	68,015.18	986.26	68,015.18	986.26	267,379.78	3,877.05	267,379.78	3,877.05
MED ER (1.450000%)	68,015.18	986.26	68,015.18	986.26	267,379.78	3,877.05	267,379.78	3,877.05
SOC SEC EE (6.200000%)	68,015.18	4,216.92	68,015.18	4,216.92	267,379.78	16,577.58	267,379.78	16,577.58
SOC SEC ER (6.200000%)	68,015.18	4,216.92	68,015.18	4,216.92	267,379.78	16,577.58	267,379.78	16,577.58
Total Federal Deposits		14,244.70		14,244.70		55,876.67		55,876.67
State/Local Employee Tax	Wages	Taxes	Wages	Taxes	Wages	Taxes	Wages	Taxes
NEW YORK WH	67,980.08	2,195.35	67,980.08	2,195.35	267,307.47	8,531.41	267,307.47	8,531.41
Total State/Local Employee Tax		2,195.35		2,195.35		8,531.41		8,531.41
Total Taxes		16,440.05		16,440.05		64,408.08		64,408.08

Client ID: 21SSL - Smithtown Special Library District	PAYROLL SUMMARY	Period Begin Date: 1/25/2025
Pay Group: PT	Smithtown Special Library District	Period End Date: 2/7/2025
Check Date: 2/14/2025		Pay Period: 4
Run Date: 2/11/2025	Run Number: 209	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%)	68,015.18	986.26	68,015.18	986.26	267,379.78	3,877.05	267,379.78	3,877.05
SOC SEC ER (6.200000%)	68,015.18	4,216.92	68,015.18	4,216.92	267,379.78	16,577.58	267,379.78	16,577.58
Total Employer Tax		5,203.18		5,203.18		20,454.63		20,454.63

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

Client ID: 21SSL - Smithtown Special Library District
 Pay Group: PT
 Check Date: 2/14/2025
 Run Date: 2/11/2025 Run Number: 209

PAYROLL SUMMARY
 Smithtown Special Library District

Period Begin Date: 1/25/2025
 Period End Date: 2/7/2025
 Pay Period: 4
 Payroll Type: Regular Payroll

*** EARNINGS & DEDUCTIONS ***

	CURRENT		MTD		QTD		YTD	
Earnings	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars
Sunday	29.00	1,197.11	29.00	1,197.11	124.00	5,839.02	124.00	5,839.02
Holiday	0.00	0.00	0.00	0.00	1,059.00	27,525.05	1,059.00	27,525.05
Regular	2,223.63	58,416.81	2,223.63	58,416.81	7,682.58	200,683.62	7,682.58	200,683.62
Sick	64.92	2,099.98	64.92	2,099.98	277.94	8,637.97	277.94	8,637.97
Vacation	111.22	3,662.96	111.22	3,662.96	491.38	15,720.65	491.38	15,720.65
Personal	18.88	719.98	18.88	719.98	138.08	4,040.65	138.08	4,040.65
Bereavement Ear	14.50	279.69	14.50	279.69	32.00	804.33	32.00	804.33
Comp Time	20.74	612.40	20.74	612.40	70.22	1,798.19	70.22	1,798.19
Call Back	0.00	0.00	0.00	0.00	3.00	65.25	3.00	65.25
Snow Removal	0.00	0.00	0.00	0.00	18.00	475.29	18.00	475.29
Sunday Reg	16.00	268.00	16.00	268.00	48.00	802.00	48.00	802.00
Medical Screen	4.00	210.27	4.00	210.27	8.00	341.82	8.00	341.82
Retro Pay	0.00	0.00	0.00	0.00	4.00	97.96	4.00	97.96
Snow Day	22.50	547.98	22.50	547.98	22.50	547.98	22.50	547.98
Total Earnings	2,525.39	68,015.18	2,525.39	68,015.18	9,978.70	267,379.78	9,978.70	267,379.78
Memo Calculations	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars
MemoSundayHours	45.00	0.00	45.00	0.00	122.00	0.00	122.00	0.00
Total Memo Calculations	45.00	0.00	45.00	0.00	122.00	0.00	122.00	0.00
Deductions		Dollars		Dollars		Dollars		Dollars
NYS Retirement		872.56		872.56		3,420.23		3,420.23
CSEA Benefit Fd		60.86		60.86		283.90		283.90
NYS Def Comp		35.10		35.10		72.31		72.31
Disability		80.75		80.75		242.25		242.25
CSEA Dues		844.11		844.11		3,344.79		3,344.79
Post Tax SCP		13.58		13.58		58.58		58.58
Total Deductions		1,906.96		1,906.96		7,422.06		7,422.06

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

O.K. RL
 13 Feb 25

Client ID: 21SSL - Smithtown Special Library District	LABOR ALLOCATION SUMMARY	Period Begin Date: 1/25/2025
Pay Group: PT	Smithtown Special Library District	Period End Date: 2/7/2025
Check Date: 2/14/2025		Pay Period: 4
Run Date: 2/11/2025	Run Number: 209	Payroll Type: Regular Payroll
Group By: Position Category		

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(2 - Clerical Part Time) Totals								
Pays:								
Sunday	20.00	897.62	20.00	897.62	68.50	3,035.97	68.50	3,035.97
Holiday					445.50	11,805.26	445.50	11,805.26
Regular	954.52	26,019.38	954.52	26,019.38	3,128.25	84,338.66	3,128.25	84,338.66
Sick	34.50	1,059.79	34.50	1,059.79	163.81	4,685.64	163.81	4,685.64
Vacation	67.74	1,905.30	67.74	1,905.30	278.68	7,947.32	278.68	7,947.32
Personal	5.24	137.56	5.24	137.56	77.43	2,046.17	77.43	2,046.17
Bereavement Ear	5.50	124.92	5.50	124.92	23.00	649.56	23.00	649.56
Comp Time					30.83	850.69	30.83	850.69
Medical Screen					4.00	131.55	4.00	131.55
Retro Pay					1.00	32.71	1.00	32.71
Snow Day	7.50	213.48	7.50	213.48	7.50	213.48	7.50	213.48
Total Gross Pay:	1,095.00	30,358.05	1,095.00	30,358.05	4,228.50	115,737.01	4,228.50	115,737.01
Employee Taxes:								
SOC SEC EE		1,882.20		1,882.20		7,175.69		7,175.69
MED EE		440.22		440.22		1,678.21		1,678.21
FEDERAL WH		1,672.58		1,672.58		6,126.88		6,126.88
NEW YORK WH		1,023.08		1,023.08		3,789.91		3,789.91
Total Employee Taxes:		5,018.08		5,018.08		18,770.69		18,770.69
Deductions:								
NYS Retirement		438.19		438.19		1,730.97		1,730.97
CSEA Benefit Fd		25.33		25.33		126.65		126.65
Disability		38.00		38.00		114.00		114.00
CSEA Dues		510.59		510.59		2,025.67		2,025.67
Post Tax SCP		13.58		13.58		58.58		58.58
Total Deductions:		1,025.69		1,025.69		4,055.87		4,055.87
Netpay:	24,314.28		24,314.28		92,910.45		92,910.45	
Employer Taxes:								
SOC SEC ER		1,882.20		1,882.20		7,175.69		7,175.69
MED ER		440.22		440.22		1,678.21		1,678.21
Total Employer Taxes:		2,322.42		2,322.42		8,853.90		8,853.90

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(4 - Librarian Part Time) Totals								
Pays:								
Sunday					24.00	1,763.63	24.00	1,763.63
Holiday					153.00	6,375.80	153.00	6,375.80
Regular	303.00	13,005.68	303.00	13,005.68	1,107.09	47,434.51	1,107.09	47,434.51
Sick	14.42	751.68	14.42	751.68	62.95	2,952.34	62.95	2,952.34
Vacation	32.48	1,371.56	32.48	1,371.56	137.32	6,000.15	137.32	6,000.15
Personal	12.49	542.06	12.49	542.06	26.03	1,140.28	26.03	1,140.28
Comp Time	8.61	337.94	8.61	337.94	8.61	337.94	8.61	337.94
Medical Screen	4.00	210.27	4.00	210.27	4.00	210.27	4.00	210.27
Snow Day	2.00	84.53	2.00	84.53	2.00	84.53	2.00	84.53
Total Gross Pay:	377.00	16,303.72	377.00	16,303.72	1,525.00	66,299.45	1,525.00	66,299.45
Employee Taxes:								
SOC SEC EE		1,010.82		1,010.82		4,110.57		4,110.57
MED EE		236.40		236.40		961.32		961.32
FEDERAL WH		1,122.00		1,122.00		4,747.85		4,747.85
NEW YORK WH		655.84		655.84		2,672.30		2,672.30
Total Employee Taxes:		3,025.06		3,025.06		12,492.04		12,492.04
Deductions:								
NYS Retirement		282.96		282.96		1,131.01		1,131.01
CSEA Benefit Fd		35.53		35.53		157.25		157.25
Disability		23.75		23.75		71.25		71.25
CSEA Dues		258.51		258.51		1,021.06		1,021.06
Total Deductions:		600.75		600.75		2,380.57		2,380.57
Netpay:		12,677.91		12,677.91		51,426.84		51,426.84
Employer Taxes:								
SOC SEC ER		1,010.82		1,010.82		4,110.57		4,110.57
MED ER		236.40		236.40		961.32		961.32
Total Employer Taxes:		1,247.22		1,247.22		5,071.89		5,071.89

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(6 - Custodial Part Time) Totals								
Pays:								
Sunday	9.00	299.49	9.00	299.49	31.50	1,039.42	31.50	1,039.42
Holiday					150.00	4,023.48	150.00	4,023.48
Regular	293.00	7,774.56	293.00	7,774.56	1,026.82	27,329.30	1,026.82	27,329.30
Sick	4.00	90.51	4.00	90.51	24.18	544.04	24.18	544.04
Vacation	11.00	386.10	11.00	386.10	58.56	1,499.52	58.56	1,499.52
Personal	1.15	40.36	1.15	40.36	33.44	835.02	33.44	835.02
Comp Time	3.85	135.13	3.85	135.13	7.00	209.60	7.00	209.60
Call Back					3.00	65.25	3.00	65.25
Snow Removal					15.00	418.43	15.00	418.43
Retro Pay					3.00	65.25	3.00	65.25
Snow Day	3.00	69.72	3.00	69.72	3.00	69.72	3.00	69.72
Total Gross Pay:	325.00	8,795.87	325.00	8,795.87	1,355.50	36,099.03	1,355.50	36,099.03
Employee Taxes:								
SOC SEC EE		545.35		545.35		2,238.14		2,238.14
MED EE		127.52		127.52		523.43		523.43
FEDERAL WH		686.25		686.25		2,718.84		2,718.84
NEW YORK WH		363.12		363.12		1,452.11		1,452.11
Total Employee Taxes:		1,722.24		1,722.24		6,932.52		6,932.52
Deductions:								
NYS Def Comp		35.10		35.10		72.31		72.31
Disability		19.00		19.00		57.00		57.00
CSEA Dues		53.78		53.78		213.27		213.27
Total Deductions:		107.88		107.88		342.58		342.58
Netpay:		6,965.75		6,965.75		28,823.93		28,823.93
Employer Taxes:								
SOC SEC ER		545.35		545.35		2,238.14		2,238.14
MED ER		127.52		127.52		523.43		523.43
Total Employer Taxes:		672.87		672.87		2,761.57		2,761.57

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(7 - Messenger / Groundskeeper) Totals								
Pays:								
Holiday					30.00	537.37	30.00	537.37
Regular	33.09	580.60	33.09	580.60	179.42	3,147.74	179.42	3,147.74
Sick	12.00	198.00	12.00	198.00	27.00	455.95	27.00	455.95
Vacation					9.00	146.58	9.00	146.58
Bereavement Ear	9.00	154.77	9.00	154.77	9.00	154.77	9.00	154.77
Snow Removal					3.00	56.86	3.00	56.86
Total Gross Pay:	54.09	933.37	54.09	933.37	257.42	4,499.27	257.42	4,499.27
Employee Taxes:								
SOC SEC EE		57.86		57.86		278.95		278.95
MED EE		13.53		13.53		65.24		65.24
NEW YORK WH		21.14		21.14		97.23		97.23
Total Employee Taxes:		92.53		92.53		441.42		441.42
Deductions:								
CSEA Dues		21.23		21.23		84.79		84.79
Total Deductions:		21.23		21.23		84.79		84.79
Netpay:		819.61		819.61		3,973.06		3,973.06
Employer Taxes:								
SOC SEC ER		57.86		57.86		278.95		278.95
MED ER		13.53		13.53		65.24		65.24
Total Employer Taxes:		71.39		71.39		344.19		344.19

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(8 - Pages) Totals								
Pays:								
Holiday					280.50	4,783.14	280.50	4,783.14
Regular	640.02	11,036.59	640.02	11,036.59	2,241.00	38,433.41	2,241.00	38,433.41
Vacation					7.82	127.08	7.82	127.08
Personal					1.18	19.18	1.18	19.18
Comp Time	8.28	139.33	8.28	139.33	23.78	399.96	23.78	399.96
Sunday Reg	16.00	268.00	16.00	268.00	48.00	802.00	48.00	802.00
Snow Day	10.00	180.25	10.00	180.25	10.00	180.25	10.00	180.25
Total Gross Pay:	674.30	11,624.17	674.30	11,624.17	2,612.28	44,745.02	2,612.28	44,745.02
Employee Taxes:								
SOC SEC EE		720.69		720.69		2,774.23		2,774.23
MED EE		168.59		168.59		648.85		648.85
FEDERAL WH		357.51		357.51		1,373.84		1,373.84
NEW YORK WH		132.17		132.17		519.86		519.86
Total Employee Taxes:		1,378.96		1,378.96		5,316.78		5,316.78
Deductions:								
NYS Retirement		151.41		151.41		558.25		558.25
Total Deductions:		151.41		151.41		558.25		558.25
Netpay:		10,093.80		10,093.80		38,869.99		38,869.99
Employer Taxes:								
SOC SEC ER		720.69		720.69		2,774.23		2,774.23
MED ER		168.59		168.59		648.85		648.85
Total Employer Taxes:		889.28		889.28		3,423.08		3,423.08

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Grand Totals								
Pays:								
Sunday	29.00	1,197.11	29.00	1,197.11	124.00	5,839.02	124.00	5,839.02
Holiday					1,059.00	27,525.05	1,059.00	27,525.05
Regular	2,223.63	58,416.81	2,223.63	58,416.81	7,682.58	200,683.62	7,682.58	200,683.62
Sick	64.92	2,099.98	64.92	2,099.98	277.94	8,637.97	277.94	8,637.97
Vacation	111.22	3,662.96	111.22	3,662.96	491.38	15,720.65	491.38	15,720.65
Personal	18.88	719.98	18.88	719.98	138.08	4,040.65	138.08	4,040.65
Bereavement Ear	14.50	279.69	14.50	279.69	32.00	804.33	32.00	804.33
Comp Time	20.74	612.40	20.74	612.40	70.22	1,798.19	70.22	1,798.19
Call Back					3.00	65.25	3.00	65.25
Snow Removal					18.00	475.29	18.00	475.29
Sunday Reg	16.00	268.00	16.00	268.00	48.00	802.00	48.00	802.00
Medical Screen	4.00	210.27	4.00	210.27	8.00	341.82	8.00	341.82
Retro Pay					4.00	97.96	4.00	97.96
Snow Day	22.50	547.98	22.50	547.98	22.50	547.98	22.50	547.98
Total Gross Pay:	2,525.39	68,015.18	2,525.39	68,015.18	9,978.70	267,379.78	9,978.70	267,379.78
Employee Taxes:								
SOC SEC EE		4,216.92		4,216.92		16,577.58		16,577.58
MED EE		986.26		986.26		3,877.05		3,877.05
FEDERAL WH		3,838.34		3,838.34		14,967.41		14,967.41
NEW YORK WH		2,195.35		2,195.35		8,531.41		8,531.41
Total Employee Taxes:		11,236.87		11,236.87		43,953.45		43,953.45
Deductions:								
NYS Retirement		872.56		872.56		3,420.23		3,420.23
CSEA Benefit Fd		60.86		60.86		283.90		283.90
NYS Def Comp		35.10		35.10		72.31		72.31
Disability		80.75		80.75		242.25		242.25
CSEA Dues		844.11		844.11		3,344.79		3,344.79
Post Tax SCP		13.58		13.58		58.58		58.58
Total Deductions:		1,906.96		1,906.96		7,422.06		7,422.06
Netpay:		54,871.35		54,871.35		216,004.27		216,004.27
Employer Taxes:								
SOC SEC ER		4,216.92		4,216.92		16,577.58		16,577.58
MED ER		986.26		986.26		3,877.05		3,877.05
Total Employer Taxes:		5,203.18		5,203.18		20,454.63		20,454.63

OIC, RZ

17 Feb 25



Summary of Friends of The Smithtown Library meeting on Wednesday, February 12th, 2025

1. Pledge
2. Minutes of the meeting on Monday, January 13th, 2025.
3. Correspondence – None.
4. Membership – Membership reverts to only the number of lifetime members for the time being, until the 2025 membership letter is sent out.
5. Book sales - A total of \$740.71 was collected in the month of January from all three buildings. The breakdown by building is as follows:
 - Commack - \$121.25
 - Kings Park - \$151.22
 - Nesconset - \$468.24

There will be an additional category of “corporate member” added at \$50.00
6. Treasurer’s Report as of 3/31/24:
 - a. Checking -\$20,470.62
 - b. Savings -\$1,084.72
 - c. Money Market -\$59,594.16
7. Old Business:
 - a. Garage Sale Fundraiser – Julie Delaney is working on the announcement for the event. It is currently scheduled for May 10th, with May 17th as a rain date. It will take place in the staff parking lot of the Nesconset Building from 10:00 AM – 3:00 PM and each spot will be priced at \$25/each.
 - b. By-Laws Recommendations – The committee met at the end of January to review the By-laws. Julie Delaney will reach out to Kevin Seaman for advice and recommendations on items such as voting, the 501(c)(3) status, etc. Any changes to the by-laws will be presented 2 weeks in advance and require a 2/3 majority vote of those present.
 - c. Membership Letter – The 2025 membership letter has been written and sent to Julie for review.
 - d. Scholarship – The committee has decided that the scholarship amounts will be \$1500 and \$750. Notice of the scholarship will go out with an acceptance date to begin 3/14/25 until 5/16/25, with the winners being announced on 6/6/25.

8. New Business:

- a. January Raffle – The snowflake themed January raffle was a great success and profited \$975.00. It was decided that there will be a March raffle of a St. Patrick's Day theme. Anita made a motion to approve \$150.00 for the March raffle and Caroline 2nd the motion.

9. Appropriations:

- None

10. Date of next meeting – Scheduled for March 19th at 7:00 PM at the Nesconset building.

11. Motion to Adjourn at 7:43 PM.

Respectfully submitted by Christopher Sarvis



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

DIRECTOR'S REPORT

February 2025

Personnel

Congratulations to Assistant Library Director Eileen Caulfield for welcoming another grandchild. Her daughter Meghan gave birth to a baby girl, Aila Marie, on January 22.

Buildings & Grounds

People Counters: During the month of January, a total of 24,066 patrons visited our Library buildings. The breakdown, by building, is as follows: Commack (6,699); Kings Park (6,922); and Nesconset (10,445).

Flag Collection Box: During the month of January, 28 American flags were deposited in the flag collection box that is located at the front entrance of our Smithtown building.

Legislative

Library Advocacy Day: On Wednesday, February 5, a small group of Smithtown Library staff participated in the New York Library Association's (NYLA) Advocacy Day in Albany. Meetings were scheduled with elected officials to discuss NYLA's State Budget Priorities for the year. While encouraging, these funding levels are still not sufficient for the needs of New York's library community. As such, NYLA and Library supporters spent the day advocating for NYLA's full budget requests during the meetings with the legislators.

Special Legislative Aid Checks: The Library wishes to thank Assemblyman Mike Fitzpatrick for securing \$20,000 in aid on behalf of the Smithtown Library. I personally thanked the Assemblyman when I met with him in his office during Advocacy Day on February 5. I told him that the money would be applied to our future Government Services Department that will be located in the newly constructed lower level of our Smithtown building. A photo-op with Assemblyman Fitzpatrick to thank him is currently in the works.

IT Network

The removal of telecommunications wiring in the lower level of our Smithtown building has been completed. The wiring on the main level and mezzanine area was not disturbed during the process. This was a time consuming task, since the wiring was originally run together to cover all three levels of our building. Testing the upstairs lines to confirm that they weren't damaged during the demolition of the lower level will begin shortly.

January Statistics: Faxes—The Library had a total of 1,314 pages sent by fax. The breakdown, by building, is as follows: Commack (415); Kings Park (444); and Nesconset (455). Patron Release Stations—The Library had a total of 2,508 pages printed on the patron release stations. The breakdown, by building, is as follows: Commack (460); Kings Park (755); and Nesconset (1,293). WiFi—Users per building in January are as follows: Commack (802); Kings Park (551); and Nesconset (1,726).

Public Relations and Programs

Passport Acceptance Facility and Patent & Trademark Research Center Services Statistics: Our Government Services Department is off to a productive start to the new year and we have every reason to believe that our usage will see an upward trend. The January PAF totals are as follows: 53 passport reference questions and 61 applications processed. There were 43 photos taken. Total Revenue for the Library was \$2,737. The January PTRC stats are as follows: 4 appointments were made. There were 8 reference questions. There were 0 outreach events in December. No Senior ID cards were issued to individuals in January.

Outreach and Library of Things Statistics: The statistics for the month of December are as follows: Library of Things Circulation—The Library had a total of 152 items that circulated. Hotspots—The Library had 127 hotspots circulate. Nursing Home Visits—The Library had 5 visits. There was a total of 55 people in attendance. The Library processed 4 new library cards. There were 237 transactions. All Abilities Programs—The Library had 8 sessions. There was 1 outreach session. There were 97 people who attended the sessions.

Catholic Health Services Bus: On January 22, the traveling community outreach bus was in the parking lot of our Nesconset building to provide free blood pressure, cholesterol, body mass index and glucose screenings, along with patient education and referrals, as needed.

Stop & Shop Community Bag Program: I am happy to report that Stop & Shop supermarket has once again selected the Friends of the Smithtown Library as a nonprofit partner in the Stop & Shop Community Bag Program. The Friends will receive \$1.00 for each \$2.50 reusable Community Bag that is sold during the month of March 2025 at their Smithtown supermarket located at 291 West Main Street.

Conferences and Meetings and Workshops

From January 22-26, I attended the American Library Association LibLearnX Conference in Phoenix, AZ. Some highlights of my time at the conference were: a tour of the Burton Barr Central Library, where I got to explore the artwork and architecture of the flagship location in Phoenix. Designed by renowned architect Will Bruder, the five-story tall library contains works of art, including sculptures, paintings, and fiber arts. The walking tour covered highlights of the art collection and explained the design elements that went into making Burton Barr Central Library a local landmark. I also had an opportunity to tour their local history collection and speak to library specialists about how they store their valuable materials; I attended a program called *"Harnessing the Power of Education for Climate Work: Libraries Chart a Path for the Future"*. The American Library Association (ALA) has partnered with the Sustainable Libraries Initiative (SLI) to launch the National Climate Action Strategy for Libraries (NCAS). The workshop had us work through the NCAS implementation guide and discuss practical strategies for climate change mitigation, adaptation, climate justice work, and community resilience. After the session ended, we all walked away with fresh ideas and new connections. Of note, Hauppauge Public Library Director was one of the speakers of this workshop.

On Wednesday, January 29, I attended a Rotary Club of Smithtown Sunrise meeting that was held at the Akropolis Restaurant in Nesconset.

On Tuesday, February 4, I attended the New Yorkers for Better Libraries PAC Pre-Advocacy Day Cocktail Party, held at the Hollow Bar and Kitchen in Albany, NY.

On Wednesday, February 5, I attended Library Advocacy Day in Albany, NY.

On Thursday, February 13, I attended a Rotary Club of Smithtown Sunrise meeting that was held at the Millenium Diner in Smithtown.

On Tuesday, February 11, I attended an SCLS Long Range Planning Advisory Committee that was held at SCLS.

Respectfully Submitted,


Robert Lusak, Library Director

February 14, 2025

AMENDED - DECEMBER - 2024 MONTHLY STATISTICAL REPORT - ALL BUILDINGS								
LIBRARY COLLECTION	Item	2023	Current	YTD	Current	YTD	YTD Net	Approximate
	Code	Holdings	Additions	Additions	Withdrawals	Withdrawals	Changes	Holdings
Adult Fiction Books	1	81,532	571	7,210	351	7,781	(571)	80,961
Adult Nonfiction Books	2	99,452	320	4,792	443	7,022	(2,230)	97,222
Subtotal Adult Books		180,984	891	12,002	794	14,803	(2,801)	178,183
Juvenile Fiction Books	3	61,645	489	4,344	172	5,409	(1,065)	60,580
Juvenile Nonfiction Books	4	31,699	106	1,238	72	1,643	(405)	31,294
Subtotal Juv Books		93,344	595	5,582	244	7,052	(1,470)	91,874
Subtotal All Books		274,328	1,486	17,584	1,038	21,855	(4,271)	270,057
Adult Periodical (Serial)	5	10,352	353	6,025	607	10,655	(4,630)	5,722
Juvenile Periodical (Serial)	s	314	15	219	7	688	(469)	(155)
Subtotal Magazines		10,666	368	6,244	614	11,343	(5,099)	5,567
Adult Audio Recordings	a	20,626	74	1,088	145	7,837	(6,749)	13,877
Juvenile Audio Recordings	v	1,292	2	34	2	101	(67)	1,225
Subtotal Audio Recordings		21,918	76	1,122	147	7,938	(6,816)	15,102
Adult Video Recording	6	37,118	238	1,813	22	11,886	(10,073)	27,045
Juvenile Video Recording	j	6,945	11	286	36	528	(242)	6,703
Subtotal Video Recording		44,063	249	2,099	58	12,414	(10,315)	33,748
Subtotal Adult A/V		57,744	312	2,901	167	19,723	(16,822)	40,922
Subtotal Juvenile A/V		8,237	13	320	38	629	(309)	7,928
Subtotal All A/V		65,981	325	3,221	205	20,352	(17,131)	48,850
Other	9	818	1	84	2	25	59	877
Grand Total Library Collection		351,793	2,180	27,133	1,859	53,575	(26,442)	325,351
								325,351
PEOPLE VISITED LIBRARY		Current	YTD		PATRON REGISTRATIONS		Current	YTD
Library Visits (LIVE/On-Site)		20,848	372,769		Adult Registrations		155	3,939
SCKN Internet/ Social Media		27,965	417,644		Juvenile Registrations		32	1,146
					Total Borrower Registrations		187	5,085
CIRCULATION TRANSACTIONS		Current	YTD					
Checkouts		20,237	333,389					
Renewals		24,927	327,178			YTD Self Check	YTD Online	YTD Txt Msg
Downloadable Check-Outs		32,299	388,856			13,971	(not applic.)	(not applic.)
Hot Spot Check-Outs		133	1,572			334	316,297	0
Library of Things		164	11,203			Included in Circulation Transaction totals at left.		
Grand Total Library Circulation		77,760	1,062,198					
INTERLIBRARY LOAN		Current	YTD			SERVICES		
Borrowed		3,868	48,066				Current	YTD
Loaned		2,695	47,804			Curbside Visits	0	47
Total Interlibrary Loan		6,563	95,870			FAX (Pages)	1,318	16,250
						LearnLab Uses	0	1,269
RESERVES PLACED		Current	YTD			Microfilm	0	23
		6,537	95,184			Museum Pass	130	2,214
					Incl w/ Adt prog	Notary	315	5,848
COMPUTER USE		Current	YTD			Senior ID Cards	3	63
Adult		1,461	23,545		Incl w/ Adt prog	Homebound	(year end summary)	1305
Juvenile		411	6,013		*	Station Sessions	0	269
Total Computer Internet Use		1,872	29,558			Patron Printer Pgs	2021	28324
						* Now reported with ADULT COMPUTER USE		
REFERENCE TRANSACTIONS		Current	YTD			PASSPORT ACCEPTANCE FACILITY		
Adult Reference		3,853	72,097				Current	YTD
Juvenile Reference		1,429	30,860			PAF Questions *included in Adt total	16	444
Total Reference Transactions		5,282	102,957			Applications Processed	23	468
						Passport Photos Taken	12	378
LIBRARY WIDE VIRTUAL REFERENCE		Current	YTD			Revenue	\$ 973.00	\$ 21,675.00
Chat		142	2,082					
Email		77	952					
Social Media		2	69					
*Phone (Used during emergency closures.)								
LIBRARY PROGRAMS		Current	Current	YTD	YTD	YTD Avg.		
		Sessions	Attendance	Sessions	Attendance	Attendance		
Adult Programs		7,310	8,087	8,682	20,906	2		
Young Adult Programs		41	232	506	5,307	10		
Juvenile Programs		106	2,036	1,469	35,327	24		
General Interest Programs		0	0	8	6,250	781		
Total Library Programs		7,457	10,355	10,665	67,790	6		
SUMMER READING PROGRAM		Registered	Sessions	Attendance				
Juvenile		2436	235	7,506				
Young Adult		366	123	1090				
Adult		542	NA	NA				
LIBRARY WIDE YA VIRTUAL		Current	YTD					
Email Interactions		9	120					
Volunteers		120	1,795					

JANUARY - 2025 MONTHLY STATISTICAL REPORT - ALL BUILDINGS								
LIBRARY COLLECTION	Item	2024	Current	YTD	Current	YTD	YTD Net	Approximate
	Code	Holdings	Additions	Additions	Withdrawals	Withdrawals	Changes	Holdings
Adult Fiction Books	1	78,836	530	530	246	246	284	79,120
Adult Nonfiction Books	2	95,534	350	350	438	438	(88)	95,446
Subtotal Adult Books		174,370	880	880	684	684	196	174,566
Juvenile Fiction Books	3	60,095	124	124	779	779	(655)	59,440
Juvenile Nonfiction Books	4	31,263	104	104	115	115	(11)	31,252
Subtotal Juv Books		91,358	228	228	894	894	(666)	90,692
Subtotal All Books		265,728	1,108	1,108	1,578	1,578	(470)	265,258
Adult Periodical (Serial)	5	5,080	443	443	677	677	(234)	4,846
Juvenile Periodical (Serial)	s	298	12	12	22	22	(10)	288
Subtotal Magazines		5,378	455	455	699	699	(244)	5,134
Adult Audio Recordings	a	12,932	48	48	10	10	38	12,970
Juvenile Audio Recordings	v	1,211	1	1	2	2	(1)	1,210
Subtotal Audio Recordings		14,143	49	49	12	12	37	14,180
Adult Video Recording	6	27,281	184	184	47	47	137	27,418
Juvenile Video Recording	j	6,670	1	1	11	11	(10)	6,660
Subtotal Video Recording		33,951	185	185	58	58	127	34,078
Subtotal Adult A/V		40,213	232	232	57	57	175	40,388
Subtotal Juvenile A/V		7,881	2	2	13	13	(11)	7,870
Subtotal All A/V		48,094	234	234	70	70	164	48,258
Other	9	849	2	2	6	6	(4)	845
Grand Total Library Collection		320,049	1,799	1,799	2,353	2,353	(554)	319,495
PEOPLE VISITED LIBRARY		Current	YTD		PATRON REGISTRATIONS		Current	YTD
Library Visits (LIVE/On-Site)		24,066	24,066		Adult Registrations		401	401
SCKN Internet/ Social Media		32,993	32,993		Juvenile Registrations		89	89
					Total Borrower Registrations		490	490
CIRCULATION TRANSACTIONS		Current	YTD					
Checkouts		26,080	26,080			YTD Self Check	YTD Online	YTD Txt Msg
Renewals		20,503	20,503		Checkouts	1,070	(not applic.)	(not applic.)
Downloadable/Streaming Check-Outs		36,788	36,788		Renewals	14	19,706	0
Hot Spot Check-Outs		127	127		Included in Circulation Transaction totals at left.			
Library of Things		152	152					
Grand Total Library Circulation		83,650	83,650					
INTERLIBRARY LOAN		Current	YTD			SERVICES		
Borrowed		4,668	4,668				Current	YTD
Loaned		3,280	3,280			FAX (Pages)	1314	1314
Total Interlibrary Loan		7948	7948		*1 to 1 Adt Prg	Homebound	109	109
						LearnLab Uses	0	0
						Microfilm	0	0
RESERVES PLACED		Current	YTD			Museum Pass	89	89
		8,259	8,259		*1 to 1 Adt Prg	Notary	390	390
						Patron Printer Pgs	2508	2508
COMPUTER USE		Current	YTD			Senior ID Cards	0	0
Adult		1,739	1,739					
Juvenile		522	522			PASSPORT ACCEPTANCE FACILITY		
Total Computer Internet Use		2,261	2,261				Current	YTD
						PAF REF *included in ADT total @ left	140	140
REFERENCE TRANSACTIONS		Current	YTD			Applications Processed	61	61
Adult Reference		5,201	5,201			Passport Photos Taken	43	43
Juvenile Reference		1,900	1,900			Revenue	2737.00	\$ 2,737.00
Total Reference Transactions		7,101	7,101					
SCKN VIRTUAL REFERENCE		Current	YTD		SCKN COMBINED YA		Current	YTD
Chat		167	167		Email Interactions		16	16
Email		63	63		Volunteers		125	125
Social Media		6	6					
*Phone (Used during emergency closures.)								
LIBRARY PROGRAMS		Current	Current	YTD	YTD	YTD Avg.		
		Sessions	Attendance	Sessions	Attendance	Attendance		
Adult Programs		603	1,269	603	1,269	2.1		
Young Adult Programs		33	207	33	207	6.3		
Juvenile Programs		99	2,259	99	2,259	22.8		
General Interest Programs		0	0	0	0	0.0		
Total Library Programs		735	3,735	735	3,735	5.1		

Circulation Activity by Library - January 2025 - Systemwide Totals										
Checkouts and renewals are based on activity done on each library's terminals - not the library's items										
	Current Year To Date Total Checkouts and Renewals	PreviousYear To Date Total Checkouts and Renewals	This Month's Checkouts & Renewals	Checkouts	Checkins	Renewals	Holds	Recall	Total	%
TOTAL FOR SMITHTOWN	25,793	28,518	25,793	25,010	24,839	783	3,025	0	53,657	0
223-Sachem	17,467	18,610	17,467	17,067	15,995	400	1,549	0	35,011	3.8%
260-Emma S Clark	15,859	18,032	15,859	15,532	15,661	327	644	0	32164	3.5%
229-Smithtown-Nesconset	11,759	5,963	11,759	11,359	11,576	400	1,397	0	24,732	2.7%
208-Comsewogue	10,745	11,958	10,745	10,386	10,165	359	943	0	21,853	2.4%
216-Longwood	10,458	11,509	10,458	10,049	12,239	409	1,566	0	24,263	2.7%
231-South Huntington	9,526	9,683	9,526	9,244	10,123	282	581	1	20,231	2.2%
213-Harborfields	9,179	9,101	9,179	9,002	8,787	177	669	0	18,635	2.0%
219-Northport-Main	8,934	8,848	8,934	8,561	8,364	373	825	0	18,123	2.0%
244-Center Moriches	7,572	7,702	7,572	7,287	6,846	285	644	0	15,062	1.7%
211-HHL-Dix Hills	7,350	8,431	7,350	7,070	7,331	280	1,027	0	15,708	1.7%
239-Patchogue Medford	6,969	7,905	6,969	6,591	6,712	378	669	0	14,350	1.6%
228-Smithtown-Kings Park	6,945	6,639	6,945	6,730	6,482	215	664	0	14,091	1.5%
227-Smithtown-Commack	6,932	6,212	6,932	6,788	6,664	144	860	0	14,456	1.6%
215-Lindenhurst	6,916	6,967	6,916	6,758	6,351	158	505	1	13,773	1.5%
210-East Islip	6,561	7,263	6,561	6,439	6,065	122	459	0	13,085	1.4%
224-Sayville	6,324	6,752	6,324	6,238	6,113	86	582	0	13,019	1.4%
230-South Country	6,093	5,945	6,093	5,842	5,579	251	463	2	12,137	1.3%
214-Islip	6,080	6,991	6,080	5,926	5,572	154	423	0	12,075	1.3%
207-Commack	5,967	5,560	5,967	5,772	5,652	195	592	0	12,211	1.3%
233-West Islip	5,874	6,595	5,874	5,773	5,362	101	398	0	11,634	1.3%
203-Brentwood	5,670	6,291	5,670	5,505	5,361	165	542	10	11,583	1.3%
220-Northport-East Northport	5,601	5,418	5,601	5,412	5,660	189	537	0	11,798	1.3%
202-Bayport	5,448	5,358	5,448	5,113	4,615	335	577	0	10,640	1.2%
221-Port Jefferson	5,422	6,206	5,422	5,250	5,039	172	431	0	10,892	1.2%
259-Bayshore-Brightwaters	5,142	5,575	5,142	4,722	4,478	420	512	0	10,132	1.1%
232-West Babylon	5,076	5,476	5,076	4,963	4,939	113	314	0	10,329	1.1%
225-North Shore	5,040	5,358	5,040	4,501	6,496	539	561	1	12,098	1.3%
250-Riverhead	4,822	5,608	4,822	4,568	4,583	254	585	0	9,990	1.1%
245-Hampton Bays	4,334	4,530	4,334	4,114	3,800	220	415	0	8,549	0.9%
240-Huntington Main	4,243	3,808	4,243	3,973	6,656	270	1,021	0	11,920	1.3%
217-Mastic-Moriches-Shirley 1	4,061	4	4,061	3,812	4,277	249	449	0	8,787	1.0%
246-Hauppauge	4,051	4,011	4,051	3,918	3,651	133	347	0	8,049	0.9%
201-Babylon	4,043	4,489	4,043	3,983	3,821	60	290	0	8,154	0.9%
218-North Babylon	3,344	4,120	3,344	3,132	3,002	212	270	1	6,617	0.7%
234-Westhampton	3,324	3,867	3,324	3,145	3,228	179	376	0	6,928	0.8%
205-Central Islip	3,257	3,426	3,257	3,058	2,680	199	226	0	6,163	0.7%
243-Deer Park	3,084	2,836	3,084	2,931	3,911	153	351	0	7,346	0.8%
252-East Hampton	3,064	3,426	3,064	2,958	3,038	106	272	0	6,374	0.7%
206-Cold Spring Harbor	3,050	3,110	3,050	2,877	2,672	173	290	0	6,012	0.7%
251-Elwood	2,765	2,813	2,765	2,626	2,472	139	503	0	5,740	0.6%
255-Rogers Memorial	2,736	5,139	2,736	2,536	2,340	200	229	0	5,305	0.6%
264-Copague	2,734	3,043	2,734	2,629	2,535	105	313	0	5582	0.6%
209-Cutchogue	2,407	2,532	2,407	2,297	2,147	110	243	0	4,797	0.5%
200-Amityville	2,088	3,003	2,088	1,978	1,987	110	244	0	4,319	0.5%
248-John Jermain	2,078	2,058	2,078	2,010	1,799	68	325	0	4,202	0.5%
212-HHL-Melville	2,061	2,125	2,061	1,980	1,966	81	375	0	4,402	0.5%
254-Floyd Memorial	1,960	1,931	1,960	1,802	1,656	158	334	0	3,950	0.4%
253-Mattituck-Laurel	1,832	2,065	1,832	1,714	1,779	118	139	0	3,750	0.4%
247-Southold	1,531	1,876	1,531	1,495	1,539	36	335	0	3,405	0.4%
256-Quogue	1,292	1,228	1,292	1,086	1,189	206	145	0	2,626	0.3%
267-Patchogue Medford-Medgord Branch	1,263	0	1,263	1,066	1,032	197	190	0	2485	0.3%
204-Brookhaven	1,261	1,398	1,261	1,225	1,208	36	138	0	2,607	0.3%
238-Montauk	1,237	1,072	1,237	1,141	1,153	96	166	0	2,556	0.3%
249-Hampton Library	1,138	1,194	1,138	939	1,037	199	127	0	2,302	0.3%
241-Huntington Station	1,011	826	1,011	955	1,104	56	354	0	2,469	0.3%
265-Mastic-Moriches-Mastic Beach 2	1,004	2,374	1,004	967	1,293	37	137	0	2434	0.3%
266-Mastic-Moriches-Moriches 3	998	1,669	998	924	1,178	74	251	0	2427	0.3%
257-Shelter Island	997	1,358	997	910	896	87	299	1	2,193	0.2%
258- Amagansett	734	947	734	700	685	34	132	0	1,551	0.2%
235-Wyandach	385	344	385	304	313	81	24	0	722	0.1%
226-Smithtown-Main	157	9,704	157	133	117	24	104	0	378	0.0%
261-Fisher's Island	46	45	46	46	44	0	0	0	90	0.0%