

**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, April 16, 2024, at 6:30 p.m. in the offices of the Library located at 1 Church Street, Kings Park, NY (Kings Park building).

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

READING AND APPROVAL OF MINUTES

1. Approval of MINUTES

RESOLVED, that the following REGULAR MEETING MINUTES of March 19, 2024 be approved as presented (appended).

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

2. Report of the BUDGET AND FINANCE COMMITTEE

a. *TREASURER'S REPORT*

RESOLVED, that the TREASURER'S REPORT for the month ended March 31, 2024 be approved for filing (appended).

b. WARRANTS

RESOLVED, that the following WARRANTS be approved for payment:

<i>i. Warrant #24 - April</i>	<i>("L" fund) PREPAYS</i>	<i>\$ 14,459.49</i>
<i>ii. Warrant #24 - April</i>	<i>("L" fund) WARRANT</i>	<i>\$ 412,381.84</i>
<i>iii. Warrant #24 - April</i>	<i>("M" fund) WARRANT</i>	<i>\$ 50,239.84</i>
<i>iv. Warrant #24 - April</i>	<i>(PAYROLL #7 – 3/29/24)</i>	<i>\$ 284,786.84</i>
<i>v. Warrant #24 - April</i>	<i>(PAYROLL #8 – 4/12/24)</i>	<i>\$ 267,926.18</i>

3. Report of the PERSONNEL COMMITTEE

a. *PERSONNEL CHANGES*

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

Full-Time Provisional Appointment:

- i. Release of **Angelique Daley** from a temporary full-time promotional appointment to the full-time provisional appointment of Senior Library Clerk, Circulation Department, Kings Park building, at an annual rate of pay of \$50,556.00, effective April 8, 2024, nunc pro nunc, (to fill the vacancy created by the reassignment of Karen Conte to the Smithtown building, effective 4/8/2024).

Part-time Appointment:

- ii. Part-time appointment of **Tiernan O'Rourke** to the position of Page, Smithtown building, at a rate of pay of \$16.00 per hour, effective April 22, 2024 (to fill the vacancy created by the appointment of Grace Gutmann from a part-time Page position into a part-time Library Clerk position, Circulation Department, Smithtown building, effective 3/25/24).

Leave of Absence:

- iii. Leave of absence without pay for **Katie Dunn**, Page, Kings Park building, effective June 24, 2024 through August 18, 2024.

Resignation:

- iv. Resignation of **Taylor Fox**, Library Clerk, Technical Services Department, Nesconset building, effective April 5, 2024.

b. CONFERENCE ATTENDANCE REQUESTS

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

- i. That Library Director **Robert Lusak**, be authorized to attend the 2024 NYLA Spring on the Hill Conference sponsored by the New York Public Library Association, to be held in Albany, NY, from, April 22, 2024 through April 24, 2024, with reimbursement for reasonable expenses incurred with the display of certified receipts. (note: Library Director Robert Lusak is presenting the "Breakfast at the Library: Sharing Your Stories with Elected Officials" program at this conference.)
- ii. That Librarian II **Christine Alexander**, Adult Reference Department, Nesconset building, be authorized to attend, on paid release time, the "Seed Librarians Meet Up & Roundtable" sponsored by the Middle Country Library on April 29, 2024, to be held at the Quogue Wildlife Refuge, Quogue, NY, on April 29, 2024, with reimbursement for actual and necessary expenses not to exceed \$5.00

4. Report of the BUILDINGS AND GROUNDS COMMITTEE

5. Report of the COMMUNICATIONS COMMITTEE

a. MEMORIAL DONATION – Athena Keena

RESOLVED, *that the Board of Trustees of The Smithtown Library does hereby graciously accept and thank the Dogwood Breakfast Club for the generous donation of ONE HUNDRED SIXTY DOLLARS (\$160.00) in memory of retired Dogwood Elementary School teacher Athena Keena, now therefore be it*

RESOLVED, *that said donation is to be used to purchase a puppet tree and puppets for the Smithtown building's Children's Room, and be it*

FURTHER RESOLVED, *that a plaque is to be installed, as requested, to read "Donated in memory of Athena Keena by the Dogwood Breakfast Club".*

6. Report of the STRATEGIC PLANNING COMMITTEE

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

UNFINISHED BUSINESS

8. REVISED POLICY – **Board of Trustees Bylaws** [Policy 100-10] (2nd Reading)

[Note: revisions are noted in underlined bold font; deletions are noted with a strikethrough; revisions from meeting of 3/19/24 are noted in red font]

Preamble

*The Board of Trustees of The Smithtown Special Library District, created by Absolute Charter Number 23424 granted by the Regents of the University of the State of New York on September 13, 2002 ~~according to~~ **in accordance with** the provisions of Section 255 of the New York State Education Law to provide non-partisan public library service free of political influence to the residents of the Township of Smithtown, excluding areas currently served by the Sachem Public Library and by the Emma S. Clark Memorial Library, hereby enact the following Bylaws:*

ARTICLE I - Board of Trustees

1. *The Library shall be governed by a Board of Trustees, hereinafter referred to as the "Board", consisting of **seven** (7) members duly elected by the ~~voting residents~~ **qualified voters** within The Smithtown Special Library District.*
2. *Tenure of Office*
 - a. *Term of Office. Pursuant to Section 3 of Chapter 193, Laws of 2001 the term of office of trustees shall be (3) years.*
 - b. *If a trustee does not complete his/her term a replacement may be chosen, by a majority vote of the remaining Trustees, to serve until the next regularly scheduled Trustee election. At that time a replacement will be elected to fill the remainder of the departed Trustee's term.*
3. *Candidates for the position of Library Trustee shall have their ~~primary~~ domicile within the Library District and shall be eligible to vote in Town of Smithtown elections. No salaried employee of The Smithtown Library shall be eligible for candidacy.*
4. *A Trustee must be present at a meeting to have his/her vote counted, **absent the Board having adopted videoconferencing protocols under the NY Open Meeting Law.***

5. Trustees are required to attend all meetings of the Board (general and executive sessions). A Trustee who, after being duly notified, fails to attend ~~three~~ **two** consecutive meetings of the Board may, according to the provisions of Section 226 of New York State Education Law, be declared to have vacated his/her seat. The Trustees, after review of a written explanation by the absentee Trustee, shall vote, at the next Regular Monthly Meeting of the Board, whether to excuse any or all of such absences and retain the Trustee or to declare the seat vacant. Such vacancies shall be filled according to Article 1, Section 2B **of these Bylaws.**
6. **After a Code of Ethics violation has been determined by a majority of the Board, a Trustee's seat may be declared vacant upon another majority vote of the Board.**

ARTICLE II – Officers

1. **Number**
Pursuant to Section 3 of Chapter 193, Laws of 2001 the officers of the Board of Trustees shall be a President, Vice-President, Clerk, and Treasurer and such other officers as the Board deems necessary.
2. **Election**
Officers shall be elected at the annual organizational meeting **to be** held during the first week of January by a majority vote of the Board of Trustees, and serve for one year.
3. **The President shall:**
 - a. ~~Be the chief executive officer and~~ **designated the** official spokesman **spokesperson** for the Board of Trustees;
 - b. Preside, when present, at all meetings of the Board of Trustees;
 - c. Designate a trustee to perform his/her duties should the Vice-President be unable to do so;
 - d. **Co-sign**, with the Treasurer or any other proper officer of the Library thereunto authorized by the Board of Trustees, any contracts, agreements, or other instruments which the Board of Trustees has authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by law or **by** the Board of Trustees to some other officer or agent of the Library;
 - e. Appoint the liaison(s) of each standing committee; **and be an ex-officio member thereof;**
 - f. Appoint the liaison(s) of each special committee; **and be an ex-officio member thereof.**
4. **The Vice-President shall** preside at all regular and special meetings of the Board of Trustees in the absence of the President and perform all duties of the President in his/her absence.

ARTICLE III - Duties of the Board of Trustees

1. The Board shall hire a qualified Library Director who shall be the Chief Executive and Administrative Officer of The Smithtown Library acting on behalf of the Board and under its review and direction. He/she shall be responsible for those duties ~~contained~~ **set forth** in Article VI, Sections 1 to 28 inclusive.
2. The Board, in consultation with the Library Director, shall consider, formulate and ~~decide on~~ **recommend** all policies affecting the operation of the Library.
3. The Board shall assure the general efficiency and progress of the Library by maintaining good relations with local government; representing the interests of the Library in local community planning; and ~~enlarging~~ **enhancing** public and official understanding of the Library, its purposes, ~~problems~~ **concerns** and progress.

4. The Board may appoint special ad hoc committees from among the residents **and employees and contractors** of the Library District as defined in Article I, Section 1.
5. ~~The President shall preside at all Regular Monthly Meetings of the Board, appoint the "liaisons" of all Board Committees and be an ex-officio member of said committees.~~
5. The Board of Trustees shall make the ~~following~~ appointments **of Clerk, Secretary and Treasurer** at the annual organizational meeting; those appointed shall serve at the pleasure of the Board:
6. **The Clerk shall:**
 - a. See that all notices are duly promulgated as required by law;
 - b. Be the custodian of Library records and of the seal of the Library and see **assure** that the seal is affixed to all **legal** documents, the execution of which on behalf of the Library under its seal ~~is~~ **duly** are to be authorized;
 - c. ~~Keep~~ **Maintain** a register of the post office address **and electronic address** of each member of the Board of Trustees, which shall be furnished to the Clerk by such member.
 - d. ~~Serve the Board as Clerk of the Election.~~ **Oversee and coordinate the Library's Budget Vote and Trustee Election.**
 - e. Assume the duties of the Secretary to the Board in his/her absence.
 - f. By resolution of the Board of Trustees, the Clerk may be paid a stated salary or a fixed sum for his/her respective services. No such payment shall preclude the Clerk from being employed by the Library in any other capacity and receiving compensation therefore.
7. **The Treasurer shall:**
 - a. Be custodian of all Library funds;
 - b. Receive and give receipts for moneys due and payable to the Library from any source whatsoever, and deposit all such moneys in the name of the Library in such banks or other depositories as shall be selected in accordance with Library policy.
 - c. Make a financial report to the Board of Trustees at each meeting and at other times when requested by the President or the Board of Trustees;
 - d. Establish and invest in accounts of any type as need or opportunity arises in accordance with State law and Library policy pursuant to approval of the Board of Trustees.
 - e. By resolution of the Board of Trustees, the Treasurer may be paid a stated salary or a fixed sum for his/her respective services. No such payment shall preclude the Treasurer from being employed by the Library in any other capacity and receiving compensation therefore.
8. **The Secretary shall:**
 - a. Record the minutes of all meetings of the Board of Trustees
 - b. **Co-sign** with the President the approved minutes of all meetings of the Board of Trustees.
 - c. Accept for filing the petitions for Trustee candidates.
 - d. Assume the duties of the Clerk in his/her absence.
 - e. By resolution of the Board of Trustees, the secretary may be paid a stated salary or a fixed sum for his/her respective services. No such payment shall preclude the secretary from being employed by the Library in any other capacity and receiving compensation therefore.
9. The Board shall be authorized to contract with outside professional advisors or consultants, not ~~included~~ **cited** in Article 3, Section 11, on an annual retainer, hourly or per diem basis.

10. The Board hereby agrees that no trustee, including the President, may act or speak on behalf of the Library unless the entire Board specifically bestows that authority.
11. The Board shall be independent of political influence and shall avoid all actions and policies that are in fact or public perception deemed **may be perceived** to be partisan. ~~in nature. Pursuant to its non-partisan policy statement,~~ The Board shall appoint a member to serve as liaison to the Friends of the Smithtown Library, and to any other organization created to support the Library.

ARTICLE IV - Meetings

1. **Regular Meeting**
Regular meetings **of the Board** shall be held each month, at dates and times to be established by the Board of Trustees at the annual organizational meeting and shall be open to the public as required by Section 103 of the Open Meetings Law of the State of New York.
2. **Special Meeting**
Special meetings of the Board of Trustees may be called at any time by ~~or at the request of~~ the President or upon the request of three (3) trustees. The person or persons authorized to call special meetings of the Board of Trustees may fix the location for holding any special meeting of the Board of Trustees at a public place **within the Library District**. Notice of any special meeting shall be in accordance with Section 103 of the Open Meetings Law of the State of New York.
3. **Manner of Acting**
The act of the majority of the “whole number” of (7) Trustees at a meeting at which a quorum is present shall be deemed to be the act of the Board of Trustees.
4. **Electronic Meetings**
Members of the Board of Trustees, standing committees, and special committees are authorized to provide by telephone or through other electronic communications ~~media~~ information pertaining to the Library; provided that, such communications between or among individual trustees is not to constitute a collective decision regarding Library business.
5. **Quorum**
A majority of the designated number of the Board shall constitute a quorum.
6. **Order of Business**
The Order of Business for the Regular Monthly Meeting of the Board shall include, but not be limited to, the following items, which shall be ~~covered~~ **considered** in the sequence shown so far as circumstances will permit:
 - a. Reading and Approval of Minutes
 - b. Reports of Officers, Board, Standing Committees and Director’s Report
 - c. Reports of Special Committees
 - d. Unfinished Business
 - e. Public Comments
 - f. New Business
7. **Annual Organizational Meeting**
An annual organizational meeting shall be held by the Board of Trustees at the beginning of the Library’s administrative year, during the first week of January (day & time to be determined), and shall be open to the public as required by Section 103 of the Open Meetings Law of the State of New York. No general business will be discussed and no public comments will be heard at this meeting.

- a. *Administer the oath of office to newly elected trustees*
- b. *Nomination and election of officers*
- c. *Appointment of Clerk*
- d. *Appointment of Treasurer*
- e. *Appointment of Secretary*
- f. *Appointment of Library Director as financial clerk*
- g. *Establishment of bank depositories and funds as necessary*
- h. *Affirmation of Procurement Policy*
- i. *Affirmation of Investment Policy*
- j. *Appointment of legal professional*
- k. *Appointment of accounting firm*
- l. *Selection of district newspapers and/or news websites to be utilized for public notices of meetings*

ARTICLE V - Committees

1. The following general rules shall apply to all Standing Committees:

- a. *Unless otherwise specified in these by-laws, the term of membership on any committee shall be one year.*
- b. *All committees report to the Board of Trustees. A copy of any committee report shall be furnished to the Board of Trustees prior to the meeting at which the report is to be presented. Committees may report as frequently as needed.*
- c. *No one Board Member may be a member of the majority of committees.*
- d. *In an appropriate case, a liaison of a committee may submit a written request to the Board of Trustees to be relieved of duties. The Board may, in its discretion, accept such request and thereupon it shall appoint a replacement on such committee for the stated period.*
- e. *The Library Director or his/her designee shall attend all committee meetings and may take part in deliberations but shall have no vote.*

2. Standing Committees. The following will be standing committees:

a. Budget and Finance Committee

- i. *Composition: a maximum of two Board members may serve as liaison*
- ii. *Responsibilities*
 - 1. *Acts as Library Board's liaison with the Director on fiscal matters.*
 - 2. *To acquire and disseminate budgetary information to the Board and to interact on a continuous basis with the Library Director on budgetary formulation, budgetary developments, and the utilization of available funds;*
 - 3. *Audit and monitor the financial condition of the Library to ensure that it is carrying out its purpose without extravagance or waste; and*
 - 4. *Ensure that financial records are complete and accurate, and required financial reports are filed with federal and state agencies.*

b. **Buildings and Grounds Committee**

- i. *Composition: a maximum of two Board members may serve as liaisons*
- ii. *Responsibilities*
 1. *Acts as Library Board's liaison with the Director on Building and Grounds matters.*
 2. *Inspect all Library buildings on an "as-required basis", at least once every five (5) years, to ensure compliance with provisions of Building Codes, ADA requirements, safety regulations, and minimum state standards;*
 3. *Assess the need for major repairs, capital equipment, alterations and new construction; and*
 4. *Make certain that the Library continues to provide adequate equipment and connections for access to electronic and digital information.*

c. **Communications Committee**

- i. *Composition: a maximum of two Board members may serve as liaison*
- ii. *Responsibilities*
 1. *Acts as the Library Board's liaison with the Director on Communications matters.*
 2. *Assess the need for new methods of acquainting the general public with the programs and services of the Library; and*
 3. *Reviews plans for promoting library services, materials, and programs.*
 4. **May develop public statements and responses on behalf of the Board as necessary and approved by the majority of the Committee.**
 5. **May be a liaison to the Friends of the Library.**

d. **Personnel Committee**

- i. *Composition: a maximum of two Board members may serve as liaison*
- ii. *Responsibilities*
 1. *Acts as Library Board's liaison with the Director on personnel matters.*
 2. *Review all personnel actions to ensure compliance with Suffolk County Department of Civil Service rules and regulations;*
 3. *To establish, with Board approval, a document on all personnel procedures;*
 4. *To review the written recommendations submitted by the Library Director and to forward its own written recommendation to the Board;*
 5. *Represent the Board of Trustees along with the Library Director during collective negotiations.*

e. **Policy Committee**

- i. *Composition: three Board Member liaisons, one librarian consultant, one union/personnel representative.*
- ii. *Responsibilities*
 1. *Acts as Library Board's liaisons with the Director on policy matters.*
 2. *Regularly reads, reviews and makes recommendations for additions to or changes to Library policies & bylaws.*
 3. **Ensure that all policies are reviewed by appropriate personnel.**

- f. **Strategic Planning Committee**
 - i. **Composition: a maximum of three Board members may serve as liaisons**
 - ii. **Responsibilities**
 - 1. **Reviews Library's Long Range Plan of Service and advises the Board as to the fulfillment of its goals.**

ARTICLE VI - Duties of the Library Director

A. Library Director

Administrative

1. The Library Director shall be the Chief Administrative **and Executive** Officer of The Smithtown Library acting on behalf of the Board and under its review and direction.
2. The Library Director shall ensure compliance with all laws relating to public libraries.
3. The Library Director shall represent The Smithtown Library at all state, regional and national Library Symposiums, whenever possible.
4. The Library Director, in consultation with and subject to the approval of the Board, may hire a qualified Assistant Library Director(s).
5. The Assistant Library Director(s) shall be authorized to perform all the duties of the Library Director in his/her absence.
6. The Library Director shall designate a Librarian who shall be authorized to perform his/her duties, should the Assistant Library Director(s) be unable to do so.
7. The Library Director shall oversee the care and maintenance of the library buildings and grounds, vehicles and equipment.
8. The Library Director shall have the flexibility to adjust goals as necessary.

Board Relations

9. The Library Director shall carry out the policies of The Smithtown Library as adopted by the Board.
10. The Library Director shall attend all meetings of the Board and may take part in deliberations but shall have no vote.
11. The Library Director shall keep the Trustees informed as to the Library's current progress and future needs through regular monthly reports.
12. The Library Director shall submit to the Trustees Monthly Statistical Reports at the Meetings of the Board.
13. The agenda for the Regular Monthly Meeting of the Board shall be prepared by the Library Director and be distributed to the Trustees in a timely manner.
14. **The Library Director shall assist in ensuring that policies and procedures remain non-partisan.**

Personnel

15. The Library Director shall fill all new positions and vacancies according to the provisions of New York State Civil Service Law and the Rules and Regulations of the Suffolk County Department of Civil Service. All appointments are subject to the approval of the Board.

Budget and Finance

16. The Library Director shall coordinate the preparation of the Annual Budget in conjunction with the Treasurer and Budget and Finance Liaison for the ensuing year to be presented to the Trustees for approval not later than the August/September Meeting of the Board.

17. *The Library Director shall have control of the funds set forth pursuant to the Library's Procurement Policy.*
18. *The Library Director will determine the most cost-effective manner for purchase and maintenance of library equipment and supplies.*
19. *The Library Director will ensure that all purchases are in accordance with the competitive bidding provisions of Section 100, et seq. of New York State General Municipal Law.*
20. *The Director shall actively pursue grants and alternative funding for the Library.*

Professional Development

21. *The Library Director shall keep current with knowledge, skills and trends relevant to public libraries and librarianship in general.*
22. *The Library Director shall maintain an active role in professional organizations.*

Community Relations

23. *The Library Director shall serve as the Board's liaison to the community.*
24. *The Library Director shall communicate effectively with the media and ~~receive~~ **assure** adequate media coverage.*
25. *The Library Director shall ~~see~~ **assure** that news releases, notices, library publications, both print and electronic, are continuously produced and updated.*
26. *The Library Director shall respond to public inquires and complaints.*
27. *The Library Director shall promote the Library to enhance the respect and support of the community. He/she shall be available for speaking engagements and perform this public relations function.*
28. *The Library Director shall make recommendations to the Trustees for action which will improve the Library's effectiveness and visibility in the community.*

B. Procedures for the Library Director Evaluation

The Director's confidential evaluation shall be completed annually.

1. *The Library Board will agree upon the evaluation tools.*
2. *Upon receipt of the Library Director's report of the past year's highlights, achievements and recommendations, the Board of Trustees shall evaluate the Library Director's performance and present the Library Director's evaluation ~~at the August board meeting~~ **no later than the December Regular Board meeting**. The evaluation is to be written by the Board President or his/her designee and submitted in narrative format; every member of the Library Board will have the opportunity to review the Library Director's Evaluation; the evaluation is to be signed by each board member and returned in a timely manner. **The evaluation may be reviewed for fairness and objectivity by a confidential Library staff member, the Personnel Assistant prior to being submitted to the Director.***
3. *The Library Board and the Director shall orally discuss the Director's evaluation confidentially ~~at the August~~ **a Regular** Board meeting. The Library Director will sign the evaluations to acknowledge his/her reading of them prior to their placement in his/her personnel folder. The Library Director will be permitted to rebut in writing all or any parts of the evaluations submitted to him/her prior to the ~~August meeting~~ **end of the year**.*

ARTICLE VII - Fiscal Matters

1. The fiscal year of The Smithtown Library shall be January 1 to December 31.
2. A motion to borrow money shall require the affirmative vote of at least 5 members of the 7-member Board.
3. The Treasurer appointed according to Article III, Section 7 shall be authorized to sign all payroll checks and all checks prepared for disbursements. All checks issued for an amount equal to five-thousand dollars (\$5,000.00) or more shall require a second signature by a member of the Board of Trustees of the Smithtown Special Library District who has been designated as a signatory for that account with the exception of routine gross payroll and deduction checks which require only one signature. The Board will receive disbursement and payroll warrants on a monthly basis for review and approval.

ARTICLE VIII - Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the proceedings of the Board of Trustees in all cases to which they are applicable and ~~in which~~ **when** they are not inconsistent with these bylaws.

ARTICLE IX – Amendments

These bylaws may be repealed, amended, or added to by a 2/3 vote of the whole Board at a regular meeting. Such action may be taken, however, only after the substance of the proposed repeal, amendment, or addition has been presented in writing at a prior regular meeting and notice thereof has been given in the notice of the meeting at which it is to be considered. Bylaws should be reviewed for possible revision every three (3) years by a bylaws committee. Bylaws can be reviewed at any time if ~~determined~~ recommended by a simple majority of the Board.

9. REVISED POLICY – **Public Communications** [Policy 700-120] (2nd Reading)

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

1. **Object**

~~This policy is hereby enacted by The Board of Trustees ("Board") of The Smithtown Library ("Library") for the following purposes~~ **hereby adopts as the purposes guiding the Library's public communications:**

- a. to inform ~~citizen's~~ **residents** so that they ~~can~~ **may** make use of ~~and support~~ the Library's services and programs;
- b. to build a positive library image in the community that will encourage residents to use ~~and support~~ the Library's programs and services;
- c. to establish a ~~reputation~~ **foundation** as a nonpartisan, ~~nonsectarian,~~ **and** nonbiased meeting ground for ~~all ideas~~ **the dissemination and discussion of topics;**
- d. to ensure accurate, **accountable and** professional communication ~~of library services and programs,~~ **of library information; and**
- e. to ensure timely ~~and accurate two-way communication between the Library and its public~~ **dialogue between the Library and its constituents.**

2. **Policy**

The Library's ~~policy~~ **intention** is to establish and maintain open, two-way communication between the Library and ~~various publics~~ **the communities** the Library serves. The Library will adopt and carry-out a planned public communications program that will inform its ~~citizens~~ **residents** of the Library's programs and services, promote all ~~citizens'~~ **residents'** use of the Library and establish the Library as a ~~nonpartisan~~ **functioning, engaging and receptive** meeting ground for all ideas.

3. **Goals**

Public communication goals of the ~~Smithtown~~ Library are: (1) to promote a ~~good~~ **sound** understanding of the Library's objectives and services among ~~governing~~ **governmental** officials, civic leaders and the general public; (2) to promote active participation in the varied programs and services offered by the Library to ~~people~~ **residents** of all ages.

4. **Responsibilities**

The Board recognizes that public communications ~~involves~~ **should respect** every person who has a connection with the Library. The Board urges its own members and all library employees to realize that they represent the Library in ~~every~~ **each** public contact **within which they engage**.

5. **Outreach**

The Library Director shall designate **community** outreach staff to ~~make~~ **conduct** presentations to promote Library programs and services. A reasonable amount of library time will be allowed for preparation and speaking **to community members**.

Materials to be used by press, radio, **digital marketing** or television must be approved by the Library Director or his/her designee.

6. **Coordination of Speaking Engagements**

Speaking engagements ~~made~~ **engaged in** by library trustees and staff on behalf of the Library will be coordinated by the Library Director or his/her designee.

7. **Publications**

The Board will establish a publications budget to ~~cover~~ **absorb** costs related to printing, publication, supplies and miscellaneous needs related to the public communications effort. Bulletins, brochures and other promotional materials shall be produced and distributed through regular mailings, **digital marketing** and other effective methods of reaching the public.

8. **Standards of Quality**

Promotional and informational materials designed to be disseminated to the public will meet standards of quality established by the Library. Library managers will be responsible to ~~see~~ **assure** that such promotional and informational materials produced by or for their respective departments meet Library standards. All such materials are subject to approval by the Library Director or his/her designee.

9. **Requests for Information**

Responses to requests for information from the public and/or media regarding library policies or procedures should be limited to **those within** the scope of the respondent's job duties. All requests for information beyond the scope of those duties should be referred to the Library Director or his/her designee.

10. **REVISED POLICY – Photographing, Videotaping and Use of Other Recording Devices Policy**

[Policy 700-200] (2nd Reading)

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

The Library's primary mission is to provide Library services to the residents of The Smithtown Library. Photographing, videotaping, or use of other recording devices ~~may not~~ **are not to** interfere with the provision of Library services. Staff may terminate any photographing, videotaping, or recording sessions that may compromise public safety or security, or interfere with the Library's operations. ~~All photographing, videotaping or use of other recording devices will require the prior approval of the Library Director.~~

INDIVIDUAL PHOTOGRAPHY/VIDEOTAPING

Persons photographing, videotaping, or recording on Library premises must obtain the necessary releases and permissions from ~~persons~~ **individuals** who are to be photographed, videotaped, or recorded. Taking photographs or videotaping of a minor requires the permission of the minor's parent or guardian. The Library undertakes no responsibility for obtaining these releases. **Persons undertaking such photographing, videotaping or recording will hold the Library harmless from any claims or actions made against the Library alleging illicit activities.**

MEDIA OR COMMERCIAL PHOTOGRAPHY/VIDEOTAPING

The Library ~~does not permit~~ **prohibits media or** commercial photography or filming. Any exception requires the express written ~~permission~~ **approval** from the Library Director. **A person filming or photographing must not disturb visitors/patrons or Library staff.**

Community organizations ~~holding~~ **conducting** scheduled events or meetings in the Library's quiet rooms, conference rooms or meeting rooms may arrange for their own photographing or videotaping/recording of their event. Such photography and videotaping is restricted to the space reserved by the group, and the group is responsible for any necessary releases and permissions; **and will hold harmless the Library with regard to any claims or actions alleging illicit photographing, videotaping or recording.**

LIBRARY STAFF PHOTOGRAPHY/VIDEOTAPING

Library staff ~~often~~ **may** take pictures or shoot videos at Library events to utilize in Library publicity materials and on the Library website. The Library reserves the right to ~~document~~ **display** its services and the public's use of the Library. Official representatives of the Library may take photographs, videotape, or use other recording devices within the Library and at Library-related events and activities for Library purposes. These photographs and video may be ~~copied~~, displayed, published (including on the Library's website **and/or social media**), and telecast for such purposes as promotion, publicity, and news to inform the public regarding the Library. ~~All such photography/videotaping will be in accordance with Library procedures.~~

If individuals do not desire the Library to utilize a picture or video of themselves or their child(ren), they are to advise a Library staff member prior to the event; **notice of such is to be announced prior to an event.**

This policy extends to photographing and filming by Library staff at Friends of the Library events and at Library booths and programs at Library/public events in the community.

PUBLIC COMMENTS

NEW BUSINESS

11. PRESENTATION – Sustainable Library Initiative – Eileen Caulfield, Assistant Library Director
12. Next “Regular” meeting of the Board of Trustees – May 21, 2024 – 6:30 p.m. – Smithtown building.

**MINUTES
BOARD OF TRUSTEES
THE SMITHTOWN LIBRARY
March 19, 2024**

A regular meeting of the Board of Trustees of The Smithtown Library was held at the Commack building, Commack, New York, on the 19th day of March, 2024. The meeting was called to order at 6:30 pm with the pledge of allegiance to the flag.

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

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

Annette Galarza, President of the Board of Trustees, acted as Chairperson of the meeting.

READING AND APPROVAL OF MINUTES

1. APPROVAL OF MINUTES

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

- a. *RESOLVED, that the REGULAR MEETING MINUTES of February 20, 2024 be approved as presented.*

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

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

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 February 29, 2024 be approved for filing (copy of report appended to the original of these minutes).*

The motion was seconded by Trustee Brianna Baker-Stines and adopted 7-0 by the following roll call vote:

FOR—Baker-Stines, Bernstein, Deal, Galarza, 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 - March (“L” fund) PREPAYS	\$ 24,927.41
ii. Warrant #24 - March (“L” fund) WARRANT	\$ 401,760.73
iii. Warrant #24 - March (PAYROLL #5 – 3/1/24)	\$ 268,264.88
iv. Warrant #24 - March (PAYROLL #6 – 3/15/24)	\$ 274,197.26

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

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

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

a. PERSONNEL CHANGES

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

Temporary Full-Time Promotional Appointment:

- i. Temporary full-time promotional appointment of **Wendy Johnson** to the position of Librarian II, Children’s Department Head, Commack building, at an annual rate of pay of \$93,567.00, not to exceed a six-month period, subject to Civil Service approval, effective March 20, 2024 (Immediate need due to medical leave for employee #1012.)

Part-time Appointment:

- ii. Release of **Grace Gutmann** from a part-time Page position into a part-time appointment of Library Clerk, Circulation Department, Smithtown building, at an hourly rate of pay of \$19.20, effective March 25, 2024 (to fill the vacancy created by the resignation of Jacqueline Steinmeyer effective 2/2/24).

Leave of Absence:

- iii. Child care leave of absence without pay for **Employee #1312**, Groundskeeper I, all buildings, effective March 13, 2024 through September 2, 2024.

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

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

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

b. CONFERENCE ATTENDANCE REQUESTS

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

- i. That the following staff members be authorized to attend, on paid release time, the “CLASC Membership Meeting and Dinner”, sponsored by CLASC (Children’s Librarians Association of Suffolk County), on April 18, 2024 to be held at the Garden Grill restaurant, located in Smithtown, with reimbursement for actual and necessary expenses not to exceed \$85.00 per person: Librarian II **Nicole Rossano**, Librarian I **Jacquelyn Lam**, Librarian I **Jessica Mudano**, Librarian I **Sharon Van Dyke**.*

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

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

Personnel Committee Liaison Christopher Sarvis moved to approve the adoption of resolution “c”:

c. SEASONAL INCREASE TO EMPLOYEE HOURS

RESOLVED, that the Board of Trustees of The Smithtown Library approves increased seasonal hours for staff, approved by the Suffolk County Department of Civil Service, due to increased volume at circulation desks, in addition to increased volume as a result of high participation in the summer reading programs in the Children’s, Reference and Teen Departments, during the period June 1, 2024 through September 1, 2024, not to exceed \$38,000.00.

The motion was seconded by Trustee Brianna Baker-Stines and adopted 7-0 by the following roll call vote:

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

4. The BUILDINGS & GROUNDS COMMITTEE report was presented by Buildings & Grounds Committee Liaison Brianna Baker-Stines, who moved to approve the adoption of resolution “a”:

a. RESOLUTION – Library Cargo Van

WHEREAS, an aging cargo van owned by The Smithtown Library has been replaced and is no longer suitable for library operations; now therefore be it

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby authorize the Library Director to auction off a white 2009 Ford E250 Cargo Van, VIN No #...3227, in "As-Is" condition, and be it

FURTHER RESOLVED, that the Library Director is authorized to enter into a contract agreement with Auctions International, Inc. to facilitate auction services at no cost to the Library, and to accept and award the bid to the highest bidder as per said contract.

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

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

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

- a. DONATION – UK Online Giving Foundation

RESOLVED, that the Board of Trustees of The Smithtown Library does hereby graciously accept and thank the UK Online Giving Foundation for a check in the amount of \$25.93 received through the “Benevity Giving Platform”; and be it

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

The motion was seconded by Trustee Brianna Baker-Stines and adopted 7-0 by the following roll call vote:

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

6. There was no report of the STRATEGIC PLANNING COMMITTEE.

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

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

UNFINISHED BUSINESS

There was no unfinished business.

PUBLIC COMMENTS

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

NEW BUSINESS

8. NEW YORK STATE ANNUAL REPORT

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

RESOLVED, that the New York State Annual Report for Public and Association Libraries for the year ending December 31, 2023 be accepted for filing as presented (appended).

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

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

9. REVISED POLICY – **Board of Trustees Bylaws** [Policy 100-10] (1st Reading)

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

Library Board President Annette Galarza moved to waive the reading of the Board of Trustees Bylaws [Policy 100-10]. The motion was seconded by Trustee Christopher Sarvis and adopted 7-0 by the following roll call vote:

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

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

Preamble

*The Board of Trustees of The Smithtown Special Library District, created by Absolute Charter Number 23424 granted by the Regents of the University of the State of New York on September 13, 2002 according to **in accordance with** the provisions of Section 255 of the New York State Education Law to provide non-partisan public library service free of political influence to the residents of the Township of Smithtown, excluding areas currently served by the Sachem Public Library and by the Emma S. Clark Memorial Library, hereby enact the following Bylaws:*

ARTICLE I - Board of Trustees

1. *The Library shall be governed by a Board of Trustees, hereinafter referred to as the “Board”, consisting of **seven** (7) members duly elected by the ~~voting residents~~ **qualified voters** within The Smithtown Special Library District.*
2. *Tenure of Office*
 - a. *Term of Office. Pursuant to Section 3 of Chapter 193, Laws of 2001 the term of office of trustees shall be (3) years.*
 - b. *If a trustee does not complete his/her term a replacement may be chosen, by a majority vote of the remaining Trustees, to serve until the next regularly scheduled Trustee election. At that time a replacement will be elected to fill the remainder of the departed Trustee’s term.*
3. *Candidates for the position of Library Trustee shall have their ~~primary~~ domicile within the Library District and shall be eligible to vote in Town of Smithtown elections. No salaried employee of The Smithtown Library shall be eligible for candidacy.*
4. *A Trustee must be present at a meeting to have his/her vote counted, **absent the Board having adopted videoconferencing protocols under the NY Open Meeting Law.***
5. *Trustees are required to attend all meetings of the Board (general and executive sessions). A Trustee who, after being duly notified, fails to attend ~~three~~ **two** consecutive meetings of the Board may, according to the provisions of Section 226 of New York State Education Law, be declared to have vacated his/her seat. The Trustees, after review of a written explanation by the absentee Trustee, shall vote, at the next Regular Monthly Meeting of the Board, whether to excuse any or all of such absences and retain the Trustee or to declare the seat vacant. Such vacancies shall be filled according to Article 1, Section 2B **of these Bylaws.***

6. After a Code of Ethics violation has been determined by a majority of the Board, a Trustee's seat may be declared vacant upon another majority vote of the Board.

ARTICLE II – Officers

1. **Number**

Pursuant to Section 3 of Chapter 193, Laws of 2001 the officers of the Board of Trustees shall be a President, Vice-President, Clerk, and Treasurer and such other officers as the Board deems necessary.

2. **Election**

Officers shall be elected at the annual organizational meeting **to be** held during the first week of January by a majority vote of the Board of Trustees, and serve for one year.

3. **The President shall:**

- a. ~~Be the chief executive officer and~~ **designated the** official spokesman **spokesperson** for the Board of Trustees;
- b. Preside, when present, at all meetings of the Board of Trustees;
- c. Designate a trustee to perform his/her duties should the Vice-President be unable to do so;
- d. **Co-sign**, with the Treasurer or any other proper officer of the Library thereunto authorized by the Board of Trustees, any contracts, agreements, or other instruments which the Board of Trustees has authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by law or **by** the Board of Trustees to some other officer or agent of the Library;
- e. Appoint the liaison(s) of each standing committee; **and be an ex-officio member thereof;**
- f. Appoint the liaison(s) of each special committee; **and be an ex-officio member thereof.**

4. **The Vice-President shall** preside at all regular and special meetings of the Board of Trustees in the absence of the President and perform all duties of the President in his/her absence.

ARTICLE III - Duties of the Board of Trustees

1. The Board shall hire a qualified Library Director who shall be the Chief Executive and Administrative Officer of The Smithtown Library acting on behalf of the Board and under its review and direction. He/she shall be responsible for those duties ~~contained~~ **set forth** in Article VI, Sections 1 to 28 inclusive.
2. The Board, in consultation with the Library Director, shall consider, formulate and ~~decide on~~ **recommend** all policies affecting the operation of the Library.
3. The Board shall assure the general efficiency and progress of the Library by maintaining good relations with local government; representing the interests of the Library in local community planning; and ~~enlarging~~ **enhancing** public and official understanding of the Library, its purposes, ~~problems~~ **concerns** and progress.
4. The Board may appoint special ad hoc committees from among the residents **and employees and contractors** of the Library District as defined in Article I, Section 1.

5. ~~The President shall preside at all Regular Monthly Meetings of the Board, appoint the "liaisons" of all Board Committees and be an ex-officio member of said committees.~~
5. The Board of Trustees shall make the following appointments **of Clerk, Secretary and Treasurer** at the annual organizational meeting; those appointed shall serve at the pleasure of the Board:
6. **The Clerk shall:**
 - a. See that all notices are duly promulgated as required by law;
 - b. Be the custodian of Library records and of the seal of the Library and see **assure** that the seal is affixed to all **legal** documents, the execution of which on behalf of the Library under its seal ~~is~~ **duly** are to be authorized;
 - c. ~~Keep~~ **Maintain** a register of the post office address **and electronic address** of each member of the Board of Trustees, which shall be furnished to the Clerk by such member.
 - d. ~~Serve the Board as Clerk of the Election.~~ **Oversee and coordinate the Library's Budget Vote and Trustee Election.**
 - e. Assume the duties of the Secretary to the Board in his/her absence.
 - f. By resolution of the Board of Trustees, the Clerk may be paid a stated salary or a fixed sum for his/her respective services. No such payment shall preclude the Clerk from being employed by the Library in any other capacity and receiving compensation therefore.
7. **The Treasurer shall:**
 - a. Be custodian of all Library funds;
 - b. Receive and give receipts for moneys due and payable to the Library from any source whatsoever, and deposit all such moneys in the name of the Library in such banks or other depositories as shall be selected in accordance with Library policy.
 - c. Make a financial report to the Board of Trustees at each meeting and at other times when requested by the President or the Board of Trustees;
 - d. Establish and invest in accounts of any type as need or opportunity arises in accordance with State law and Library policy pursuant to approval of the Board of Trustees.
 - e. By resolution of the Board of Trustees, the Treasurer may be paid a stated salary or a fixed sum for his/her respective services. No such payment shall preclude the Treasurer from being employed by the Library in any other capacity and receiving compensation therefore.
8. **The Secretary shall:**
 - a. Record the minutes of all meetings of the Board of Trustees
 - b. **Co-sign** with the President the approved minutes of all meetings of the Board of Trustees.
 - c. Accept for filing the petitions for Trustee candidates.
 - d. Assume the duties of the Clerk in his/her absence.
 - e. By resolution of the Board of Trustees, the secretary may be paid a stated salary or a fixed sum for his/her respective services. No such payment shall preclude the secretary from being employed by the Library in any other capacity and receiving compensation therefore.
9. The Board shall be authorized to contract with outside professional advisors or consultants, ~~not included~~ **cited** in Article 3, Section 11, on an annual retainer, hourly or per diem basis.

10. *The Board hereby agrees that no trustee, including the President, may act or speak on behalf of the Library unless the entire Board specifically bestows that authority.*
11. *The Board shall be independent of political influence and shall avoid all actions and policies that are in fact or public perception deemed **may be perceived** to be partisan. ~~in nature. Pursuant to its non-partisan policy statement,~~ The Board shall appoint a member to serve as liaison to the Friends of the Smithtown Library, and to any other organization created to support the Library.*

ARTICLE IV - Meetings

1. **Regular Meeting**

*Regular meetings **of the Board** shall be held each month, at dates and times to be established by the Board of Trustees at the annual organizational meeting and shall be open to the public as required by Section 103 of the Open Meetings Law of the State of New York.*

2. **Special Meeting**

*Special meetings of the Board of Trustees may be called at any time by ~~or at the request of~~ the President or upon the request of three (3) trustees. The person or persons authorized to call special meetings of the Board of Trustees may fix the location for holding any special meeting of the Board of Trustees at a public place **within the Library District**. Notice of any special meeting shall be in accordance with Section 103 of the Open Meetings Law of the State of New York.*

3. **Manner of Acting**

The act of the majority of the "whole number" of (7) Trustees at a meeting at which a quorum is present shall be deemed to be the act of the Board of Trustees.

4. **Electronic Meetings**

Members of the Board of Trustees, standing committees, and special committees are authorized to provide by telephone or through other electronic communications ~~media~~ information pertaining to the Library; provided that, such communications between or among individual trustees is not to constitute a collective decision regarding Library business.

5. **Quorum**

A majority of the designated number of the Board shall constitute a quorum.

6. **Order of Business**

*The Order of Business for the Regular Monthly Meeting of the Board shall include, but not be limited to, the following items, which shall be ~~covered~~ **considered** in the sequence shown so far as circumstances will permit:*

- a. *Reading and Approval of Minutes*
- b. *Reports of Officers, Board, Standing Committees and Director's Report*
- c. *Reports of Special Committees*
- d. *Unfinished Business*
- e. *Public Comments*
- f. *New Business*

7. **Annual Organizational Meeting**

An annual organizational meeting shall be held by the Board of Trustees at the beginning of the Library's administrative year, during the first week of January (day & time to be determined), and shall be open to the public as required by Section 103 of the Open Meetings Law of the State of New York. No general business will be discussed and no public comments will be heard at this meeting.

- a. *Administer the oath of office to newly elected trustees*
- b. *Nomination and election of officers*
- c. *Appointment of Clerk*
- d. *Appointment of Treasurer*
- e. *Appointment of Secretary*
- f. *Appointment of Library Director as financial clerk*
- g. *Establishment of bank depositories and funds as necessary*
- h. *Affirmation of Procurement Policy*
- i. *Affirmation of Investment Policy*
- j. *Appointment of legal professional*
- k. *Appointment of accounting firm*
- l. *Selection of district newspapers and/or news websites to be utilized for public notices of meetings*

ARTICLE V - Committees

1. The following general rules shall apply to all Standing Committees:

- a. *Unless otherwise specified in these by-laws, the term of membership on any committee shall be one year.*
- b. *All committees report to the Board of Trustees. A copy of any committee report shall be furnished to the Board of Trustees prior to the meeting at which the report is to be presented. Committees may report as frequently as needed.*
- c. *No one Board Member may be a member of the majority of committees.*
- d. *In an appropriate case, a liaison of a committee may submit a written request to the Board of Trustees to be relieved of duties. The Board may, in its discretion, accept such request and thereupon it shall appoint a replacement on such committee for the stated period.*
- e. *The Library Director or his/her designee shall attend all committee meetings and may take part in deliberations but shall have no vote.*

2. Standing Committees. *The following will be standing committees:*

a. Budget and Finance Committee

- i. *Composition: a maximum of two Board members may serve as liaison*
- ii. *Responsibilities*
 1. *Acts as Library Board's liaison with the Director on fiscal matters.*
 2. *To acquire and disseminate budgetary information to the Board and to interact on a continuous basis with the Library Director on budgetary formulation, budgetary developments, and the utilization of available funds;*
 3. *Audit and monitor the financial condition of the Library to ensure that it is carrying out its purpose without extravagance or waste; and*
 4. *Ensure that financial records are complete and accurate, and required financial reports are filed with federal and state agencies.*

b. **Buildings and Grounds Committee**

- i. *Composition: a maximum of two Board members may serve as liaisons*
- ii. *Responsibilities*
 1. *Acts as Library Board's liaison with the Director on Building and Grounds matters.*
 2. *Inspect all Library buildings on an "as-required basis", at least once every five (5) years, to ensure compliance with provisions of Building Codes, ADA requirements, safety regulations, and minimum state standards;*
 3. *Assess the need for major repairs, capital equipment, alterations and new construction; and*
 4. *Make certain that the Library continues to provide adequate equipment and connections for access to electronic and digital information.*

c. **Communications Committee**

- i. *Composition: a maximum of two Board members may serve as liaison*
- ii. *Responsibilities*
 1. *Acts as the Library Board's liaison with the Director on Communications matters.*
 2. *Assess the need for new methods of acquainting the general public with the programs and services of the Library; and*
 3. *Reviews plans for promoting library services, materials, and programs.*
 4. **May develop public statements and responses on behalf of the Board as necessary and approved by the majority of the Committee.**
 5. **May be a liaison to the Friends of the Library.**

d. **Personnel Committee**

- i. *Composition: a maximum of two Board members may serve as liaison*
- ii. *Responsibilities*
 1. *Acts as Library Board's liaison with the Director on personnel matters.*
 2. *Review all personnel actions to ensure compliance with Suffolk County Department of Civil Service rules and regulations;*
 3. *To establish, with Board approval, a document on all personnel procedures;*
 4. *To review the written recommendations submitted by the Library Director and to forward its own written recommendation to the Board;*
 5. *Represent the Board of Trustees along with the Library Director during collective negotiations.*

e. **Policy Committee**

- i. *Composition: three Board Member liaisons, one librarian consultant, one union/personnel representative*
- ii. *Responsibilities*
 1. *Acts as Library Board's liaisons with the Director on policy matters.*

2. Regularly reads, reviews and makes recommendations for additions to or changes to Library policies & bylaws.
3. **Ensure that all policies are reviewed by appropriate personnel.**

f. **Strategic Planning Committee**

- i. **Composition: a maximum of three Board members may serve as liaisons**
- ii. **Responsibilities**
 1. **Reviews Library's Long Range Plan of Service and advises the Board as to the fulfillment of its goals.**

ARTICLE VI - Duties of the Library Director

A. Library Director

Administrative

1. The Library Director shall be the Chief Administrative **and Executive** Officer of The Smithtown Library acting on behalf of the Board and under its review and direction.
2. The Library Director shall ensure compliance with all laws relating to public libraries.
3. The Library Director shall represent The Smithtown Library at all state, regional and national Library Symposiums, whenever possible.
4. The Library Director, in consultation with and subject to the approval of the Board, may hire a qualified Assistant Library Director(s).
5. The Assistant Library Director(s) shall be authorized to perform all the duties of the Library Director in his/her absence.
6. The Library Director shall designate a Librarian who shall be authorized to perform his/her duties, should the Assistant Library Director(s) be unable to do so.
7. The Library Director shall oversee the care and maintenance of the library buildings and grounds, vehicles and equipment.
8. The Library Director shall have the flexibility to adjust goals as necessary.

Board Relations

9. The Library Director shall carry out the policies of The Smithtown Library as adopted by the Board.
10. The Library Director shall attend all meetings of the Board and may take part in deliberations but shall have no vote.
11. The Library Director shall keep the Trustees informed as to the Library's current progress and future needs through regular monthly reports.
12. The Library Director shall submit to the Trustees Monthly Statistical Reports at the Meetings of the Board.
13. The agenda for the Regular Monthly Meeting of the Board shall be prepared by the Library Director and be distributed to the Trustees in a timely manner.
14. **The Library Director shall assist in ensuring that policies and procedures remain non-partisan.**

Personnel

15. *The Library Director shall fill all new positions and vacancies according to the provisions of New York State Civil Service Law and the Rules and Regulations of the Suffolk County Department of Civil Service. All appointments are subject to the approval of the Board.*

Budget and Finance

16. *The Library Director shall coordinate the preparation of the Annual Budget in conjunction with the Treasurer and Budget and Finance Liaison for the ensuing year to be presented to the Trustees for approval not later than the August/September Meeting of the Board.*
17. *The Library Director shall have control of the funds set forth pursuant to the Library's Procurement Policy.*
18. *The Library Director will determine the most cost-effective manner for purchase and maintenance of library equipment and supplies.*
19. *The Library Director will ensure that all purchases are in accordance with the competitive bidding provisions of Section 100, et seq. of New York State General Municipal Law.*
20. *The Director shall actively pursue grants and alternative funding for the Library.*

Professional Development

21. *The Library Director shall keep current with knowledge, skills and trends relevant to public libraries and librarianship in general.*
22. *The Library Director shall maintain an active role in professional organizations.*

Community Relations

23. *The Library Director shall serve as the Board's liaison to the community.*
24. *The Library Director shall communicate effectively with the media and receive **assure** adequate media coverage.*
25. *The Library Director shall see **assure** that news releases, notices, library publications, both print and electronic, are continuously produced and updated.*
26. *The Library Director shall respond to public inquires and complaints.*
27. *The Library Director shall promote the Library to enhance the respect and support of the community. He/she shall be available for speaking engagements and perform this public relations function.*
28. *The Library Director shall make recommendations to the Trustees for action which will improve the Library's effectiveness and visibility in the community.*

B. Procedures for the Library Director Evaluation

The Director's confidential evaluation shall be completed annually.

1. *The Library Board will agree upon the evaluation tools.*
2. *Upon receipt of the Library Director's report of the past year's highlights, achievements and recommendations, the Board of Trustees shall evaluate the Library Director's performance and present the Library Director's evaluation **at the August board meeting no later than the December Regular Board meeting**. The evaluation is to be written by the Board President or his/her designee and submitted in narrative format; every member of the Library Board will have the opportunity to review the Library Director's Evaluation; the evaluation is to be signed by each board member and returned in a timely manner. **The evaluation may be reviewed for fairness and objectivity by a confidential Library staff member the Personnel Assistant prior to being submitted to the Director.***

3. The Library Board and the Director shall orally discuss the Director's evaluation confidentially at ~~the August~~ **a Regular** Board meeting. The Library Director will sign the evaluations to acknowledge his/her reading of them prior to their placement in his/her personnel folder. The Library Director will be permitted to rebut in writing all or any parts of the evaluations submitted to him/her prior to the ~~August meeting~~ **end of the year**.

ARTICLE VII - Fiscal Matters

1. The fiscal year of The Smithtown Library shall be January 1 to December 31.
2. A motion to borrow money shall require the affirmative vote of at least 5 members of the 7-member Board.
3. The Treasurer appointed according to Article III, Section 7 shall be authorized to sign all payroll checks and all checks prepared for disbursements. All checks issued for an amount equal to five-thousand dollars (\$5,000.00) or more shall require a second signature by a member of the Board of Trustees of the Smithtown Special Library District who has been designated as a signatory for that account with the exception of routine gross payroll and deduction checks which require only one signature. The Board will receive disbursement and payroll warrants on a monthly basis for review and approval.

ARTICLE VIII - Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the proceedings of the Board of Trustees in all cases to which they are applicable and ~~in which~~ **when** they are not inconsistent with these bylaws.

ARTICLE IX – Amendments

These bylaws may be repealed, amended, or added to by a 2/3 vote of the whole Board at a regular meeting. Such action may be taken, however, only after the substance of the proposed repeal, amendment, or addition has been presented in writing at a prior regular meeting and notice thereof has been given in the notice of the meeting at which it is to be considered. Bylaws should be reviewed for possible revision every three (3) years by a bylaws committee. Bylaws can be reviewed at any time if ~~determined~~ **recommended** by a simple majority of the Board.

10. REVISED POLICY – **Public Communications Policy** [Policy 700-120] (1st Reading)
[Note: revisions are noted in underlined bold font; deletions are noted with a strikethrough]

Library Board President Annette Galarza moved to waive the reading of the Public Communications Policy [Policy 700-120]. The motion was seconded by Trustee Mildred Bernstein and adopted 7-0 by the following roll call vote:

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

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

1. **Object**

~~This policy is hereby enacted by The Board of Trustees ("Board") of The Smithtown Library ("Library") for the following purposes~~ **hereby adopts as the purposes guiding the Library's public communications:**

- a. to inform ~~citizen's~~ **residents** so that they ~~can~~ **may** make use of ~~and support~~ the Library's services and programs;

- b. to build a positive library image in the community that will encourage residents to ~~use and~~ support the Library's programs and services;
- c. to establish a ~~reputation~~ **foundation** as a nonpartisan, nonsectarian, **and** nonbiased meeting ground for all ideas **the dissemination and discussion of topics**;
- d. to ensure accurate, **accountable and** professional communication of library services and programs, **of library information; and**
- e. to ensure timely and accurate two-way communication between the Library and its public **dialogue between the Library and its constituents**.

2. **Policy**

The Library's ~~policy~~ **intention** is to establish and maintain open, two-way communication between the Library and ~~various publics~~ **the communities** the Library serves. The Library will adopt and carry-out a planned public communications program that will inform its ~~citizens~~ **residents** of the Library's programs and services, promote all ~~citizens'~~ **residents'** use of the Library and establish the Library as a ~~nonpartisan~~ **functioning, engaging and receptive** meeting ground for all ideas.

3. **Goals**

Public communication goals of the ~~Smithtown~~ Library are: (1) to promote a good **sound** understanding of the Library's objectives and services among governing **governmental** officials, civic leaders and the general public; (2) to promote active participation in the varied programs and services offered by the Library to ~~people~~ **residents** of all ages.

4. **Responsibilities**

The Board recognizes that public communications ~~involves~~ **should respect** every person who has a connection with the Library. The Board urges its own members and all library employees to realize that they represent the Library in every **each** public contact **within which they engage**.

5. **Outreach**

The Library Director shall designate **community** outreach staff to ~~make~~ **conduct** presentations to promote Library programs and services. A reasonable amount of library time will be allowed for preparation and speaking **to community members**.

Materials to be used by press, radio, **digital marketing** or television must be approved by the Library Director or his/her designee.

6. **Coordination of Speaking Engagements**

Speaking engagements ~~made~~ **engaged in** by library trustees and staff on behalf of the Library will be coordinated by the Library Director or his/her designee.

7. **Publications**

The Board will establish a publications budget to ~~cover~~ **absorb** costs related to printing, publication, supplies and miscellaneous needs related to the public communications effort. Bulletins, brochures and other promotional materials shall be produced and distributed through regular mailings, **digital marketing** and other effective methods of reaching the public.

8. **Standards of Quality**

Promotional and informational materials designed to be disseminated to the public will meet standards of quality established by the Library. Library managers will be responsible to ~~see~~ **assure** that such promotional and informational materials produced by or for their respective departments meet Library standards. All such materials are subject to approval by the Library Director or his/her designee.

9. **Requests for Information**

Responses to requests for information from the public and/or media regarding library policies or procedures should be limited to **those within** the scope of the respondent's job duties. All requests for information beyond the scope of those duties should be referred to the Library Director or his/her designee.

11. REVISED POLICY – **Photographing, Videotaping and Use of Other Recording Devices Policy**
[Policy 700-200] (1st Reading)

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

Library Board President Annette Galarza moved to waive the reading of the Photographing, Videotaping and Use of Other Recording Devices Policy [Policy 700-200]. The motion was seconded by Trustee Barbara Deal and adopted 7-0 by the following roll call vote:

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

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

*The Library's primary mission is to provide Library services to the residents of The Smithtown Library. Photographing, videotaping, or use of other recording devices ~~may not~~ **are not to** interfere with the provision of Library services. Staff may terminate any photographing, videotaping, or recording sessions that may compromise public safety or security, or interfere with the Library's operations. All photographing, videotaping or use of other recording devices will require the prior approval of the Library Director.*

INDIVIDUAL PHOTOGRAPHY/VIDEOTAPING

Persons photographing, videotaping, or recording on Library premises must obtain the necessary releases and permissions from ~~persons~~ **individuals** who are to be photographed, videotaped, or recorded. Taking photographs or videotaping of a minor requires the permission of the minor's parent or guardian. The Library undertakes no responsibility for obtaining these releases. **Persons undertaking such photographing, videotaping or recording will hold the Library harmless from any claims or actions made against the Library alleging illicit activities.**

MEDIA OR COMMERCIAL PHOTOGRAPHY/VIDEOTAPING

The Library ~~does not permit~~ **prohibits media or** commercial photography or filming. Any exception requires the express written ~~permission~~ **approval** from the Library Director. **A person filming or photographing must not disturb visitors/patrons or Library staff.**

Community organizations ~~holding~~ **conducting** scheduled events or meetings in the Library's quiet rooms, conference rooms or meeting rooms may arrange for their own photographing or videotaping/recording of their event. Such photography and videotaping is restricted to the space reserved by the group, and the group is responsible for any necessary releases and permissions; **and will hold harmless the Library with regard to any claims or actions alleging illicit photographing, videotaping or recording.**

LIBRARY STAFF PHOTOGRAPHY/VIDEOTAPING

Library staff ~~often~~ **may** take pictures or shoot videos at Library events to utilize in Library publicity materials and on the Library website. The Library reserves the right to ~~document~~ **display** its services and the public's use of the Library. Official representatives of the Library may take photographs, videotape, or use other recording devices within the Library and at Library-related events and activities for Library purposes. These photographs and video may be ~~copied~~, displayed, published (including on the Library's website **and/or social media**), and telecast for such purposes as promotion, publicity, and news to inform the public regarding the Library. ~~All such photography/videotaping will be in accordance with Library procedures.~~

If individuals do not desire the Library to utilize a picture or video of themselves or their child(ren), they are to advise a Library staff member prior to the event; **notice of such is to be announced prior to an event.**

This policy extends to photographing and filming by Library staff at Friends of the Library events and at Library booths and programs at Library/public events in the community.

12. Library Board President Annette Galarza noted that the next regular meeting of the Board of Trustees is scheduled to be held April 16, 2024 at 6:30 pm at the Kings Park building.
13. There being no further business, Library Board President Annette Galarza moved to adjourn the meeting at 7:17 p.m. The motion was seconded by Trustee Brianna Baker-Stines and adopted 7-0 by the following roll call vote:

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

Minutes approved this 16th day of April, 2024

Annette Galarza, President
Smithtown Library Board of Trustees

Linda Taurassi
Secretary to the Board of Trustees

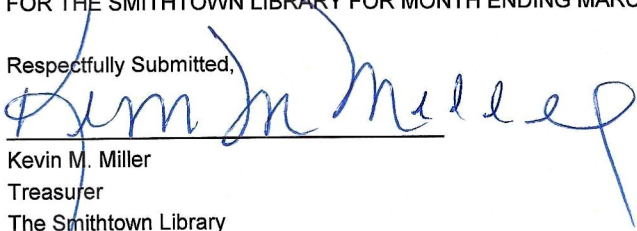
(This is a draft of the March 19, 2024 Board of Trustees meeting; to be voted on for approval at the April 16, 2024 Board of Trustees meeting).

THE SMITHTOWN LIBRARY
Smithtown , New York
TREASURER'S REPORT
For the Month Ending March 31, 2024

		General Fund Investment Acct.	General Fund Disbursement Checking Account	Payroll Checking Account	M Fund Grant/Donate Checking	T-Bills	TOTAL
BBF	2/29/2024	\$ 9,171,116.68	\$ 160,801.15	\$ 328,485.52	\$ 1,051,427.86	\$ 5,134,597.93	\$ 15,846,429.14
MARCH							
Interest		\$ 20,900.91	\$ -	\$ -	\$ -	\$ 24,402.07	\$ 45,302.98
Real Property Taxes		\$ 79,624.35	\$ -	\$ -	\$ -	\$ -	\$ 79,624.35
Prop Tax Interest Distribution		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PILOT		\$ 148,168.31	\$ -	\$ -	\$ -	\$ -	\$ 148,168.31
Fines/Fees		\$ -	\$ 3,138.08	\$ -	\$ -	\$ -	\$ 3,138.08
Refund/Reimbursements		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Commissions		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gifts/Donations		\$ 160.00	\$ 3,367.00	\$ -	\$ -	\$ -	\$ 3,527.00
E-Rate		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Passports		\$ -	\$ 2,597.00	\$ -	\$ -	\$ -	\$ 2,597.00
Miscellaneous		\$ -	\$ 469.08	\$ -	\$ -	\$ -	\$ 469.08
Programs		\$ -	\$ 7,885.00	\$ -	\$ -	\$ -	\$ 7,885.00
State Aid/Grants		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Health Insurance		\$ -	\$ 985.42	\$ -	\$ -	\$ -	\$ 985.42
Prior Month Void Checks		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Prior Month Adjustment		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Reimburse from Friends/Library		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer From M Fund		\$ -	\$ 402,000.00	\$ 560,000.00	\$ -	\$ -	\$ -
Transfer FROM T-Bills		\$ 590.38	\$ -	\$ -	\$ -	\$ -	\$ 590.38
Transfer FROM Investment Acct.		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL:		\$ 9,420,560.63	\$ 581,242.73	\$ 888,485.52	\$ 1,051,427.86	\$ 5,159,000.00	\$ 17,100,716.74
Expenditures							
MARCH							
Monthly Disbursements		\$ -	\$ 437,270.55	\$ 827,248.98	\$ -	\$ 590.38	\$ 1,265,109.91
Transfer to Investment Account		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer to M Fund		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer to T-Bills		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer to Disburse. Acct.		\$ 402,000.00	\$ -	\$ -	\$ -	\$ -	\$ 402,000.00
Transfer to Payroll Acct.		\$ 560,000.00	\$ -	\$ -	\$ -	\$ -	\$ 560,000.00
TOTAL:		\$ 962,000.00	\$ 437,270.55	\$ 827,248.98	\$ -	\$ 590.38	\$ 2,227,109.91
Balance	3/31/2024	\$ 8,458,560.63	\$ 143,972.18	\$ 61,236.54	\$ 1,051,427.86	\$ 5,158,409.62	\$ 14,873,606.83

I CERTIFY THAT THIS REPORT IS A TRUE AND CORRECT STATEMENT OF THE FINANCIAL TRANSACTION FOR THE SMITHTOWN LIBRARY FOR MONTH ENDING MARCH 2024

Respectfully Submitted,



Kevin M. Miller
Treasurer
The Smithtown Library

Library Trust Funds

Handley Fund	\$ 11,389.19
Board of Trustees	\$ 28,298.32
	<u>\$ 39,687.51</u>

THE SMITHTOWN LIBRARY - L FUND
REVENUE AND EXPENSE STATEMENT
 January through March 2024

	Jan - Mar 24	Budget	\$ Over Budget	% of Budget
Income				
L.10010 · REAL PROPERTY TAXES	9,657,949.19	16,174,934.00	-6,516,984.81	59.7%
L.10810 · OTHER TAX ITEMS -PILOT	148,168.31	250,000.00	-101,831.69	59.3%
L.2082 · E-COMMERCE FINES	0.00	5,000.00	-5,000.00	0.0%
L.20821 · LIBRARY FINES	323.09	1,000.00	-676.91	32.3%
L.20823 · PASSPORT ACCEPTANCE FEES	5,743.90	30,000.00	-24,256.10	19.1%
L.20825 · LOST AND PAIDS	2,520.93	10,500.00	-7,979.07	24.0%
L.20826 · OUTSIDE LOST & PAIDS	607.81	2,600.00	-1,992.19	23.4%
L.20827 · PATRON PRINT FEES	3,138.35	15,000.00	-11,861.65	20.9%
L.20828 · PATRON COMPUTER DISC FEES	113.00	500.00	-387.00	22.6%
L.20829 · OTHER LIBRARY FEES	0.00	2,000.00	-2,000.00	0.0%
L.24011 · INTEREST EARNED MM & DISB	108,284.01	250,000.00	-141,715.99	43.3%
L.24501 · COMMISSIONS - COPIERS	2,111.50	7,500.00	-5,388.50	28.2%
L.27030 · REFUND PRIOR YEAR EXPENSE	0.00	13,500.00	-13,500.00	0.0%
L.27050 · GIFTS AND DONATIONS	3,826.24	2,000.00	1,826.24	191.3%
L.27700 · MISCELLANEOUS INCOME	4,057.00	30,000.00	-25,943.00	13.5%
L.38400 · STATE AID/BULLET GRANT	0.00	33,602.00	-33,602.00	0.0%
L0599.0 · BUDGET APPROP FUND BALANCE	0.00	464,824.00	-464,824.00	0.0%
Total Income	9,936,843.33	17,292,960.00	-7,356,116.67	57.5%
Gross Profit	9,936,843.33	17,292,960.00	-7,356,116.67	57.5%
Expense				
L.1375 · Credit Card Expenses	654.66			
L.1410 · CERT LIBRARIANS SALARIES	914,072.15	4,084,800.00	-3,170,727.85	22.4%
L.1411 · LIBRARIAN PART TIME	79,141.34	539,700.00	-460,558.66	14.7%
L.1420 · CLERICAL STAFF SALARIES	370,284.74	1,756,900.00	-1,386,615.26	21.1%
L.1421 · CLERICAL PART TIME	162,792.15	684,500.00	-521,707.85	23.8%
L.1430 · PAGES SALARIES	65,241.28	294,000.00	-228,758.72	22.2%
L.1440 · CUSTODIAL SALARIES	32,728.01	143,300.00	-110,571.99	22.8%
L.1441 · CUSTODIAL PART TIME	52,277.87	240,000.00	-187,722.13	21.8%
L.1442 · MESSENGER/GROUNDSKEEPER PT	9,282.20	65,000.00	-55,717.80	14.3%
L.1443 · MESSENGER/GROUNDSKEEPER FT	3,535.84			
L.1449 · ACCRUED P/R COMPENSATION	0.00	0.00	0.00	0.0%
L.1450 · SUNDAY SALARIES	34,112.41	115,000.00	-80,887.59	29.7%
L.2000 · COMPUTER EQUIPMENT	3,772.63	20,000.00	-16,227.37	18.9%
L.2030 · BUILDING EQUIPMENT	2,866.93	90,000.00	-87,133.07	3.2%
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	36,054.20	275,000.00	-238,945.80	13.1%
L.4110 · LOST AND PAID	541.14	2,000.00	-1,458.86	27.1%
L.4120 · RECORDINGS	9,560.41	90,000.00	-80,439.59	10.6%
L.4130 · PERIODICALS	6,450.68	45,000.00	-38,549.32	14.3%
L.4131 · OTHER SERIALS	11,824.24	53,000.00	-41,175.76	22.3%
L.4150 · ONLINE MATL'S AND SVC	520,794.82	680,000.00	-159,205.18	76.6%
L.4151 · OTHER NON BOOK MATLS	3,473.97	15,200.00	-11,726.03	22.9%
L.4160 · BINDING	0.00	500.00	-500.00	0.0%
L.4290 · PROGRAMS	16,072.92	115,000.00	-98,927.08	14.0%
L.4290S · SUMMER READING PROGRAM	3,179.68	25,000.00	-21,820.32	12.7%
L.4291 · STAFF DEVELOPMENT	2,005.60	8,020.00	-6,014.40	25.0%
L.4300 · OFFICE AND LIBRARY SUPPLIES	9,361.17	70,000.00	-60,638.83	13.4%
L.4301 · PAYROLL PROCESSING	6,504.40	21,400.00	-14,895.60	30.4%
L.4311 · TELECOMMUNICATIONS	16,852.95	96,640.00	-79,787.05	17.4%
L.4320 · Computer Supplies & Services	28,500.90	80,000.00	-51,499.10	35.6%

THE SMITHTOWN LIBRARY - L FUND
REVENUE AND EXPENSE STATEMENT
 January through March 2024

	Jan - Mar 24	Budget	\$ Over Budget	% of Budget
L.4330 · POSTAGE AND FREIGHT	1,433.77	17,000.00	-15,566.23	8.4%
L.4340 · PRINTING	4,672.00	33,550.00	-28,878.00	13.9%
L.4350 · TRAVEL	2,013.58	9,000.00	-6,986.42	22.4%
L.4360 · SCLS MEMBER SUPPORT	0.00	167,000.00	-167,000.00	0.0%
L.4370 · PROFESSIONAL FEES	29,722.75	100,000.00	-70,277.25	29.7%
L.4375 · PROFESSIONAL FEES - SECURITY	62,128.01	425,000.00	-362,871.99	14.6%
L.4380 · MEMBERSHIP DUES	2,791.00	5,000.00	-2,209.00	55.8%
L.4390 · SHARED NETWORK MAINTENANCE	20,356.18	81,000.00	-60,643.82	25.1%
L.4500 · FUEL AND UTILITIES	42,111.92	275,000.00	-232,888.08	15.3%
L.4510 · CUSTODIAL SUPPLIES	4,447.88	15,000.00	-10,552.12	29.7%
L.4520 · BUILDING REPAIRS & MAINTENANCE	67,001.89	281,000.00	-213,998.11	23.8%
L.4540 · INSURANCE	50,953.00	124,000.00	-73,047.00	41.1%
L.4730 · MAINTENANCE OF VEHICLES	0.00	5,000.00	-5,000.00	0.0%
L.6000 · DEBT SERVICE	0.00	1,401,000.00	-1,401,000.00	0.0%
L.6010 · DEBT SERVICE - INTEREST	0.00	140,250.00	-140,250.00	0.0%
L.8100 · RETIREMENT SYSTEM CONTRIBUTION	229,965.50	1,013,000.00	-783,034.50	22.7%
L.8200 · SOCIAL SECURITY CONTRIBUTION	101,818.63	492,000.00	-390,181.37	20.7%
L.8210 · MEDICARE CONTRIBUTION	23,812.46	115,000.00	-91,187.54	20.7%
L.8300 · WORKMANS COMPENSATION	0.00	82,000.00	-82,000.00	0.0%
L.8400 · UNEMPLOYMENT COMPENSATION	0.00	5,000.00	-5,000.00	0.0%
L.8500 · HOSPITAL/MEDICAL INSURANCE	776,530.90	2,675,000.00	-1,898,469.10	29.0%
 L.8600 · CSEA BENEFIT FUND	 40,963.10	 182,000.00	 -141,036.90	 22.5%
 L.8700 · EMPLOYEE ASSISTANCE PROGRAM	 0.00	 5,100.00	 -5,100.00	 0.0%
L.9901 · INTERFUND EXPENSE TRANSFER	1,503,250.00			
Total Expense	5,365,911.86	17,292,960.00	-11,927,048.14	31.0%
Net Income	4,570,931.47	0.00	4,570,931.47	100.0%

THE SMITHTOWN LIBRARY -M FUND
REVENUE AND EXPENSE STATEMENT
 January through March 2024

	<u>Jan - Mar 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Expense				
M.4000 · MISC EXPENSE	0.00			
M.4300 · MISC DONATION	3,190.00			
Total Expense	<u>3,190.00</u>			
Net Ordinary Income	-3,190.00			
Other Income/Expense				
Other Income				
M.2401 · Interest	49.43			
Total Other Income	<u>49.43</u>			
Net Other Income	49.43	0.00	49.43	100.0%
Net Income	<u><u>-3,140.57</u></u>	<u><u>0.00</u></u>	<u><u>-3,140.57</u></u>	<u><u>100.0%</u></u>

THE SMITHTOWN LIBRARY-L FUND
APRIL 2024 PREPAYS
 March 21 through April 2, 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Check	13716	03/21/2024	NATIONAL GRID-N	31106-33007	L0201.0 · CASH DISBURSEMEN...	
Bill	31106-33007 N...	03/21/2024		N - GAS 2/12-3/12/24	L.4500 · FUEL AND UTILITIES	-1,052.50
TOTAL						-1,052.50
Bill Pmt -Check	13717	03/21/2024	NATIONAL GRID-S	44773-87003	L0201.0 · CASH DISBURSEMEN...	
Bill	44773-87003 S3...	03/21/2024		S - GAS 2/12-3/13/24	L.4500 · FUEL AND UTILITIES	-1,883.94
TOTAL						-1,883.94
Bill Pmt -Check	13718	03/21/2024	SUFFOLK COUNTY WATER AUT...		L0201.0 · CASH DISBURSEMEN...	
Bill	3000251944 C3/...	03/21/2024		C - WATER 12/12-3/12/24	L.4500 · FUEL AND UTILITIES	-233.43
TOTAL						-233.43
Bill Pmt -Check	13719	03/21/2024	SUFFOLK COUNTY WATER AUT...		L0201.0 · CASH DISBURSEMEN...	
Bill	3000256231 S3/...	03/21/2024		S - WATER 12/7-3/7/24	L.4500 · FUEL AND UTILITIES	-186.39
TOTAL						-186.39
Bill Pmt -Check	13720	03/21/2024	SUFFOLK COUNTY WATER AUT...		L0201.0 · CASH DISBURSEMEN...	
Bill	3000256388 K 3...	03/21/2024		K - WATER 12/13 - 3/13/24	L.4500 · FUEL AND UTILITIES	-141.79
TOTAL						-141.79
Check	13721	03/29/2024	PEARL CARROLL & ASSOCIATE...	PR# 7 DATED 3/29/24	L0201.0 · CASH DISBURSEMEN...	
				PR# 7 DATED 3/29/24	L0720.0 · EMPLOYEES INSURAN...	-121.32
TOTAL						-121.32
Check	13722	03/29/2024	CSEA	PR# 7 DATED 3/29/24	L0201.0 · CASH DISBURSEMEN...	
				PR# 7 DATED 3/29/24	L0720.0 · EMPLOYEES INSURAN...	-59.90
				PR# 7 DATED 3/29/24	L0724.0 · CSEA	-2,704.03
TOTAL						-2,763.93
Check	13723	03/29/2024	EQUITABLE FINANCIAL	PR# 7 DATED 3/29/24	L0201.0 · CASH DISBURSEMEN...	
				PR# 7 DATED 3/29/24	L0729.0 · EMPLOYEES ANNUITIES	-2,698.00
TOTAL						-2,698.00
Check	13724	03/29/2024	METLIFE	PLAN#1009950-C1 403b PR# 7 DAT...	L0201.0 · CASH DISBURSEMEN...	
				PR# 7 DATED 3/29/24	L0729.0 · EMPLOYEES ANNUITIES	-220.00
TOTAL						-220.00
Check	13725	03/29/2024	NYS DEFERRED COMP	PR# 7 DATED 3/29/24	L0201.0 · CASH DISBURSEMEN...	
				PR# 7 DATED 3/29/24	L0729.0 · EMPLOYEES ANNUITIES	-4,714.44
TOTAL						-4,714.44
Bill Pmt -Check	13726	04/02/2024	OPTIMUM - K	0784014995203-2	L0201.0 · CASH DISBURSEMEN...	
Bill	0784014995203...	04/02/2024		K - 4/1-4/30/24	L.4311 · TELECOMMUNICATIONS	-150.27
TOTAL						-150.27
Bill Pmt -Check	13727	04/02/2024	OPTIMUM - S	0784094293802-3	L0201.0 · CASH DISBURSEMEN...	
Bill	0784094293802...	04/02/2024		S - 4/1-4/30/24	L.4311 · TELECOMMUNICATIONS	-200.27
TOTAL						-200.27
Bill Pmt -Check	13728	04/02/2024	VERIZON WIRELESS	482485858-00001	L0201.0 · CASH DISBURSEMEN...	
Bill	9959915261	04/02/2024		SCKN - BROADBAND & CELL 3/24-4/...	L.4311 · TELECOMMUNICATIONS	-93.21
TOTAL						-93.21

THE SMITHTOWN LIBRARY -L FUND
APRIL 2024
 April 16, 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13733	04/16/2024	4IMPRINT.COM		L0201.0 · CASH DISBUR...	
Bill	12277596	04/16/2024		SRP - A - TOTE BAGS PO#17356	L.4290S · SUMMER REA...	-533.18
				SRP - YA - BEACH BALLS PO#17356	L.4290S · SUMMER REA...	-550.23
TOTAL						-1,083.41
Bill Pmt -Che...	13734	04/16/2024	ACE HARDWARE		L0201.0 · CASH DISBUR...	
Bill	34363/J	04/16/2024		PAINT SUPPLIES RPO#17123	L.4520 · BUILDING REPA...	-22.51
Bill	34333/J	04/16/2024		BOX SWITCH, TOGGLE BOLT, WALL PLATE RPO#17123	L.4520 · BUILDING REPA...	-36.93
Bill	34240/J	04/16/2024		CONSTRUCTION ADHESIVE RPO#17123	L.4520 · BUILDING REPA...	-9.19
Bill	34215/J	04/16/2024		TOGGLE BOLT, DRILL BIT, FASTENERS RPO#17123	L.4520 · BUILDING REPA...	-40.63
TOTAL						-109.26
Bill Pmt -Che...	13735	04/16/2024	ADVANCED IMAGING SYSTEMS		L0201.0 · CASH DISBUR...	
Bill	INV068394	04/16/2024		N - COPIER ID#07293 2/29-3/28/24	L.4520 · BUILDING REPA...	-13.81
Bill	INV068721	04/16/2024		N - COPIER ID#10540 3/5-4/4/24	L.4520 · BUILDING REPA...	-8.10
Bill	INV068732	04/16/2024		N - COPIER ID#10034 3/3-4/2/24	L.4520 · BUILDING REPA...	-7.18
TOTAL						-29.09
Bill Pmt -Che...	13736	04/16/2024	ADVANCED TRAINING CENTER		L0201.0 · CASH DISBUR...	
Bill	1651	04/16/2024		N - CPR/AED CERTIFICATION 3/14/24 RPO#17383	L.4291 · STAFF DEVELO...	-770.00
TOTAL						-770.00
Bill Pmt -Che...	13737	04/16/2024	AMAZON BUSINESS	A4VU9S4Y6UBIA	L0201.0 · CASH DISBUR...	
Bill	1RHQWR...	04/16/2024		DISINFECTANT SPRAY, TOILET CLEANER PO#17348	L.4510 · CUSTODIAL SU...	-180.94
				FLAG CLIPS, CPR MASKS, TRASH CANS PO#17393,1...	L.4520 · BUILDING REPA...	-204.60
				MISC. SUPPLIES PO#17326,55,58	L.4300 · OFFICE AND LI...	-576.81
				BOOKS	L.4100 · BOOKS	-102.27
				ALL - TROLL DOLLS PO#17323	L.42901 · All Abilities	-114.21
				T&M - PROGRAM SUPPLIES PO#17324,32,78,79	L.42903 · Virtual/Take & ...	-555.26
				LL - VINYL PO#17415	L.42906 · LearnLab Progr...	-11.69
				LOT - MISC ITEMS PO#17319,64,75,96	L.41511 · Library of Things	-1,305.79
				NA - PROGRAM SUPPLIES PO#17331	L4290NA · NESCONSET ...	-75.30
				CA - PROGRAM SUPPLIES PO#17377	L4290CA · COMMACK A...	-89.09
				CJ - PROGRAM SUPPLIES PO#17355,17425	L4290CJ · COMMACK JU...	-84.02
				NJ - PROGRAM SUPPLIES PO#17420	L4290NJ · NESCONSET ...	-78.83

THE SMITHTOWN LIBRARY -L FUND
APRIL 2024
April 16, 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
				KJ - PROGRAM SUPPLIES PO#17369	L4290KJ · KINGS PARK ...	-83.28
				SJ - PROGRAM SUPPLIES PO#17326,65	L4290SJ · SMITHTOWN ...	-184.64
				SYA - PROGRAM SUPPLIES PO#17391	L4290SY · SMITHTOWN ...	-35.96
				PROGRAM SUPPLIES PO#17391,17426	L4290CY · COMMACK Y...	-125.06
				PROGRAM SUPPLIES PO#17368,88,91,17413	L4290KY · KINGS PARK ...	-607.88
				PROGRAM SUPPLIES PO#17359,91	L4290NY · NESCONSET ...	-66.66
				COMPUTER SUPPLIES PO#17361,74,17431	L.43201 · Computer Supp...	-1,183.81
				SRP - SJ - PLAYDOH, BRACELETS, BAGS PO#17382	L.4290S · SUMMER REA...	-192.57
				SRP - CJ - BRACELETS,STAMPERS,PUZZLES, MISC S...	L.4290S · SUMMER REA...	-52.40
				SRP - CYA - BLUE PAPER BAGS PO#17426	L.4290S · SUMMER REA...	-16.83
				SRP - YA - PROGRAM SUPPLIES PO#17397	L.4290S · SUMMER REA...	-132.59
				SHIPPING & HANDLING	L.4330 · POSTAGE AND ...	-28.34
TOTAL						-6,088.83
Bill Pmt -Che...	13738	04/16/2024	American Express - Smithtown L...		L0201.0 · CASH DISBUR...	
Bill	STATEME...	04/16/2024		EFAQ	L.4311 · TELECOMMUNI...	-157.99
				STAMPS.COM MONTHLY FEE	L.4330 · POSTAGE AND ...	-19.86
				INK, WATER BOTTLES, WIPES, GLUE, POSTER PAPE...	L.4300 · OFFICE AND LI...	-1,112.45
				DIRECTORS MEETING SUPPLIES PO#17387	L.4291 · STAFF DEVELO...	-120.15
				MICROSOFT OFFICE, TEAMVIEWER, MAGIC DESKTO...	L.43202 · Software Servic...	-7,560.70
				POWER WASHER, KEYS, MOTOR OIL, RAZORS PO#1...	L.4520 · BUILDING REPA...	-155.92
				VAN BATTERY PO#17372	L.4370 · PROFESSIONA...	-69.33
				GIFT CARDS PO#17416	L.42903 · Virtual/Take & ...	-99.42
				VINYL PO#17414	L.42906 · LearnLab Progr...	-58.64
				PLATES, PAPER GRASS PO#17418	L4290NJ · NESCONSET ...	-21.46
				WOOD BOARDS PO#17333	L4290CA · COMMACK A...	-59.56
				PROGRAM SUPPLIES PO#17302,84,17432,35,33,36	L4290CY · COMMACK Y...	-410.79
				CRICUT TRANSFER SHEETS PO#17384	L4290SY · SMITHTOWN ...	-9.94
				CRICUT TRANSFER SHEETS PO#17384	L4290NY · NESCONSET ...	-9.94
				WOOD FRAMES, TRANSFER SHEETS PO#17366,84	L4290KY · KINGS PARK ...	-82.40
				SUPER GLUE PO#17427	L.41512 · LearnLab	-11.52
				SRP - A - BICYCLE PO#17412	L.4290S · SUMMER REA...	-387.72
				SCLA MEMBERSHIP R.LUSAK, P.THOMSON PO#1735...	L.4380 · MEMBERSHIP D...	-109.36
				TRAVEL, CONFERENCE REGISTRATION PO#17259,17...	L.4350 · TRAVEL	-808.22
TOTAL						-11,265.37
Bill Pmt -Che...	13739	04/16/2024	AT & T MOBILITY		L0201.0 · CASH DISBUR...	
Bill	28730454...	04/16/2024		SCKN - FIRE COMMUNICATIONS & IPADS 4/2-5/1/24	L.4311 · TELECOMMUNI...	-338.18
TOTAL						-338.18

THE SMITHTOWN LIBRARY -L FUND
APRIL 2024
 April 16, 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13740	04/16/2024	ATLAS, SANDRA		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-224.10
TOTAL						-224.10
Bill Pmt -Che...	13741	04/16/2024	AVENI, LINDA		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-524.10
TOTAL						-524.10
Bill Pmt -Che...	13742	04/16/2024	BAHR, JOYCE		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-524.10
TOTAL						-524.10
Bill Pmt -Che...	13743	04/16/2024	BAKER & TAYLOR	303805	L0201.0 · CASH DISBUR...	
Bill	VARIOUS ...	04/16/2024		BOOKS CONTINUATIONS	L.4100 · BOOKS L.4131 · OTHER SERIALS	-20,589.64 -838.06
TOTAL						-21,427.70
Bill Pmt -Che...	13744	04/16/2024	BALL, CATHERINE		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-524.10
TOTAL						-524.10
Bill Pmt -Che...	13745	04/16/2024	BARLIN, NEAL		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-224.10
TOTAL						-224.10

THE SMITHTOWN LIBRARY -L FUND
APRIL 2024
 April 16, 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13746	04/16/2024	BERNER, DAVID		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-748.20
TOTAL						-748.20
Bill Pmt -Che...	13747	04/16/2024	BESTCO / HARTFORD - 6795 (BE...		L0201.0 · CASH DISBUR...	
Bill	06221 5/1/...	04/16/2024		RETIRED HEALTH CLASS MAY 2024	L.8500 · HOSPITAL/MEDI...	-12,302.89
TOTAL						-12,302.89
Bill Pmt -Che...	13748	04/16/2024	BLACKBURN, ROBERT		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-224.10
TOTAL						-224.10
Bill Pmt -Che...	13749	04/16/2024	BRANCH PLUMBING INC.		L0201.0 · CASH DISBUR...	
Bill	4302	04/16/2024		S - REMOVE & REPAIR FLUSHOMETER 3/6-3/7/24 RP...	L.4520 · BUILDING REPA...	-650.00
TOTAL						-650.00
Bill Pmt -Che...	13750	04/16/2024	BRIER, MARK		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	04/16/2024		NA - LAUGHS AT THE LIBRARY 3/23/24	L4290NA · NESCONSET ...	-250.00
TOTAL						-250.00
Bill Pmt -Che...	13751	04/16/2024	BRODART CO/BOOKS, TS		L0201.0 · CASH DISBUR...	
Bill	B6755828	04/16/2024		CONTINUATIONS	L.4131 · OTHER SERIALS	-75.54
Bill	B6763020	04/16/2024		CONTINUATIONS	L.4131 · OTHER SERIALS	-332.17
Bill	B6767249	04/16/2024		CONTINUATIONS	L.4131 · OTHER SERIALS	-97.12
TOTAL						-504.83

THE SMITHTOWN LIBRARY -L FUND
APRIL 2024
 April 16, 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13752	04/16/2024	BUCKMAN, JAMES		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	04/16/2024		MILEAGE INTER BUILDING 3/1-3/29/24	L.4350 · TRAVEL	-46.62
TOTAL						-46.62
Bill Pmt -Che...	13753	04/16/2024	CALLAHAN-HARRIS, DOROTHY		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-524.10
TOTAL						-524.10
Bill Pmt -Che...	13754	04/16/2024	CANGELOSI, JANICE		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-524.10
TOTAL						-524.10
Bill Pmt -Che...	13755	04/16/2024	CAPE, FRED		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-524.10
TOTAL						-524.10
Bill Pmt -Che...	13756	04/16/2024	CDW-G CORPORATE OFFICE		L0201.0 · CASH DISBUR...	
Bill	QD89236	04/16/2024		SURGE PROTECTOR UPS PO#17390	L.43201 · Computer Supp...	-1,641.30
TOTAL						-1,641.30
Bill Pmt -Che...	13757	04/16/2024	CENGAGE LEARNING		L0201.0 · CASH DISBUR...	
Bill	84015218	04/16/2024		BOOKS	L.4100 · BOOKS	-55.98
Bill	84015324	04/16/2024		BOOKS	L.4100 · BOOKS	-27.99
Bill	84019048	04/16/2024		BOOKS	L.4100 · BOOKS	-30.39
Bill	84032714	04/16/2024		BOOKS	L.4100 · BOOKS	-56.78
Bill	84000581	04/16/2024		BOOKS	L.4100 · BOOKS	-83.97
Bill	84002136	04/16/2024		BOOKS	L.4100 · BOOKS	-151.15
Bill	84048334	04/16/2024		BOOKS	L.4100 · BOOKS	-29.59
Bill	84052756	04/16/2024		BOOKS	L.4100 · BOOKS	-31.19
Bill	84053044	04/16/2024		BOOKS	L.4100 · BOOKS	-89.57
Bill	84063852	04/16/2024		BOOKS	L.4100 · BOOKS	-213.77
Bill	84076216	04/16/2024		BOOKS	L.4100 · BOOKS	-44.18

THE SMITHTOWN LIBRARY -L FUND
APRIL 2024
 April 16, 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill	84113555	04/16/2024		BOOKS	L.4100 · BOOKS	-31.19
Bill	84117721	04/16/2024		BOOKS	L.4100 · BOOKS	-24.04
TOTAL						-869.79
Bill Pmt -Che...	13758	04/16/2024	COLLABORATIVE SUMMER LIB...		L0201.0 · CASH DISBUR...	
Bill	Woo297155	04/16/2024		SRP - SJ - POSTERS, SIGNS, STICKERS, BOOKMARK...	L.4290S · SUMMER REA...	-48.99
TOTAL						-48.99
Bill Pmt -Che...	13759	04/16/2024	CSEA EMPLOYEE BENEFIT FUND		L0201.0 · CASH DISBUR...	
Bill	155 PR#7,...	04/16/2024		EE - EMPLOYEE BENEFIT FUND APRIL 2024 ER - EMPLOYEE BENEFIT FUND APRIL 2024	L.8601 · CSEA BENEFIT ... L.8602 · CSEA BENEFIT ...	-1,182.00 -13,387.35
TOTAL						-14,569.35
Bill Pmt -Che...	13760	04/16/2024	DAVIDE, JOEY		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	04/16/2024		PRINT CARD REIMBURSEMENT	L.20827 · PATRON PRIN...	-20.00
TOTAL						-20.00
Bill Pmt -Che...	13761	04/16/2024	DELAURO, JEAN		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-748.20
TOTAL						-748.20
Bill Pmt -Che...	13762	04/16/2024	DICRISTINA,CORINNE		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-524.10
TOTAL						-524.10
Bill Pmt -Che...	13763	04/16/2024	DISPIRITO, CLAIRE		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-524.10
TOTAL						-524.10

THE SMITHTOWN LIBRARY -L FUND
APRIL 2024
 April 16, 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13764	04/16/2024	EMMA S. CLARK MEMORIAL LIB...		L0201.0 · CASH DISBUR...	
Bill	424642	04/16/2024		L&P TO EMMA CLARK LIB PATRON L.WHITE	L.4110 · LOST AND PAID	-16.95
TOTAL						-16.95
Bill Pmt -Che...	13765	04/16/2024	ESPOSITO, NANCY		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	04/16/2024		NA - BEGINNER MAH JONGG 3/26-4/9/24	L4290NA · NESCONSET ...	-360.00
TOTAL						-360.00
Bill Pmt -Che...	13766	04/16/2024	FERREIRA, GINA		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	04/16/2024		MILEAGE INTER BUILDING 1/4-3/9/24	L.4350 · TRAVEL	-85.40
TOTAL						-85.40
Bill Pmt -Che...	13767	04/16/2024	FISHER, PATRICIA		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-524.10
TOTAL						-524.10
Bill Pmt -Che...	13768	04/16/2024	FITZPATRICK, VIVIENNE		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-524.10
TOTAL						-524.10
Bill Pmt -Che...	13769	04/16/2024	FLOYD MEMORIAL LIBRARY		L0201.0 · CASH DISBUR...	
Bill	738821	04/16/2024		L&P TO FLOYD MEMORIAL LIB PATRON D.GOLDBERG	L.4110 · LOST AND PAID	-26.95
TOTAL						-26.95
Bill Pmt -Che...	13770	04/16/2024	FRANK, LINDA M.		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	04/16/2024		SA - DNA & FAMOUS MURDER CASES 3/26/24	L4290SA · SMITHTOWN ...	-150.00
TOTAL						-150.00

THE SMITHTOWN LIBRARY -L FUND
APRIL 2024
 April 16, 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13771	04/16/2024	FUN EXPRESS LLC		L0201.0 · CASH DISBUR...	
Bill	73029142...	04/16/2024		BOOKMARKS PO#17389	L4290NY · NESCONSET ...	-16.17
				PAPER PO#17389	L4290KY · KINGS PARK ...	-19.98
Bill	73022272...	04/16/2024		SRP - SJ - MISC PRIZES PO#17381	L.4290S · SUMMER REA...	-692.88
Bill	73047732...	04/16/2024		NJ - STICKERS, FANS, BIRD CRAFT KITS PO#17419	L4290NJ · NESCONSET ...	-32.73
Bill	73047907...	04/16/2024		SRP - CJ - BOOKMARKS, DUCKS, ANIMALS, GLASSE...	L.4290S · SUMMER REA...	-242.25
Bill	73032858...	04/16/2024		SRP - NJ - SQUISH ANIMALS PO#17395	L.4290S · SUMMER REA...	-60.23
Bill	73028805...	04/16/2024		SRP - SJ - MISC. PRIZES PO#17386	L.4290S · SUMMER REA...	-715.09
TOTAL						-1,779.33
Bill Pmt -Che...	13772	04/16/2024	GENOVESE, JOANNE		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-748.20
TOTAL						-748.20
Bill Pmt -Che...	13773	04/16/2024	GIANNICCHI, JOAN		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-748.20
TOTAL						-748.20
Bill Pmt -Che...	13774	04/16/2024	GLEASON, NATALIE		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-524.10
TOTAL						-524.10
Bill Pmt -Che...	13775	04/16/2024	GLOBAL EQUIPMENT COMPANY		L0201.0 · CASH DISBUR...	
Bill	121694628	04/16/2024		MAIL CART PO#17417	L.4520 · BUILDING REPA...	-229.95
TOTAL						-229.95
Bill Pmt -Che...	13776	04/16/2024	GOLDMAN, LINDA		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-524.10
TOTAL						-524.10

THE SMITHTOWN LIBRARY -L FUND
APRIL 2024
 April 16, 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13777	04/16/2024	GOLDMAN, SUSAN		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-524.10
TOTAL						-524.10
Bill Pmt -Che...	13778	04/16/2024	GOTTESMAN, SUSAN		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-748.20
TOTAL						-748.20
Bill Pmt -Che...	13779	04/16/2024	GRAINGER, W.W.		L0201.0 · CASH DISBUR...	
Bill	9070359063	04/16/2024		SOAP, PAPER TOWELS PO#17441	L.4510 · CUSTODIAL SU...	-130.54
TOTAL						-130.54
Bill Pmt -Che...	13780	04/16/2024	GREEN-WOOD HISTORIC FUND		L0201.0 · CASH DISBUR...	
Bill	TR-084 FI...	04/16/2024		T - GREENWOOD CEMETERY TRIP 5/18/24 PO#17354	L.4290T · TRIPS	-800.00
TOTAL						-800.00
Bill Pmt -Che...	13781	04/16/2024	GREY HOUSE PUBLISHING		L0201.0 · CASH DISBUR...	
Bill	983494	04/16/2024		CONTINUATIONS - NYS DIRECTORY 24-25	L.4131 · OTHER SERIALS	-587.50
TOTAL						-587.50
Bill Pmt -Che...	13782	04/16/2024	GRIFFIN, MARY		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-524.10
TOTAL						-524.10
Bill Pmt -Che...	13783	04/16/2024	GROVE, JOANNE T.		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-748.20
TOTAL						-748.20

THE SMITHTOWN LIBRARY -L FUND
APRIL 2024
 April 16, 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13784	04/16/2024	GUADAGNO, JOAN		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-748.20
TOTAL						-748.20
Bill Pmt -Che...	13785	04/16/2024	GUILLOT, ELAINE		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-748.20
TOTAL						-748.20
Bill Pmt -Che...	13786	04/16/2024	GUTMAN, FERN		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-748.20
TOTAL						-748.20
Bill Pmt -Che...	13787	04/16/2024	GXC INC.		L0201.0 · CASH DISBUR...	
Bill	241672	04/16/2024		SCKN - PROTECTIVE SERVICES 3/7-3/20/24	L.4375 · PROFESSIONA...	-16,960.11
Bill	241756	04/16/2024		SCKN - PROTECTIVE SERVICES 3/21-4/3/24	L.4375 · PROFESSIONA...	-16,714.34
TOTAL						-33,674.45
Bill Pmt -Che...	13788	04/16/2024	HARBORFIELDS PUBLIC LIBRARY		L0201.0 · CASH DISBUR...	
Bill	756073	04/16/2024		L&P TO HARBORFIELDS LIB PATRON T.SPATHIS	L.4110 · LOST AND PAID	-12.99
TOTAL						-12.99
Bill Pmt -Che...	13789	04/16/2024	HAUPPAUGE PUBLIC LIBRARY		L0201.0 · CASH DISBUR...	
Bill	774616	04/16/2024		L&P TO HAUPPAUGE LIB PATRON G.LOPEZ	L.4110 · LOST AND PAID	-29.00
TOTAL						-29.00

THE SMITHTOWN LIBRARY -L FUND
APRIL 2024
 April 16, 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13790	04/16/2024	HAWKINS, RICHARD		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-748.20
TOTAL						-748.20
Bill Pmt -Che...	13791	04/16/2024	HEWLETT-PACKARD (PRINT SU...		L0201.0 · CASH DISBUR...	
Bill	91085102...	04/16/2024		SCKN - PRINT SERVICE 2/1-2/29/24 RPO#17303	L.4520 · BUILDING REPA...	-1,283.23
TOTAL						-1,283.23
Bill Pmt -Che...	13792	04/16/2024	HOME DEPOT CREDIT SERVICES	6035-3220-0456-1233	L0201.0 · CASH DISBUR...	
Bill	STATEME...	04/16/2024		K - LITHIUM BATTERY PO#17373 WIFI ROUTER, LAWN SUPPLIES, MISC. ITEMS RPO#1...	L.4300 · OFFICE AND LI... L.4520 · BUILDING REPA...	-99.00 -464.95
TOTAL						-563.95
Bill Pmt -Che...	13793	04/16/2024	HUSSEY, EDWARD		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-748.20
TOTAL						-748.20
Bill Pmt -Che...	13794	04/16/2024	INGRAM LIBRARY SERVICES		L0201.0 · CASH DISBUR...	
Bill	63040886	04/16/2024		BOOKS	L.4100 · BOOKS	-125.79
Bill	63042620	04/16/2024		BOOKS	L.4100 · BOOKS	-172.50
Bill	63043073	04/16/2024		BOOKS	L.4100 · BOOKS	-71.88
TOTAL						-370.17
Bill Pmt -Che...	13795	04/16/2024	IRON MOUNTAIN		L0201.0 · CASH DISBUR...	
Bill	JJCW443	04/16/2024		SCKN - DOCUMENT STORAGE 4/1-4/30/24	L.4520 · BUILDING REPA...	-376.67
TOTAL						-376.67

THE SMITHTOWN LIBRARY -L FUND
APRIL 2024
April 16, 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13796	04/16/2024	ISLAND ELEVATOR INDUSTRIES...		L0201.0 · CASH DISBUR...	
Bill	80352067...	04/16/2024		SCKN - MONTHLY SERVICE APRIL 2024 RPO#17137	L.4520 · BUILDING REPA...	-893.00
TOTAL						-893.00
Bill Pmt -Che...	13797	04/16/2024	JENNINGS, SHARON		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-524.10
TOTAL						-524.10
Bill Pmt -Che...	13798	04/16/2024	JOHN JERMAIN MEMORIAL LIBR...		L0201.0 · CASH DISBUR...	
Bill	0001	04/16/2024		L&P TO JOHN JERMAIN LIB FOR DAMAGED BOOK	L.4110 · LOST AND PAID	-18.99
TOTAL						-18.99
Bill Pmt -Che...	13799	04/16/2024	KANOPY		L0201.0 · CASH DISBUR...	
Bill	393344-PPU	04/16/2024		SCKN - VIDEO STREAMING	L.4150 · ONLINE MATL'S...	-990.00
Bill	379748-PPU	04/16/2024		SCKN - VIDEO STREAMING	L.4150 · ONLINE MATL'S...	-1,002.00
TOTAL						-1,992.00
Bill Pmt -Che...	13800	04/16/2024	KAPLAN, LESLIE		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-524.10
TOTAL						-524.10
Bill Pmt -Che...	13801	04/16/2024	KRAUS, ROSEMARIE		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-451.77
TOTAL						-451.77

THE SMITHTOWN LIBRARY -L FUND
APRIL 2024
 April 16, 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13802	04/16/2024	LEAF	contract #100-2087037-002	L0201.0 · CASH DISBUR...	
Bill	16301150 ...	04/16/2024		SCKN - COPIER LEASE MARCH 2024 RPO#17138	L.4520 · BUILDING REPA...	-1,087.84
TOTAL						-1,087.84
Bill Pmt -Che...	13803	04/16/2024	LENTINO, AMANDA		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	04/16/2024		MILEAGE FOR NURSING HOME VISITS 3/6,12,13	L.4350 · TRAVEL	-21.44
TOTAL						-21.44
Bill Pmt -Che...	13804	04/16/2024	LEONE, GINA		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	04/16/2024		SA - DNA & FAMOUS MURDER CASES 3/26/24	L4290SA · SMITHTOWN ...	-75.00
TOTAL						-75.00
Bill Pmt -Che...	13805	04/16/2024	LONGWOOD PUBLIC LIBRARY		L0201.0 · CASH DISBUR...	
Bill	763430	04/16/2024		L&P TO LONGWOOD LIB PATRON C.VARGAS	L.4110 · LOST AND PAID	-49.95
TOTAL						-49.95
Bill Pmt -Che...	13806	04/16/2024	LUSAK, ROBERT		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	04/16/2024		SMITHTOWN ROTARY BREAKFAST MEETING 3/7/24	L.4291 · STAFF DEVELO...	-21.99
TOTAL						-21.99
Bill Pmt -Che...	13807	04/16/2024	LUSAK, ROBERT - PETTY CASH		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	04/16/2024		WOOD PEOPLE, APPLE PIE	L4290KJ · KINGS PARK ...	-21.07
				BUBBLES	L4290CJ · COMMACK JU...	-5.00
				WIRE, SEEDS	L4290CY · COMMACK Y...	-29.69
				LAUNDRY 3/16, 3/30/24	L.4510 · CUSTODIAL SU...	-13.25
				ORANGE JUICE, CREAMER, HALF & HALF	L.4291 · STAFF DEVELO...	-13.88
TOTAL						-82.89

THE SMITHTOWN LIBRARY -L FUND
APRIL 2024
 April 16, 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13808	04/16/2024	MANAGED TECHNOLOGY, INC		L0201.0 · CASH DISBUR...	
Bill	39948	04/16/2024		SCKN - MONTHLY SUPPORT APRIL 2024	L.43202 · Software Servic...	-825.00
TOTAL						-825.00
Bill Pmt -Che...	13809	04/16/2024	MARCINIAK, LINDA		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-748.20
TOTAL						-748.20
Bill Pmt -Che...	13810	04/16/2024	MATTHEW BENDER*LEXIS NEXIS		L0201.0 · CASH DISBUR...	
Bill	40855929	04/16/2024		CONTINUATIONS	L.4131 · OTHER SERIALS	-898.00
TOTAL						-898.00
Bill Pmt -Che...	13811	04/16/2024	MCCARTHY, MARGARET		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-800.70
TOTAL						-800.70
Bill Pmt -Che...	13812	04/16/2024	MCLAUGHLIN, STASIA		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-524.10
TOTAL						-524.10
Bill Pmt -Che...	13813	04/16/2024	MCMANUS, MARY SUZANNE		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-524.10
TOTAL						-524.10

THE SMITHTOWN LIBRARY -L FUND
APRIL 2024
 April 16, 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13814	04/16/2024	MIDWEST TAPE		L0201.0 · CASH DISBUR...	
Bill	VARIOUS ...	04/16/2024		RECORDINGS	L.4120 · RECORDINGS	-8,088.41
Bill	50527218...	04/16/2024		HOOPLA 3/1-3/31/24	L.4150 · ONLINE MATL'S...	-1,799.31
TOTAL						-9,887.72
Bill Pmt -Che...	13815	04/16/2024	MOLLICA, JESSICA		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	04/16/2024		NA - EVENING YOGA 3/6,3/13,3/20,3/27/24	L4290NA · NESCONSET ...	-300.00
TOTAL						-300.00
Bill Pmt -Che...	13816	04/16/2024	MOSER, LYDIA		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-748.20
TOTAL						-748.20
Bill Pmt -Che...	13817	04/16/2024	MUHLENBRUCK, CAROLYN		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-418.83
TOTAL						-418.83
Bill Pmt -Che...	13818	04/16/2024	MURPHY, JOANNE		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-224.10
TOTAL						-224.10
Bill Pmt -Che...	13819	04/16/2024	MUSOROFITI, HELEN		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-524.10
TOTAL						-524.10

THE SMITHTOWN LIBRARY -L FUND
APRIL 2024
 April 16, 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13820	04/16/2024	MUSTAPICH, HELEN		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-524.10
TOTAL						-524.10
Bill Pmt -Che...	13821	04/16/2024	NATIONAL GRID-C	56647-97009	L0201.0 · CASH DISBUR...	
Bill	56647-970...	04/16/2024		C - GAS 3/1-4/2/24	L.4500 · FUEL AND UTILI...	-753.59
TOTAL						-753.59
Bill Pmt -Che...	13822	04/16/2024	NATIONWIDE RESTORATION		L0201.0 · CASH DISBUR...	
Bill	APP #1	04/16/2024		WALK PAD PROJECT - HIGH LOW ROOF RPO#17446	L.4520 · BUILDING REPA...	-9,000.00
TOTAL						-9,000.00
Bill Pmt -Che...	13823	04/16/2024	NESCONSET CHAMBER OF CO...		L0201.0 · CASH DISBUR...	
Bill	MEMBER...	04/16/2024		2024 ANNUAL MEMBERSHIP DUES PO#17460	L.4380 · MEMBERSHIP D...	-175.00
TOTAL						-175.00
Bill Pmt -Che...	13824	04/16/2024	NETSUPPORT INC		L0201.0 · CASH DISBUR...	
Bill	SO5264	04/16/2024		NETSUPPORT NOTIFY MAINT 6/1/24-5/31/25 PO#17398	L.43202 · Software Servic...	-81.40
TOTAL						-81.40
Bill Pmt -Che...	13825	04/16/2024	NEW YORK TIMES, THE		L0201.0 · CASH DISBUR...	
Bill	320414B6...	04/16/2024		C - THE NEW YORK TIMES 3/31/24-3/29/25	L.4130 · PERIODICALS	-528.44
TOTAL						-528.44
Bill Pmt -Che...	13826	04/16/2024	NICHOLLS, MARY LOIS		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-524.10
TOTAL						-524.10

THE SMITHTOWN LIBRARY -L FUND
APRIL 2024
 April 16, 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13827	04/16/2024	NIELSEN, CHERYL		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-524.10
TOTAL						-524.10
Bill Pmt -Che...	13828	04/16/2024	NORDIN, PARIS		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-524.10
TOTAL						-524.10
Bill Pmt -Che...	13829	04/16/2024	NORTH BABYLON PUBLIC LIBR...		L0201.0 · CASH DISBUR...	
Bill	763652	04/16/2024		L&P TO N.BABYLON LIB PATRON L.STIGLIANO	L.4110 · LOST AND PAID	-30.00
TOTAL						-30.00
Bill Pmt -Che...	13830	04/16/2024	NORTH SHORE NEWS GROUP		L0201.0 · CASH DISBUR...	
Bill	S032701 ...	04/16/2024		N - SMITHTOWN NEWS 5/2024-5/2025	L.4130 · PERIODICALS	-30.00
TOTAL						-30.00
Bill Pmt -Che...	13831	04/16/2024	NORTH SHORE PUBLIC LIBRARY		L0201.0 · CASH DISBUR...	
Bill	373631	04/16/2024		L&P TO NORTH SHORE LIB PATRON C.VARGAS	L.4110 · LOST AND PAID	-16.95
TOTAL						-16.95
Bill Pmt -Che...	13832	04/16/2024	NYS EMPLOYEES HEALTH INS. (...)	03419	L0201.0 · CASH DISBUR...	
Bill	605 5/24 0...	04/16/2024		EMPLOYEE HEALTH INS MAY 2024	L.8500 · HOSPITAL/MEDI...	-206,499.56
TOTAL						-206,499.56
Bill Pmt -Che...	13833	04/16/2024	NYS INDUSTRIES FOR THE DISA...		L0201.0 · CASH DISBUR...	
Bill	1046906	04/16/2024		SCKN - DOCUMENT DESTRUCTION 2/29/24 RPO#17141	L.4520 · BUILDING REPA...	-52.68
TOTAL						-52.68

THE SMITHTOWN LIBRARY -L FUND
APRIL 2024
 April 16, 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13834	04/16/2024	O'RIORDAN, KATHLEEN		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-524.10
TOTAL						-524.10
Bill Pmt -Che...	13835	04/16/2024	OCEAN JANITORIAL SUPPLIES		L0201.0 · CASH DISBUR...	
Bill	604599	04/16/2024		CLEANER, PEROXIDE, VACUUM BAGS, FILTERS PO#...	L.4510 · CUSTODIAL SU...	-175.51
TOTAL						-175.51
Bill Pmt -Che...	13836	04/16/2024	OCLC, INC.		L0201.0 · CASH DISBUR...	
Bill	1000365667	04/16/2024		SCKN - WEB DEWEY RENEWAL 4/1-3/31/25 PO# 17466	L.4150 · ONLINE MATL'S...	-817.00
TOTAL						-817.00
Bill Pmt -Che...	13837	04/16/2024	ODP (OFFICE DEPOT)		L0201.0 · CASH DISBUR...	
Bill	35717982...	04/16/2024		PAPER PO#17342	L.4300 · OFFICE AND LI...	-79.78
Bill	35720131...	04/16/2024		POUCHES PO#17342	L.4300 · OFFICE AND LI...	-11.26
Bill	35289940...	04/16/2024		PAPER, POUCHES, CORRECTION TAPE PO#17344	L.4300 · OFFICE AND LI...	-108.45
Bill	35567163...	04/16/2024		PAPER, FILE FOLDERS PO#17350	L.4300 · OFFICE AND LI...	-164.88
Bill	35712151...	04/16/2024		PAPER, SORTER PO#17341	L.4300 · OFFICE AND LI...	-172.09
Bill	58601925...	04/16/2024		PAPER PO#17409	L.4300 · OFFICE AND LI...	-157.96
TOTAL						-694.42
Bill Pmt -Che...	13838	04/16/2024	OLSEN'S DISCOUNT NURSERIES		L0201.0 · CASH DISBUR...	
Bill	267273	04/16/2024		S - MULCH 5 YARDS RPO#17142	L.4520 · BUILDING REPA...	-145.00
Bill	267236	04/16/2024		C - MULCH 6 YARDS RPO#17142	L.4520 · BUILDING REPA...	-163.00
Bill	267452	04/16/2024		S - MULCH 8 YARDS RPO#17142	L.4520 · BUILDING REPA...	-209.00
Bill	267318	04/16/2024		N - MULCH 12 YARDS RPO#17142	L.4520 · BUILDING REPA...	-246.00
TOTAL						-763.00

THE SMITHTOWN LIBRARY -L FUND
APRIL 2024
 April 16, 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13839	04/16/2024	PALDY, LESTER G.		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	04/16/2024		CA - WOMEN OF THE CIA 3/26/24	L4290CA · COMMACK A...	-195.00
TOTAL						-195.00
Bill Pmt -Che...	13840	04/16/2024	PERNICIARO, DIANA		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-748.20
TOTAL						-748.20
Bill Pmt -Che...	13841	04/16/2024	POPPE, LAURA		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-748.20
TOTAL						-748.20
Bill Pmt -Che...	13842	04/16/2024	PRECISION MICROPRODUCTS OF		L0201.0 · CASH DISBUR...	
Bill	240401	04/16/2024		SCANDIVA - SCANNER MAINTENANCE AGREEMENT ...	L.43202 · Software Servic...	-1,795.00
TOTAL						-1,795.00
Bill Pmt -Che...	13843	04/16/2024	PSEGLI - SCKN	Cust. ID #0715-0037-94-8	L0201.0 · CASH DISBUR...	
Bill	65003711...	04/16/2024		S - 8786417500 2/29-3/28/24	L.4500 · FUEL AND UTILI...	-4,340.10
				C - 6505010201 2/26-3/25/24	L.4500 · FUEL AND UTILI...	-2,177.65
				K - 6500371101 2/29-3/28/24	L.4500 · FUEL AND UTILI...	-2,841.31
				N - 8955665401 2/21-3/20/24	L.4500 · FUEL AND UTILI...	-3,934.09
TOTAL						-13,293.15
Bill Pmt -Che...	13844	04/16/2024	RAO, JOSEPH		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	04/16/2024		VIRTUAL - ADVENTURES OF AN ECLIPSE CHASER 3/...	L.42903 · Virtual/Take & ...	-150.00
TOTAL						-150.00

THE SMITHTOWN LIBRARY -L FUND
APRIL 2024
 April 16, 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13845	04/16/2024	RAYMONDGEDDES.COM		L0201.0 · CASH DISBUR...	
Bill	879629	04/16/2024		SRP - SJ - SAND, CLIPS PO#17385	L.4290S · SUMMER REA...	-145.23
TOTAL						-145.23
Bill Pmt -Che...	13846	04/16/2024	READING GROUP CHOICES		L0201.0 · CASH DISBUR...	
Bill	INV-1808	04/16/2024		CONTINUATIONS	L.4131 · OTHER SERIALS	-44.17
TOTAL						-44.17
Bill Pmt -Che...	13847	04/16/2024	REGAL EXTERMINATORS		L0201.0 · CASH DISBUR...	
Bill	372111	04/16/2024		S - MONTHLY PEST CONTROL RPO#17144	L.4520 · BUILDING REPA...	-90.00
Bill	372109	04/16/2024		C - MONTHLY PEST CONTROL RPO#17144	L.4520 · BUILDING REPA...	-70.00
Bill	372110	04/16/2024		K - MONTHLY PEST CONTROL RPO#17144	L.4520 · BUILDING REPA...	-70.00
Bill	372112	04/16/2024		N - MONTHLY PEST CONTROL RPO#17144	L.4520 · BUILDING REPA...	-80.00
TOTAL						-310.00
Bill Pmt -Che...	13848	04/16/2024	RENGSTL, GAIL		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-443.53
TOTAL						-443.53
Bill Pmt -Che...	13849	04/16/2024	RHODE ISLAND NOVELTY		L0201.0 · CASH DISBUR...	
Bill	IN4509480	04/16/2024		SRP - NJ - SPRINGS, PLUSHIES, CLIPS PO#17423	L.4290S · SUMMER REA...	-324.00
Bill	IN4509526	04/16/2024		SRP - SJ - SHARPENER, SPRINGS, BALLS PO#17422	L.4290S · SUMMER REA...	-186.70
Bill	IN4509604	04/16/2024		SRP - CJ - CLIPS, BALLS, PLUSHIES, SPRINGS, CLAC...	L.4290S · SUMMER REA...	-432.70
TOTAL						-943.40
Bill Pmt -Che...	13850	04/16/2024	RINGCENTRAL INC		L0201.0 · CASH DISBUR...	
Bill	CD_00078...	04/16/2024		SCKN - CLOUD SERVICE 3/29-4/28/24	L.4311 · TELECOMMUNI...	-2,371.49
TOTAL						-2,371.49

THE SMITHTOWN LIBRARY -L FUND
APRIL 2024
 April 16, 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13851	04/16/2024	RONCO PAPER PRODUCTS COR...		L0201.0 · CASH DISBUR...	
Bill	277865	04/16/2024		TRASH BAGS, TOWELS, TOILET PAPER, TISSUES PO...	L.4510 · CUSTODIAL SU...	-294.37
Bill	277866	04/16/2024		TRASH BAGS, TOILET PAPER PO#17442	L.4510 · CUSTODIAL SU...	-187.29
Bill	277862	04/16/2024		PAPER TOWELS, TISSUES, TOILET PAPER PO#17443	L.4510 · CUSTODIAL SU...	-231.61
TOTAL						-713.27
Bill Pmt -Che...	13852	04/16/2024	ROWMAN & LITTLEFIELD PUBLI...		L0201.0 · CASH DISBUR...	
Bill	12435813	04/16/2024		CONTINUATIONS	L.4131 · OTHER SERIALS	-409.43
TOTAL						-409.43
Bill Pmt -Che...	13853	04/16/2024	S&S WORLDWIDE, INC.		L0201.0 · CASH DISBUR...	
Bill	IN1013226...	04/16/2024		WORKBENCH PO#17067	L.4300 · OFFICE AND LI...	-114.99
TOTAL						-114.99
Bill Pmt -Che...	13854	04/16/2024	SADOFF, JOAN		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	04/16/2024		L&P TO PATRON FOR FOUND BOOK	L.4110 · LOST AND PAID	-27.99
TOTAL						-27.99
Bill Pmt -Che...	13855	04/16/2024	SCHMIDT, ARLENE		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-748.20
TOTAL						-748.20
Bill Pmt -Che...	13856	04/16/2024	SCHOEN, PHYLLIS		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-524.10
TOTAL						-524.10

THE SMITHTOWN LIBRARY -L FUND
APRIL 2024
 April 16, 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13857	04/16/2024	SCLS		L0201.0 · CASH DISBUR...	
Bill	92026	04/16/2024		ADVENTURELAND TICKETS PO#17212	L.42904 · Ticket Transacti...	-3,300.00
Bill	91881 1ST...	04/16/2024		GASB 75 PO#16864	L.4370 · PROFESSIONA...	-1,250.00
Bill	91982	04/16/2024		S - OVERDUES MAILED MARCH 2024	L.4330 · POSTAGE AND ...	-43.52
				C - OVERDUES MAILED MARCH 2024	L.4330 · POSTAGE AND ...	-23.04
				K - OVERDUES MAILED MARCH 2024	L.4330 · POSTAGE AND ...	-32.00
				N - OVERDUES MAILED MARCH 2024	L.4330 · POSTAGE AND ...	-26.88
TOTAL						-4,675.44
Bill Pmt -Che...	13858	04/16/2024	SENSOURCE INC.		L0201.0 · CASH DISBUR...	
Bill	59426	04/16/2024		ANNUAL DATA SERVICE FEE FOR PATRON COUNT...	L.43202 · Software Servic...	-960.00
TOTAL						-960.00
Bill Pmt -Che...	13859	04/16/2024	SHAMUS COACH		L0201.0 · CASH DISBUR...	
Bill	224034 FI...	04/16/2024		T - GREENWOOD CEMETERY 5/18/24	L.4290T · TRIPS	-1,400.00
TOTAL						-1,400.00
Bill Pmt -Che...	13860	04/16/2024	SHURPIK, MARY		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-524.10
TOTAL						-524.10
Bill Pmt -Che...	13861	04/16/2024	SMITH, VIRGINIA		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-524.10
TOTAL						-524.10

THE SMITHTOWN LIBRARY -L FUND
APRIL 2024
 April 16, 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13862	04/16/2024	STAPLES BUSINESS ADVANTAGE		L0201.0 · CASH DISBUR...	
Bill	8073549172	04/16/2024		GLOVES, SPONGES PO#17349	L.4510 · CUSTODIAL SU...	-100.14
Bill	8073621619	04/16/2024		NOTEPADS, CLIPS, PENCILS PO#17351	L.4300 · OFFICE AND LI...	-31.72
Bill	8073690160	04/16/2024		MISC. OFFICE SUPPLIES PO#17394	L.4300 · OFFICE AND LI...	-67.09
				LABELS, COIN ENVELOPES PO#17403	L.41513 · Seed Library	-153.40
				CARDSTOCKS, MISC. OFFICE SUPPLIES PO#17410,11	L.4300 · OFFICE AND LI...	-91.53
TOTAL						-443.88
Bill Pmt -Che...	13863	04/16/2024	STERLING NA (PREV STAR)		L0201.0 · CASH DISBUR...	
Bill	175319	04/16/2024		SCKN - NEWSLETTER APRIL 2024 RPO#17258	L.4340 · PRINTING	-1,550.00
TOTAL						-1,550.00
Bill Pmt -Che...	13864	04/16/2024	SUMMERS, PATRICIA		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	04/16/2024		CA - BUENOS AIRES ADVENTURE 4/10/24	L4290CA · COMMACK A...	-200.00
TOTAL						-200.00
Bill Pmt -Che...	13865	04/16/2024	SZIGETHY, PAMELA		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-224.10
TOTAL						-224.10
Bill Pmt -Che...	13866	04/16/2024	TAGGART, DIANNE		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	04/16/2024		KA - HOW TO BE A BIRDER 4/6/24	L4290KA · KINGS PARK ...	-175.00
TOTAL						-175.00
Bill Pmt -Che...	13867	04/16/2024	TAURASSI, LINDA		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-524.10
TOTAL						-524.10

THE SMITHTOWN LIBRARY -L FUND
APRIL 2024
 April 16, 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13868	04/16/2024	THE LONG ISLAND DIP COMPAN...		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	04/16/2024		SA - SERVE YOUR BEST DIP EVER 4/4/24	L4290SA · SMITHTOWN ...	-200.00
TOTAL						-200.00
Bill Pmt -Che...	13869	04/16/2024	TILDEN, KYLE		L0201.0 · CASH DISBUR...	
Bill	VOUCHER	04/16/2024		MILEAGE INTER BUILDING 2/26-3/27/24	L.4350 · TRAVEL	-21.87
TOTAL						-21.87
Bill Pmt -Che...	13870	04/16/2024	TOSHIBA BUSINESS SOLUTIONS		L0201.0 · CASH DISBUR...	
Bill	5927765	04/16/2024		MAINTENANCE CHARGE 3/7-4/6/24 RPO#17150	L.4520 · BUILDING REPA...	-34.00
Bill	5927265	04/16/2024		PRINT OVERAGE 12/7-3/6/24 RPO#17150	L.4520 · BUILDING REPA...	-242.76
Bill	5936563	04/16/2024		PRINT ALLOWANCE 3/27-4/26/24	L.4520 · BUILDING REPA...	-159.22
TOTAL						-435.98
Bill Pmt -Che...	13871	04/16/2024	TOTTER, JAMES		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-224.10
TOTAL						-224.10
Bill Pmt -Che...	13872	04/16/2024	TOWN OF SMITHTOWN GENERA...		L0201.0 · CASH DISBUR...	
Bill	1320-0424...	04/16/2024		S - SOLID WASTE DISPOSAL APRIL 2024	L.4520 · BUILDING REPA...	-256.33
Bill	2443-0424...	04/16/2024		C - SOLID WASTE DISPOSAL APRIL 2024	L.4520 · BUILDING REPA...	-128.16
Bill	0464-0424...	04/16/2024		K - SOLID WASTE DISPOSAL APRIL 2024	L.4520 · BUILDING REPA...	-128.16
Bill	1978-0424...	04/16/2024		N - SOLID WASTE DISPOSAL APRIL 2024	L.4520 · BUILDING REPA...	-128.16
TOTAL						-640.81
Bill Pmt -Che...	13873	04/16/2024	UNITED STATES POSTAL SERVI...	ACCT# 200005	L0201.0 · CASH DISBUR...	
Bill	2024 ANN...	04/16/2024		POSTAGE PERMIT #148 3/29/24-3/29/25 PO#17437	L.4330 · POSTAGE AND ...	-320.00
TOTAL						-320.00

THE SMITHTOWN LIBRARY -L FUND
APRIL 2024
 April 16, 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -Che...	13874	04/16/2024	WELLS, GEORGE		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-524.10
TOTAL						-524.10
Bill Pmt -Che...	13875	04/16/2024	WEST ISLIP PUBLIC LIBRARY		L0201.0 · CASH DISBUR...	
Bill	775989	04/16/2024		L&P TO W.ISLIP LIB PATRON R.CARLIN	L.4110 · LOST AND PAID	-15.00
TOTAL						-15.00
Bill Pmt -Che...	13876	04/16/2024	WINTERS BROS. HAULNG OF L...		L0201.0 · CASH DISBUR...	
Bill	3787201 S...	04/16/2024		S - GARBAGE PICKUP APRIL 2024	L.4520 · BUILDING REPA...	-159.00
Bill	3787587 C...	04/16/2024		C - GARBAGE PICKUP APRIL 2024	L.4520 · BUILDING REPA...	-85.00
Bill	3787588 K...	04/16/2024		K - GARBAGE PICKUP APRIL 2024	L.4520 · BUILDING REPA...	-85.00
Bill	3792227 N...	04/16/2024		N - GARBAGE PICKUP APRIL 2024	L.4520 · BUILDING REPA...	-111.75
TOTAL						-440.75
Bill Pmt -Che...	13877	04/16/2024	WISKOFF, ELINOR		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-524.10
TOTAL						-524.10
Bill Pmt -Che...	13878	04/16/2024	WOLLING, ANNE		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-748.20
TOTAL						-748.20
Bill Pmt -Che...	13879	04/16/2024	ZAPPIA, DEBBIE		L0201.0 · CASH DISBUR...	
Bill	MEDI B R...	04/16/2024		MEDICARE PART B 1/1 - 3/31/24	L.8505 · Medi-B Reimburs...	-224.10
TOTAL						-224.10

THE SMITHTOWN LIBRARY - M FUND
APRIL 2024
 April 16, 2024

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill Pmt -...	1138	04/16/2024	ADWAR VIDEO		M.0201 · CASH DISBURSEMEN...	
Bill	99041	04/16/2024		A/V UPGRADE AND PODCAST BOOTH P...	M.2100 · OTHER CAPITAL	-48,789.84
TOTAL						-48,789.84
Bill Pmt -...	1139	04/16/2024	HARBES BARNYARD ADVE...		M.0201 · CASH DISBURSEMEN...	
Bill	364	04/16/2024		HARBES BARNYARD MEMBERSHIP 4/202...	M.4300 · MISC DONATION	-1,450.00
TOTAL						-1,450.00

FT PR#7 Dates 3/29/24

Client ID: 21SSL - Smithtown Special Library District Pay Group: FT Check Date: 3/29/2024 Run Date: 3/26/2024 Run Number: 159	PAYROLL SUMMARY Smithtown Special Library District	Period Begin Date: 3/9/2024 Period End Date: 3/22/2024 Pay Period: 7 Payroll Type: Regular Payroll
---	--	---

*** PAYROLL FUNDING ***

Debit Type	Bank Name	Transit Routing #	Bank Account #	Counts	Amount	ACH Debit
Checks	M & T BANK	*****0046	*****9349		\$0.00	\$0.00
Direct Deposits	M & T BANK	*****0046	*****9349	70	\$0.00	\$150,223.41
Totals:				70	\$0.00	\$150,223.41
Tax Liabilities	M & T BANK	*****0046	*****9349		\$0.00	\$69,404.98
Third Party Checks	M & T BANK	*****0046	*****9349		\$0.00	\$0.00
Third Party Electronic Payment	M & T BANK	*****0046	*****9349		\$0.00	\$0.00
Payroll Billing	M & T BANK	*****0046	*****9349		\$0.00	\$407.45
Totals:					\$0.00	\$69,812.43
Total ACH Debit:						\$220,035.84
Total Payroll Funding (all items):						\$220,035.84

Impound Date: 3/28/2024

*** 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 67
Direct Deposits \$150,223.41	Additional Checks \$0.00	Additional Checks 0	Inactive Employees Paid 0
**** Total Net Payroll \$150,223.41	Manual Checks \$0.00	Manual Checks 0	Terminated Employees Paid 0
	Void Checks/Direct Deposits \$0.00	Void Checks 0	Total Employees Paid 67
Total Taxes \$69,404.98	Third Party Sick Checks \$0.00	Third Party Sick Checks 0	Active Employee Count 67
**** Total Payroll \$219,628.39	Adjustments \$0.00	Adjustments 0	Inactive Employee Count 1
	Direct Deposits (70) \$150,223.41	Vouchers (Direct Deposit) 67	Terminated Employee Count 15
Payroll Adjustments \$0.00	Total Third Party Pays \$0.00	Total Third Party Payments 0	Total Employee Count 83
**** Adjusted Total \$219,628.39	Total Third Party Void Checks \$0.00	Total Third Party Voids 0	Employees Paid this Month 67
		Zero Net Checks 0	Active Employees this Month 67
			Employees with W2 Data 68
			Active Employees Not Paid 0

o.k. RR
19 MAR 24

FT - 220,035.84 *
 PT - 64,751.00 *
 204,706.84 *
 /
 Total

Client ID: 21SSL - Smithtown Special Library District

Pay Group: FT

Check Date: 3/29/2024

Run Date: 3/26/2024 Run Number: 159

PAYROLL SUMMARY

Smithtown Special Library District

Period Begin Date: 3/9/2024

Period End Date: 3/22/2024

Pay Period: 7

Payroll Type: Regular Payroll

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

	----- CURRENT -----		----- MTD -----		----- QTD -----		----- YTD -----	
	Wages	Taxes	Wages	Taxes	Wages	Taxes	Wages	Taxes
Federal Deposits								
FEDERAL WH	206,155.59	25,790.49	591,905.09	72,992.20	1,409,938.36	177,713.50	1,409,938.36	177,713.50
MED EE (1.450000%)	216,638.85	3,141.30	622,909.09	9,032.24	1,481,014.34	21,474.72	1,481,014.34	21,474.72
MED ER (1.450000%)	216,638.85	3,141.30	622,909.09	9,032.24	1,481,014.34	21,474.72	1,481,014.34	21,474.72
SOC SEC EE (6.200000%)	216,638.85	13,431.61	622,909.09	38,620.46	1,481,014.34	91,822.91	1,481,014.34	91,822.91
SOC SEC ER (6.200000%)	216,638.85	13,431.61	622,909.09	38,620.46	1,481,014.34	91,822.91	1,481,014.34	91,822.91
Total Federal Deposits		58,936.31		168,297.60		404,308.76		404,308.76
State/Local Employee Tax								
NEW YORK WH	209,006.41	10,468.67	600,374.20	29,910.18	1,429,461.25	74,483.55	1,429,461.25	74,483.55
Total State/Local Employee Tax		10,468.67		29,910.18		74,483.55		74,483.55
Total Taxes		69,404.98		198,207.78		478,792.31		478,792.31

*** EMPLOYER TAX EXPENSE ***

Employer Tax	CURRENT		MTD		QTD		YTD	
	Wages	Taxes	Wages	Taxes	Wages	Taxes	Wages	Taxes
MED ER (1.450000%)	216,638.85	3,141.30	622,909.09	9,032.24	1,481,014.34	21,474.72	1,481,014.34	21,474.72
SOC SEC ER (6.200000%)	216,638.85	13,431.61	622,909.09	38,620.46	1,481,014.34	91,822.91	1,481,014.34	91,822.91
Total Employer Tax		16,572.91		47,652.70		113,297.63		113,297.63

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: FT
 Check Date: 3/29/2024
 Run Date: 3/26/2024 Run Number: 159

PAYROLL SUMMARY
 Smithtown Special Library District

Period Begin Date: 3/9/2024
 Period End Date: 3/22/2024
 Pay Period: 7
 Payroll Type: Regular Payroll

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

Earnings	CURRENT		MTD		QTD		YTD	
	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars
Sunday	80.50	4,935.59	216.00	13,755.53	419.50	26,984.34	419.50	26,984.34
Holiday	0.00	0.00	578.06	26,947.72	1,966.06	89,885.02	1,966.06	89,885.02
Regular	4,051.39	183,572.59	11,141.50	503,179.54	25,350.94	1,143,783.08	25,350.94	1,143,783.08
Sick	227.37	10,486.63	814.41	38,051.91	1,773.08	82,825.65	1,773.08	82,825.65
Vacation	203.84	9,279.52	681.75	30,060.10	1,536.18	67,552.52	1,536.18	67,552.52
Personal	19.74	909.17	63.61	2,885.40	360.93	16,315.52	360.93	16,315.52
Comp Time	171.02	6,592.42	308.54	12,657.87	786.11	36,540.22	786.11	36,540.22
Call Back	1.00	62.11	1.00	62.11	10.00	444.01	10.00	444.01
Snow Removal	0.00	0.00	3.00	126.54	5.00	212.90	5.00	212.90
Stipend	0.00	0.00	0.00	1,300.00	0.00	1,300.00	0.00	1,300.00
NYS CP	0.00	0.00	0.00	0.00	280.75	13,126.59	280.75	13,126.59
Travel	2.64	116.17	7.38	315.25	14.95	636.78	14.95	636.78
Union Hours	1.00	42.26	1.00	42.26	1.00	42.26	1.00	42.26
Meetings	7.00	373.45	27.75	1,452.97	108.50	5,965.94	108.50	5,965.94
Medical Screen	6.00	268.94	14.00	673.42	26.50	1,364.16	26.50	1,364.16
Overtime Reg	0.00	0.00	0.00	0.00	4.00	169.73	4.00	169.73
Retro Pay	0.00	0.00	0.00	0.00	0.00	61.41	0.00	61.41
Vacation NR	0.00	0.00	0.00	0.00	346.87	18,903.10	346.87	18,903.10
Snow Day	0.00	0.00	418.00	18,476.19	471.75	20,876.93	471.75	20,876.93
Sick NR	0.00	0.00	0.00	0.00	626.66	34,150.59	626.66	34,150.59
Emergency Close	0.00	0.00	0.00	0.00	25.75	1,106.75	25.75	1,106.75
Total Earnings	4,771.50	216,638.85	14,276.00	649,986.81	34,114.53	1,562,247.50	34,114.53	1,562,247.50
Memo Calculations	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars
MemoSundayHours	89.50	0.00	216.75	0.00	429.50	0.00	429.50	0.00
Salary Hours	3,855.16	0.00	10,789.77	0.00	24,565.38	0.00	24,565.38	0.00
Total Memo Calculations	3,944.66	0.00	11,006.52	0.00	24,994.88	0.00	24,994.88	0.00
Deductions		Dollars		Dollars		Dollars		Dollars
Medical Pre-tax		0.00		27,037.22		81,111.66		81,111.66
Aflac		0.00		40.50		121.50		121.50
NYS Retirement		2,850.82		8,469.11		19,522.89		19,522.89
Retirement Loan		526.00		1,578.00		3,764.00		3,764.00

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

Client ID: 21SSL - Smithtown Special Library District

Pay Group: FT

Check Date: 3/29/2024

Run Date: 3/26/2024 Run Number: 159

PAYROLL SUMMARY

Smithtown Special Library District

Period Begin Date: 3/9/2024

Period End Date: 3/22/2024

Pay Period: 7

Payroll Type: Regular Payroll

*** EARNINGS & DEDUCTIONS ***

	CURRENT	MTD	QTD	YTD
AXA Equitable	2,698.00	7,744.00	17,136.00	17,136.00
CSEA Benefit Fd	390.00	1,170.00	2,694.00	2,694.00
NYS Def Comp	4,714.44	14,130.89	32,877.09	32,877.09
CSEA Ins	59.90	179.70	419.30	419.30
Disability	0.00	427.50	1,287.25	1,287.25
CSEA Dues	1,911.01	5,733.03	13,278.59	13,278.59
Retire Arrears	172.76	406.45	467.38	467.38
Pearl Carroll	40.44	121.32	283.07	283.07
Met Life	220.00	660.00	1,540.00	1,540.00
Total Deductions	13,583.37	67,697.72	174,502.73	174,502.73

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

GK. PA
19 MAR 24

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(1 - Clerical Full Time) Totals								
Pays:								
Sunday	25.50	1,288.17	64.50	3,274.30	125.00	6,304.60	125.00	6,304.60
Holiday			203.63	7,245.26	714.63	25,375.63	714.63	25,375.63
Regular	1,485.65	52,280.12	4,165.27	146,246.36	9,498.81	332,922.10	9,498.81	332,922.10
Sick	74.87	2,784.32	246.96	9,323.21	685.47	26,195.99	685.47	26,195.99
Vacation	71.00	2,692.63	281.74	9,909.56	575.61	20,158.18	575.61	20,158.18
Personal	10.14	428.94	28.88	1,140.08	137.68	5,236.88	137.68	5,236.88
Comp Time	106.52	3,362.69	172.63	5,946.56	290.70	10,815.48	290.70	10,815.48
Call Back	1.00	62.11	1.00	62.11	1.00	62.11	1.00	62.11
Stipend				700.00		700.00		700.00
NYS CP					49.75	1,458.97	49.75	1,458.97
Travel	0.82	26.23	2.89	98.51	6.60	241.06	6.60	241.06
Union Hours	1.00	42.26	1.00	42.26	1.00	42.26	1.00	42.26
Meetings					7.50	233.50	7.50	233.50
Medical Screen					2.00	52.72	2.00	52.72
Retro Pay						61.41		61.41
Snow Day			147.00	5,120.85	167.25	5,829.65	167.25	5,829.65
Emergency Close					8.00	213.79	8.00	213.79
Total Gross Pay:	1,776.50	62,967.47	5,315.50	189,109.06	12,271.00	435,904.33	12,271.00	435,904.33
Employee Taxes:								
SOC SEC EE		3,903.99		11,096.15		25,140.12		25,140.12
MED EE		913.06		2,595.07		5,879.55		5,879.55
FEDERAL WH		6,125.52		17,180.80		38,649.86		38,649.86
NEW YORK WH		2,826.90		7,962.58		17,941.10		17,941.10
Total Employee Taxes:		13,769.47		38,834.60		87,610.63		87,610.63
Deductions:								
Medical Pre-tax				10,099.14		30,297.42		30,297.42
Aflac				40.50		121.50		121.50
NYS Retirement		1,211.50		3,630.63		8,383.87		8,383.87
Retirement Loan		107.00		321.00		749.00		749.00
AXA Equitable		700.00		1,800.00		3,400.00		3,400.00
CSEA Benefit Fd		144.00		432.00		996.00		996.00
NYS Def Comp		2,560.74		7,669.79		17,801.19		17,801.19
CSEA Ins		59.90		179.70		419.30		419.30
Disability				142.50		427.50		427.50
CSEA Dues		620.15		1,860.45		4,266.59		4,266.59
Pearl Carroll		24.79		74.37		173.52		173.52
Met Life		120.00		360.00		840.00		840.00
Total Deductions:		5,548.08		26,610.08		67,875.89		67,875.89
Netpay:		43,649.92		123,664.38		280,417.81		280,417.81
Employer Taxes:								
SOC SEC ER		3,903.99		11,096.15		25,140.12		25,140.12
MED ER		913.06		2,595.07		5,879.55		5,879.55
Total Employer Taxes:		4,817.05		13,691.22		31,019.67		31,019.67

	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	46.00	3,074.56	129.00	9,049.08	249.50	17,815.44	249.50	17,815.44
Holiday			341.43	18,542.57	1,160.43	61,456.31	1,160.43	61,456.31
Regular	2,366.91	125,071.45	6,446.40	340,331.14	14,684.03	773,623.36	14,684.03	773,623.36
Sick	152.25	7,694.00	546.70	28,004.43	1,066.86	55,905.39	1,066.86	55,905.39
Vacation	132.84	6,586.89	393.01	19,917.96	938.52	46,511.88	938.52	46,511.88
Personal	9.60	480.23	34.73	1,745.32	199.18	10,070.33	199.18	10,070.33
Comp Time	55.75	2,921.58	127.16	6,403.16	469.83	24,779.45	469.83	24,779.45
Stipend				600.00		600.00		600.00
NYS CP					231.00	11,667.62	231.00	11,667.62
Travel	1.65	82.60	3.82	187.81	7.40	354.69	7.40	354.69
Meetings	7.00	373.45	27.75	1,452.97	101.00	5,732.44	101.00	5,732.44
Medical Screen	4.00	202.49	10.00	540.52	20.50	1,178.54	20.50	1,178.54
Vacation NR					346.87	18,903.10	346.87	18,903.10
Snow Day			259.00	12,962.87	290.50	14,588.36	290.50	14,588.36
Sick NR					626.66	34,150.59	626.66	34,150.59
Emergency Close					17.75	892.96	17.75	892.96
Total Gross Pay:	2,776.00	146,487.25	8,319.00	439,737.83	20,410.03	1,078,230.46	20,410.03	1,078,230.46
Employee Taxes:								
SOC SEC EE		9,082.20		26,255.37		63,825.05		63,825.05
MED EE		2,124.06		6,140.39		14,926.82		14,926.82
FEDERAL WH		18,858.29		53,603.52		134,130.47		134,130.47
NEW YORK WH		7,309.83		21,013.57		54,455.48		54,455.48
Total Employee Taxes:		37,374.38		107,012.85		267,337.82		267,337.82
Deductions:								
Medical Pre-tax				16,264.66		48,793.98		48,793.98
NYS Retirement		1,601.44		4,732.41		11,032.95		11,032.95
Retirement Loan		419.00		1,257.00		3,015.00		3,015.00
AXA Equitable		1,998.00		5,944.00		13,736.00		13,736.00
CSEA Benefit Fd		228.00		684.00		1,596.00		1,596.00
NYS Def Comp		2,153.70		6,461.10		15,075.90		15,075.90
Disability				275.50		831.25		831.25
CSEA Dues		1,222.92		3,668.76		8,539.02		8,539.02
Retire Arrears		172.76		406.45		467.38		467.38
Pearl Carroll		15.65		46.95		109.55		109.55
Met Life		100.00		300.00		700.00		700.00
Total Deductions:		7,911.47		40,040.83		103,897.03		103,897.03
Netpay:		101,201.40		292,684.15		706,995.61		706,995.61
Employer Taxes:								
SOC SEC ER		9,082.20		26,255.37		63,825.05		63,825.05
MED ER		2,124.06		6,140.39		14,926.82		14,926.82
Total Employer Taxes:		11,206.26		32,395.76		78,751.87		78,751.87

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(5 - Custodial Full Time) Totals								
Pays:								
Sunday	9.00	572.86	22.50	1,432.15	45.00	2,864.30	45.00	2,864.30
Holiday			28.00	1,069.69	70.00	2,674.24	70.00	2,674.24
Regular	128.83	4,958.22	343.83	13,246.60	803.60	30,662.04	803.60	30,662.04
Sick	0.25	8.31	20.75	724.27	20.75	724.27	20.75	724.27
Vacation			7.00	232.58	22.05	882.46	22.05	882.46
Personal					24.07	1,008.31	24.07	1,008.31
Comp Time	8.75	308.15	8.75	308.15	25.58	945.29	25.58	945.29
Call Back					9.00	381.90	9.00	381.90
Snow Removal			3.00	126.54	5.00	212.90	5.00	212.90
Travel	0.17	7.34	0.67	28.93	0.95	41.03	0.95	41.03
Medical Screen	2.00	66.45	4.00	132.90	4.00	132.90	4.00	132.90
Overtime Reg					4.00	169.73	4.00	169.73
Snow Day			7.00	302.27	9.00	368.72	9.00	368.72
Total Gross Pay:	149.00	5,921.33	445.50	17,604.08	1,043.00	41,068.09	1,043.00	41,068.09
Employee Taxes:								
SOC SEC EE		367.12		1,049.71		2,420.97		2,420.97
MED EE		85.87		245.51		566.20		566.20
FEDERAL WH		736.00		2,024.68		4,623.70		4,623.70
NEW YORK WH		286.58		811.84		1,868.20		1,868.20
Total Employee Taxes:		1,475.57		4,131.74		9,479.07		9,479.07
Deductions:								
Medical Pre-tax				673.42		2,020.26		2,020.26
CSEA Benefit Fd		12.00		36.00		84.00		84.00
Disability				9.50		28.50		28.50
CSEA Dues		67.94		203.82		472.98		472.98
Total Deductions:		79.94		922.74		2,605.74		2,605.74
Netpay:		4,365.82		12,549.60		28,983.28		28,983.28
Employer Taxes:								
SOC SEC ER		367.12		1,049.71		2,420.97		2,420.97
MED ER		85.87		245.51		566.20		566.20
Total Employer Taxes:		452.99		1,295.22		2,987.17		2,987.17

Client ID: 21SSL - Smithtown Special Librarv District	LABOR ALLOCATION SUMMARY	Period Begin Date: 3/9/2024
Pay Group: FT	Smithtown Special Library District	Period End Date: 3/22/2024
Check Date: 3/29/2024		Pay Period: 7
Run Date: 3/26/2024	Run Number: 159	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(7 - Messenger / Groundskeeper) Totals								
Pays:								
Holiday			5.00	90.20	5.00	90.20	5.00	90.20
Regular	70.00	1,262.80	186.00	3,355.44	186.00	3,355.44	186.00	3,355.44
Snow Day			5.00	90.20	5.00	90.20	5.00	90.20
Total Gross Pay:	70.00	1,262.80	196.00	3,535.84	196.00	3,535.84	196.00	3,535.84
Employee Taxes:								
SOC SEC EE		78.30		219.23		219.23		219.23
MED EE		18.31		51.27		51.27		51.27
FEDERAL WH		70.68		183.20		183.20		183.20
NEW YORK WH		45.36		122.19		122.19		122.19
Total Employee Taxes:		212.65		575.89		575.89		575.89
Deductions:								
NYS Retirement		37.88		106.07		106.07		106.07
CSEA Benefit Fd		6.00		18.00		18.00		18.00
Total Deductions:		43.88		124.07		124.07		124.07
Netpay:		1,006.27		2,835.88		2,835.88		2,835.88
Employer Taxes:								
SOC SEC ER		78.30		219.23		219.23		219.23
MED ER		18.31		51.27		51.27		51.27
Total Employer Taxes:		96.61		270.50		270.50		270.50

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Grand Totals								
Pays:								
Sunday	80.50	4,935.59	216.00	13,755.53	419.50	26,984.34	419.50	26,984.34
Holiday			578.06	26,947.72	1,950.06	89,596.38	1,950.06	89,596.38
Regular	4,051.39	183,572.59	11,141.50	503,179.54	25,172.44	1,140,562.94	25,172.44	1,140,562.94
Sick	227.37	10,486.63	814.41	38,051.91	1,773.08	82,825.65	1,773.08	82,825.65
Vacation	203.84	9,279.52	681.75	30,060.10	1,536.18	67,552.52	1,536.18	67,552.52
Personal	19.74	909.17	63.61	2,885.40	360.93	16,315.52	360.93	16,315.52
Comp Time	171.02	6,592.42	308.54	12,657.87	786.11	36,540.22	786.11	36,540.22
Call Back	1.00	62.11	1.00	62.11	10.00	444.01	10.00	444.01
Snow Removal			3.00	126.54	5.00	212.90	5.00	212.90
Stipend				1,300.00		1,300.00		1,300.00
NYS CP					280.75	13,126.59	280.75	13,126.59
Travel	2.64	116.17	7.38	315.25	14.95	636.78	14.95	636.78
Union Hours	1.00	42.26	1.00	42.26	1.00	42.26	1.00	42.26
Meetings	7.00	373.45	27.75	1,452.97	108.50	5,965.94	108.50	5,965.94
Medical Screen	6.00	268.94	14.00	673.42	26.50	1,364.16	26.50	1,364.16
Overtime Reg					4.00	169.73	4.00	169.73
Retro Pay						61.41		61.41
Vacation NR					346.87	18,903.10	346.87	18,903.10
Snow Day			418.00	18,476.19	471.75	20,876.93	471.75	20,876.93
Sick NR					626.66	34,150.59	626.66	34,150.59
Emergency Close					25.75	1,106.75	25.75	1,106.75
Total Gross Pay:	4,771.50	216,638.85	14,276.00	649,986.81	33,920.03	1,558,738.72	33,920.03	1,558,738.72
Employee Taxes:								
SOC SEC EE		13,431.61		38,620.46		91,605.37		91,605.37
MED EE		3,141.30		9,032.24		21,423.84		21,423.84
FEDERAL WH		25,790.49		72,992.20		177,587.23		177,587.23
NEW YORK WH		10,468.67		29,910.18		74,386.97		74,386.97
Total Employee Taxes:		52,832.07		150,555.08		365,003.41		365,003.41
Deductions:								
Medical Pre-tax				27,037.22		81,111.66		81,111.66
Aflac				40.50		121.50		121.50
NYS Retirement		2,850.82		8,469.11		19,522.89		19,522.89
Retirement Loan		526.00		1,578.00		3,764.00		3,764.00
AXA Equitable		2,698.00		7,744.00		17,136.00		17,136.00
CSEA Benefit Fd		390.00		1,170.00		2,694.00		2,694.00
NYS Def Comp		4,714.44		14,130.89		32,877.09		32,877.09
CSEA Ins		59.90		179.70		419.30		419.30
Disability				427.50		1,287.25		1,287.25
CSEA Dues		1,911.01		5,733.03		13,278.59		13,278.59
Retire Arrears		172.76		406.45		467.38		467.38
Pearl Carroll		40.44		121.32		283.07		283.07
Met Life		220.00		660.00		1,540.00		1,540.00
Total Deductions:		13,583.37		67,697.72		174,502.73		174,502.73
Netpay:		150,223.41		431,734.01		1,019,232.58		1,019,232.58
Employer Taxes:								
SOC SEC ER		13,431.61		38,620.46		91,605.37		91,605.37
MED ER		3,141.30		9,032.24		21,423.84		21,423.84
Total Employer Taxes:		16,572.91		47,652.70		113,029.21		113,029.21

O.K. RB
19 MAR 24

PT PR#7 Dated 3/29/24

Client ID: 21SSL - Smithtown Special Library District	PAYROLL SUMMARY	Period Begin Date: 3/9/2024
Pay Group: PT	Smithtown Special Library District	Period End Date: 3/22/2024
Check Date: 3/29/2024		Pay Period: 7
Run Date: 3/26/2024 Run Number: 160		Payroll Type: Regular Payroll

*** PAYROLL FUNDING ***

Debit Type	Bank Name	Transit Routing #	Bank Account #	Counts	Amount	ACH Debit
Checks	M & T BANK	*****0046	*****9349		\$0.00	\$0.00
Direct Deposits	M & T BANK	*****0046	*****9349	78	\$0.00	\$49,440.21
Totals:				78	\$0.00	\$49,440.21
Tax Liabilities	M & T BANK	*****0046	*****9349		\$0.00	\$15,067.79
Third Party Checks	M & T BANK	*****0046	*****9349		\$0.00	\$0.00
Third Party Electronic Payment	M & T BANK	*****0046	*****9349		\$0.00	\$0.00
Payroll Billing	M & T BANK	*****0046	*****9349		\$0.00	\$243.00
Totals:					\$0.00	\$15,310.79
Total ACH Debit:						\$64,751.00
					Impound Date: 3/28/2024	
Total Payroll Funding (all items):						\$64,751.00

*** PAYROLL TOTALS ***

Payroll Totals		Totals By Check Type		Counts By Check Type		Employee Counts	
Net Pay Checks	\$0.00	Total Live Checks	\$0.00	Total Live Checks	0	Active Employees Paid	78
Direct Deposits	\$49,440.21	Additional Checks	\$0.00	Additional Checks	0	Inactive Employees Paid	0
**** Total Net Payroll	\$49,440.21	Manual Checks	\$0.00	Manual Checks	0	Terminated Employees Paid	0
		Void Checks/Direct Deposits	\$0.00	Void Checks	0	Total Employees Paid	78
Total Taxes	\$15,067.79	Third Party Sick Checks	\$0.00	Third Party Sick Checks	0	Active Employee Count	81
**** Total Payroll	\$64,508.00	Adjustments	\$0.00	Adjustments	0	Inactive Employee Count	0
		Direct Deposits (78)	\$49,440.21	Vouchers (Direct Deposit)	78	Terminated Employee Count	47
Payroll Adjustments	\$0.00	Total Third Party Pays	\$0.00	Total Third Party Payments	0	Total Employee Count	128
**** Adjusted Total	\$64,508.00	Total Third Party Void Checks	\$0.00	Total Third Party Voids	0	Employees Paid this Month	79
				Zero Net Checks	0	Active Employees this Month	81
						Employees with W2 Data	80
						Active Employees Not Paid	3

OIC. RK
20 APR 24

Client ID: 21SSL - Smithtown Special Library District

Pay Group: PT

Check Date: 3/29/2024

Run Date: 3/26/2024 Run Number: 160

PAYROLL SUMMARY

Smithtown Special Library District

Period Begin Date: 3/9/2024

Period End Date: 3/22/2024

Pay Period: 7

Payroll Type: Regular Payroll

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

	----- CURRENT -----		----- MTD -----		----- QTD -----		----- YTD -----	
	Wages	Taxes	Wages	Taxes	Wages	Taxes	Wages	Taxes
Federal Deposits								
FEDERAL WH	60,606.59	3,781.72	183,747.41	11,478.42	426,030.59	25,993.70	426,030.59	25,993.70
MED EE (1.450000%)	61,364.29	889.84	185,992.13	2,696.98	431,305.23	6,253.97	431,305.23	6,253.97
MED ER (1.450000%)	61,364.29	889.84	185,992.13	2,696.98	431,305.23	6,253.97	431,305.23	6,253.97
SOC SEC EE (6.200000%)	61,364.29	3,804.59	185,992.13	11,531.51	431,305.23	26,740.97	431,305.23	26,740.97
SOC SEC ER (6.200000%)	61,364.29	3,804.59	185,992.13	11,531.51	431,305.23	26,740.97	431,305.23	26,740.97
Total Federal Deposits		13,170.58		39,935.40		91,983.58		91,983.58
State/Local Employee Tax								
NEW YORK WH	61,364.29	1,897.21	185,992.13	5,861.59	431,305.23	13,448.60	431,305.23	13,448.60
Total State/Local Employee Tax		1,897.21		5,861.59		13,448.60		13,448.60
Total Taxes		15,067.79		45,796.99		105,432.18		105,432.18

*** EMPLOYER TAX EXPENSE ***

Employer Tax	----- CURRENT -----		----- MTD -----		----- QTD -----		----- YTD -----	
	Wages	Taxes	Wages	Taxes	Wages	Taxes	Wages	Taxes
MED ER (1.450000%)	61,364.29	889.84	185,992.13	2,696.98	431,305.23	6,253.97	431,305.23	6,253.97
SOC SEC ER (6.200000%)	61,364.29	3,804.59	185,992.13	11,531.51	431,305.23	26,740.97	431,305.23	26,740.97
Total Employer Tax		4,694.43		14,228.49		32,994.94		32,994.94

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: 3/9/2024

Pay Group: PT

Smithtown Special Library District

Period End Date: 3/22/2024

Check Date: 3/29/2024

Pay Period: 7

Run Date: 3/26/2024

Run Number: 160

Payroll Type: Regular Payroll

*** EARNINGS & DEDUCTIONS ***

Earnings	CURRENT		MTD		QTD		YTD	
	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars
Sunday	28.50	1,368.83	73.50	3,382.17	156.50	7,128.07	156.50	7,128.07
Holiday	0.00	0.00	213.00	5,390.17	868.00	21,824.59	868.00	21,824.59
Regular	2,323.95	57,541.25	6,485.39	162,182.44	14,705.60	366,673.89	14,705.60	366,673.89
Sick	12.50	460.51	89.58	3,283.84	243.63	7,676.00	243.63	7,676.00
Vacation	37.17	1,020.02	169.67	4,355.18	390.93	10,584.28	390.93	10,584.28
Personal	2.35	48.95	4.67	103.72	141.11	3,996.61	141.11	3,996.61
Bereavement Ear	0.00	0.00	0.50	13.18	13.00	278.11	13.00	278.11
Comp Time	16.00	408.12	57.97	1,277.83	123.24	2,712.71	123.24	2,712.71
Snow Removal	0.00	0.00	9.00	267.06	9.00	267.06	9.00	267.06
NYS CP	9.50	186.01	9.50	186.01	58.00	1,713.92	58.00	1,713.92
Meetings	2.00	68.60	2.50	86.09	9.50	199.84	9.50	199.84
Sunday Reg	16.00	262.00	40.00	656.00	75.85	1,242.56	75.85	1,242.56
Medical Screen	0.00	0.00	0.00	0.00	11.00	279.86	11.00	279.86
Snow Day	0.00	0.00	200.50	4,808.44	228.75	5,429.25	228.75	5,429.25
Covid Vaccine	0.00	0.00	0.00	0.00	7.00	202.44	7.00	202.44
Blood Donation	0.00	0.00	0.00	0.00	3.00	64.62	3.00	64.62
Emergency Close	0.00	0.00	0.00	0.00	40.00	1,031.42	40.00	1,031.42
Total Earnings	2,447.97	61,364.29	7,355.78	185,992.13	17,084.11	431,305.23	17,084.11	431,305.23
Memo Calculations	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars
MemoSundayHours	44.50	0.00	106.00	0.00	215.85	0.00	215.85	0.00
Total Memo Calculations	44.50	0.00	106.00	0.00	215.85	0.00	215.85	0.00
Deductions		Dollars		Dollars		Dollars		Dollars
NYS Retirement		757.70		2,244.72		5,274.64		5,274.64
Disability		0.00		171.00		522.50		522.50
CSEA Dues		793.02		2,379.06		5,561.68		5,561.68
Total Deductions		1,550.72		4,794.78		11,358.82		11,358.82

alc. rf
20Apr 24

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

Client ID: 21SSL - Smithtown Special Library District	LABOR ALLOCATION SUMMARY	Period Begin Date: 3/9/2024
Pay Group: PT	Smithtown Special Library District	Period End Date: 3/22/2024
Check Date: 3/29/2024		Pay Period: 7
Run Date: 3/26/2024	Run Number: 160	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	12.00	500.44	44.00	1,908.05	92.50	3,994.02	92.50	3,994.02
Holiday			118.00	2,900.64	426.50	10,390.95	426.50	10,390.95
Regular	1,002.25	25,239.33	2,776.00	71,195.71	6,312.35	161,602.66	6,312.35	161,602.66
Sick	5.50	106.17	16.50	365.10	135.55	3,479.27	135.55	3,479.27
Vacation	20.50	521.76	115.50	2,757.02	269.83	6,697.36	269.83	6,697.36
Personal	2.25	45.52	2.75	55.12	88.71	2,287.00	88.71	2,287.00
Bereavement Ear			0.50	13.18	13.00	278.11	13.00	278.11
Comp Time	4.00	76.80	21.00	452.93	57.92	1,301.67	57.92	1,301.67
NYS CP	9.50	186.01	9.50	186.01	20.00	489.67	20.00	489.67
Snow Day			90.00	2,385.38	101.00	2,657.43	101.00	2,657.43
Covid Vaccine					7.00	202.44	7.00	202.44
Emergency Close					14.00	319.30	14.00	319.30
Total Gross Pay:	1,056.00	26,676.03	3,193.75	82,219.14	7,538.36	193,699.88	7,538.36	193,699.88
Employee Taxes:								
SOC SEC EE		1,653.90		5,097.54		12,009.40		12,009.40
MED EE		386.83		1,192.21		2,808.66		2,808.66
FEDERAL WH		1,479.25		4,715.47		11,038.49		11,038.49
NEW YORK WH		807.42		2,579.41		6,065.73		6,065.73
Total Employee Taxes:		4,327.40		13,584.63		31,922.28		31,922.28
Deductions:								
NYS Retirement		405.26		1,227.98		2,917.41		2,917.41
Disability				85.50		266.00		266.00
CSEA Dues		519.61		1,558.83		3,658.88		3,658.88
Total Deductions:		924.87		2,872.31		6,842.29		6,842.29
Netpay:		21,423.76		65,762.20		154,935.31		154,935.31
Employer Taxes:								
SOC SEC ER		1,653.90		5,097.54		12,009.40		12,009.40
MED ER		386.83		1,192.21		2,808.66		2,808.66
Total Employer Taxes:		2,040.73		6,289.75		14,818.06		14,818.06

	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	7.50	562.84	11.50	863.02	23.50	1,763.56	23.50	1,763.56
Holiday			21.50	978.08	101.00	4,665.98	101.00	4,665.98
Regular	283.73	12,087.50	799.40	34,281.99	1,820.57	77,564.55	1,820.57	77,564.55
Sick	7.00	354.34	68.08	2,828.36	92.08	3,898.01	92.08	3,898.01
Vacation	9.67	341.39	28.17	992.07	76.71	2,777.98	76.71	2,777.98
Personal	0.10	3.43	0.35	12.71	25.49	1,050.79	25.49	1,050.79
Comp Time	5.00	216.57	5.00	216.57	6.66	293.13	6.66	293.13
NYS CP					19.00	822.97	19.00	822.97
Meetings	2.00	68.60	2.50	86.09	2.50	86.09	2.50	86.09
Medical Screen					3.00	151.86	3.00	151.86
Snow Day			10.50	471.09	13.50	580.34	13.50	580.34
Emergency Close					6.00	289.11	6.00	289.11
Total Gross Pay:	315.00	13,634.67	947.00	40,729.98	2,190.01	93,944.37	2,190.01	93,944.37
Employee Taxes:								
SOC SEC EE		845.36		2,525.28		5,824.56		5,824.56
MED EE		197.69		590.59		1,362.19		1,362.19
FEDERAL WH		1,086.95		3,157.05		7,093.29		7,093.29
NEW YORK WH		554.07		1,651.32		3,791.75		3,791.75
Total Employee Taxes:		2,684.07		7,924.24		18,071.79		18,071.79
Deductions:								
NYS Retirement		175.96		527.88		1,231.73		1,231.73
Disability				47.50		142.50		142.50
CSEA Dues		194.89		584.67		1,358.31		1,358.31
Total Deductions:		370.85		1,160.05		2,732.54		2,732.54
Netpay:		10,579.75		31,645.69		73,140.04		73,140.04
Employer Taxes:								
SOC SEC ER		845.36		2,525.28		5,824.56		5,824.56
MED ER		197.69		590.59		1,362.19		1,362.19
Total Employer Taxes:		1,043.05		3,115.87		7,186.75		7,186.75

	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	305.55	18.00	611.10	40.50	1,370.49	40.50	1,370.49
Holiday			33.00	838.67	132.00	3,354.68	132.00	3,354.68
Regular	326.00	8,300.72	929.43	23,586.49	2,121.23	53,817.83	2,121.23	53,817.83
Sick			2.00	42.24	7.00	154.29	7.00	154.29
Vacation	7.00	156.87	19.00	477.28	37.39	980.13	37.39	980.13
Personal			1.57	35.89	25.63	638.28	25.63	638.28
Comp Time			11.00	244.48	16.00	410.60	16.00	410.60
Snow Removal			9.00	267.06	9.00	267.06	9.00	267.06
NYS CP					19.00	401.28	19.00	401.28
Snow Day			29.00	754.19	29.00	754.19	29.00	754.19
Blood Donation					3.00	64.62	3.00	64.62
Emergency Close					10.00	262.01	10.00	262.01
Total Gross Pay:	342.00	8,763.14	1,052.00	26,857.40	2,449.75	62,475.46	2,449.75	62,475.46
Employee Taxes:								
SOC SEC EE		543.32		1,665.16		3,873.49		3,873.49
MED EE		127.07		389.44		905.90		905.90
FEDERAL WH		771.02		2,341.97		5,411.42		5,411.42
NEW YORK WH		372.93		1,149.62		2,671.69		2,671.69
Total Employee Taxes:		1,814.34		5,546.19		12,862.50		12,862.50
Deductions:								
NYS Retirement		41.66		122.41		279.79		279.79
Disability				38.00		114.00		114.00
CSEA Dues		78.52		235.56		544.49		544.49
Total Deductions:		120.18		395.97		938.28		938.28
Netpay:		6,828.62		20,915.24		48,674.68		48,674.68
Employer Taxes:								
SOC SEC ER		543.32		1,665.16		3,873.49		3,873.49
MED ER		127.07		389.44		905.90		905.90
Total Employer Taxes:		670.39		2,054.60		4,779.39		4,779.39

Client ID: 21SSL - Smithtown Special Library District	LABOR ALLOCATION SUMMARY	Period Begin Date: 3/9/2024
Pay Group: PT	Smithtown Special Library District	Period End Date: 3/22/2024
Check Date: 3/29/2024		Pay Period: 7
Run Date: 3/26/2024 Run Number: 160	Group By: Position Category	Payroll Type: Regular Payroll

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(7 - Messenger / Groundskeeper) Totals								
Pays:								
Holiday			8.00	140.15	17.00	284.57	17.00	284.57
Regular	56.80	933.92	213.64	3,625.04	384.21	6,358.87	384.21	6,358.87
Sick			3.00	48.14	9.00	144.43	9.00	144.43
Vacation			7.00	128.81	7.00	128.81	7.00	128.81
Personal					1.28	20.54	1.28	20.54
Comp Time			8.00	147.21	8.00	147.21	8.00	147.21
Snow Day			8.00	140.15	9.50	164.22	9.50	164.22
Total Gross Pay:	56.80	933.92	247.64	4,229.50	435.99	7,248.65	435.99	7,248.65
Employee Taxes:								
SOC SEC EE		57.90		262.23		449.41		449.41
MED EE		13.55		61.34		105.11		105.11
FEDERAL WH		95.00		356.70		357.87		357.87
NEW YORK WH		41.38		179.60		228.52		228.52
Total Employee Taxes:		207.83		859.87		1,140.91		1,140.91
Netpay:		726.09		3,369.63		6,107.74		6,107.74
Employer Taxes:								
SOC SEC ER		57.90		262.23		449.41		449.41
MED ER		13.55		61.34		105.11		105.11
Total Employer Taxes:		71.45		323.57		554.52		554.52

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(8 - Pages) Totals								
Pays:								
Holiday			32.50	532.63	191.50	3,128.41	191.50	3,128.41
Regular	655.17	10,979.78	1,766.92	29,493.21	4,067.24	67,329.98	4,067.24	67,329.98
Comp Time	7.00	114.75	12.97	216.64	34.66	560.10	34.66	560.10
Meetings					7.00	113.75	7.00	113.75
Sunday Reg	16.00	262.00	40.00	656.00	75.85	1,242.56	75.85	1,242.56
Medical Screen					8.00	128.00	8.00	128.00
Snow Day			63.00	1,057.63	75.75	1,273.07	75.75	1,273.07
Emergency Close					10.00	161.00	10.00	161.00
Total Gross Pay:	678.17	11,356.53	1,915.39	31,956.11	4,470.00	73,936.87	4,470.00	73,936.87
Employee Taxes:								
SOC SEC EE		704.11		1,981.30		4,584.11		4,584.11
MED EE		164.70		463.40		1,072.11		1,072.11
FEDERAL WH		349.50		907.23		2,092.63		2,092.63
NEW YORK WH		121.41		301.64		690.91		690.91
Total Employee Taxes:		1,339.72		3,653.57		8,439.76		8,439.76
Deductions:								
NYS Retirement		134.82		366.45		845.71		845.71
Total Deductions:		134.82		366.45		845.71		845.71
Netpay:		9,881.99		27,936.09		64,651.40		64,651.40
Employer Taxes:								
SOC SEC ER		704.11		1,981.30		4,584.11		4,584.11
MED ER		164.70		463.40		1,072.11		1,072.11
Total Employer Taxes:		868.81		2,444.70		5,656.22		5,656.22

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Grand Totals								
Pays:								
Sunday	28.50	1,368.83	73.50	3,382.17	156.50	7,128.07	156.50	7,128.07
Holiday			213.00	5,390.17	868.00	21,824.59	868.00	21,824.59
Regular	2,323.95	57,541.25	6,485.39	162,182.44	14,705.60	366,673.89	14,705.60	366,673.89
Sick	12.50	460.51	89.58	3,283.84	243.63	7,676.00	243.63	7,676.00
Vacation	37.17	1,020.02	169.67	4,355.18	390.93	10,584.28	390.93	10,584.28
Personal	2.35	48.95	4.67	103.72	141.11	3,996.61	141.11	3,996.61
Bereavement Ear			0.50	13.18	13.00	278.11	13.00	278.11
Comp Time	16.00	408.12	57.97	1,277.83	123.24	2,712.71	123.24	2,712.71
Snow Removal			9.00	267.06	9.00	267.06	9.00	267.06
NYS CP	9.50	186.01	9.50	186.01	58.00	1,713.92	58.00	1,713.92
Meetings	2.00	68.60	2.50	86.09	9.50	199.84	9.50	199.84
Sunday Reg	16.00	262.00	40.00	656.00	75.85	1,242.56	75.85	1,242.56
Medical Screen					11.00	279.86	11.00	279.86
Snow Day			200.50	4,808.44	228.75	5,429.25	228.75	5,429.25
Covid Vaccine					7.00	202.44	7.00	202.44
Blood Donation					3.00	64.62	3.00	64.62
Emergency Close					40.00	1,031.42	40.00	1,031.42
Total Gross Pay:	2,447.97	61,364.29	7,355.78	185,992.13	17,084.11	431,305.23	17,084.11	431,305.23
Employee Taxes:								
SOC SEC EE		3,804.59		11,531.51		26,740.97		26,740.97
MED EE		889.84		2,696.98		6,253.97		6,253.97
FEDERAL WH		3,781.72		11,478.42		25,993.70		25,993.70
NEW YORK WH		1,897.21		5,861.59		13,448.60		13,448.60
Total Employee Taxes:		10,373.36		31,568.50		72,437.24		72,437.24
Deductions:								
NYS Retirement		757.70		2,244.72		5,274.64		5,274.64
Disability				171.00		522.50		522.50
CSEA Dues		793.02		2,379.06		5,561.68		5,561.68
Total Deductions:		1,550.72		4,794.78		11,358.82		11,358.82
Netpay:		49,440.21		149,628.85		347,509.17		347,509.17
Employer Taxes:								
SOC SEC ER		3,804.59		11,531.51		26,740.97		26,740.97
MED ER		889.84		2,696.98		6,253.97		6,253.97
Total Employer Taxes:		4,694.43		14,228.49		32,994.94		32,994.94

C.K. RR
20 Apr 24

FT PR# 8 Dated 4/12/24

Client ID: 21SSL - Smithtown Special Library District	PAYROLL SUMMARY	Period Begin Date: 3/23/2024
Pay Group: FT	Smithtown Special Library District	Period End Date: 4/5/2024
Check Date: 4/12/2024		Pay Period: 8
Run Date: 4/9/2024 Run Number: 161		Payroll Type: Regular Payroll

*** PAYROLL FUNDING ***

Debit Type	Bank Name	Transit Routing #	Bank Account #	Counts	Amount	ACH Debit
Checks	M & T BANK	*****0046	*****9349		\$0.00	\$0.00
Direct Deposits	M & T BANK	*****0046	*****9349	70	\$0.00	\$139,025.57
Totals:				70	\$0.00	\$139,025.57
Tax Liabilities	M & T BANK	*****0046	*****9349		\$0.00	\$63,422.69
Third Party Checks	M & T BANK	*****0046	*****9349		\$0.00	\$0.00
Third Party Electronic Payment	M & T BANK	*****0046	*****9349		\$0.00	\$0.00
Payroll Billing	M & T BANK	*****0046	*****9349		\$0.00	\$391.08
Totals:					\$0.00	\$63,813.77
Total ACH Debit:						\$202,839.34
						Impound Date: 4/11/2024
Total Payroll Funding (all items):						\$202,839.34

*** 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	67
Direct Deposits	\$139,025.57	Additional Checks	\$0.00	Additional Checks	0	Inactive Employees Paid	0
**** Total Net Payroll	\$139,025.57	Manual Checks	\$0.00	Manual Checks	0	Terminated Employees Paid	0
		Void Checks/Direct Deposits	\$0.00	Void Checks	0	Total Employees Paid	67
Total Taxes	\$63,422.69	Third Party Sick Checks	\$0.00	Third Party Sick Checks	0	Active Employee Count	67
**** Total Payroll	\$202,448.26	Adjustments	\$0.00	Adjustments	0	Inactive Employee Count	1
		Direct Deposits (70)	\$139,025.57	Vouchers (Direct Deposit)	67	Terminated Employee Count	15
Payroll Adjustments	\$0.00	Total Third Party Pays	\$0.00	Total Third Party Payments	0	Total Employee Count	83
**** Adjusted Total	\$202,448.26	Total Third Party Void Checks	\$0.00	Total Third Party Voids	0	Employees Paid this Month	67
				Zero Net Checks	0	Active Employees this Month	68
						Employees with W2 Data	68
						Active Employees Not Paid	0

FT - 202,839.34 +
 PT - 65,086.04 +
 267,925.38 *

Total

OIC.
 RJ
 2 Apr 24

Client ID: 21SSL - Smithtown Special Librarv District
 Pay Group: FT
 Check Date: 4/12/2024
 Run Date: 4/9/2024 Run Number: 161

PAYROLL SUMMARY
 Smithtown Special Library District

Period Begin Date: 3/23/2024
 Period End Date: 4/5/2024
 Pay Period: 8
 Payroll Type: Regular Payroll

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

	CURRENT		MTD		QTD		YTD	
	Wages	Taxes	Wages	Taxes	Wages	Taxes	Wages	Taxes
Federal Deposits								
FEDERAL WH	190,273.11	23,079.24	190,273.11	23,079.24	190,273.11	23,079.24	1,600,211.47	200,792.74
MED EE (1.450000%)	201,087.67	2,915.77	201,087.67	2,915.77	201,087.67	2,915.77	1,682,102.01	24,390.49
MED ER (1.450000%)	201,087.67	2,915.77	201,087.67	2,915.77	201,087.67	2,915.77	1,682,102.01	24,390.49
SOC SEC EE (6.200000%)	201,087.67	12,467.41	201,087.67	12,467.41	201,087.67	12,467.41	1,682,102.01	104,290.32
SOC SEC ER (6.200000%)	201,087.67	12,467.41	201,087.67	12,467.41	201,087.67	12,467.41	1,682,102.01	104,290.32
Total Federal Deposits		53,845.60		53,845.60		53,845.60		458,154.36
State/Local Employee Tax								
NEW YORK WH	193,441.25	9,577.09	193,441.25	9,577.09	193,441.25	9,577.09	1,622,902.50	84,060.64
Total State/Local Employee Tax		9,577.09		9,577.09		9,577.09		84,060.64
Total Taxes		63,422.69		63,422.69		63,422.69		542,215.00

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

Employer Tax	CURRENT		MTD		QTD		YTD	
	Wages	Taxes	Wages	Taxes	Wages	Taxes	Wages	Taxes
MED ER (1.450000%)	201,087.67	2,915.77	201,087.67	2,915.77	201,087.67	2,915.77	1,682,102.01	24,390.49
SOC SEC ER (6.200000%)	201,087.67	12,467.41	201,087.67	12,467.41	201,087.67	12,467.41	1,682,102.01	104,290.32
Total Employer Tax		15,383.18		15,383.18		15,383.18		128,680.81

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

Client ID: 21SSL - Smithtown Special Library District
 Pay Group: FT
 Check Date: 4/12/2024
 Run Date: 4/9/2024 Run Number: 161

PAYROLL SUMMARY
 Smithtown Special Library District

Period Begin Date: 3/23/2024
 Period End Date: 4/5/2024
 Pay Period: 8
 Payroll Type: Regular Payroll

*** EARNINGS & DEDUCTIONS ***

Earnings	CURRENT		MTD		QTD		YTD	
	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars
Sunday	42.50	2,733.41	42.50	2,733.41	42.50	2,733.41	462.00	29,717.75
Holiday	0.00	0.00	0.00	0.00	0.00	0.00	1,966.06	89,885.02
Regular	3,948.38	176,430.58	3,948.38	176,430.58	3,948.38	176,430.58	29,299.32	1,320,213.66
Sick	216.08	10,399.43	216.08	10,399.43	216.08	10,399.43	1,989.16	93,225.08
Vacation	340.70	17,176.42	340.70	17,176.42	340.70	17,176.42	1,876.88	84,728.94
Personal	29.00	1,341.27	29.00	1,341.27	29.00	1,341.27	389.93	17,656.79
Comp Time	146.87	6,104.64	146.87	6,104.64	146.87	6,104.64	932.98	42,644.86
Call Back	0.00	0.00	0.00	0.00	0.00	0.00	10.00	444.01
Snow Removal	0.00	0.00	0.00	0.00	0.00	0.00	5.00	212.90
Stipend	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,300.00
NYS CP	0.00	0.00	0.00	0.00	0.00	0.00	280.75	13,126.59
Travel	1.97	93.99	1.97	93.99	1.97	93.99	16.92	730.77
Union Hours	0.00	0.00	0.00	0.00	0.00	0.00	1.00	42.26
Meetings	4.00	125.17	4.00	125.17	4.00	125.17	112.50	6,091.11
Medical Screen	3.00	164.32	3.00	164.32	3.00	164.32	29.50	1,528.48
Overtime Reg	3.25	201.87	3.25	201.87	3.25	201.87	7.25	371.60
Retro Pay	0.00	0.00	0.00	0.00	0.00	0.00	0.00	61.41
Vacation NR	0.00	0.00	0.00	0.00	0.00	0.00	346.87	18,903.10
Snow Day	0.00	0.00	0.00	0.00	0.00	0.00	471.75	20,876.93
Sick NR	0.00	0.00	0.00	0.00	0.00	0.00	626.66	34,150.59
Emergency Close	0.00	0.00	0.00	0.00	0.00	0.00	25.75	1,106.75
Total Earnings	4,735.75	214,771.10	4,735.75	214,771.10	4,735.75	214,771.10	38,850.28	1,777,018.60
Memo Calculations	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars
MemoSundayHours	38.25	0.00	38.25	0.00	38.25	0.00	467.75	0.00
Salary Hours	3,888.19	0.00	3,888.19	0.00	3,888.19	0.00	28,453.57	0.00
Total Memo Calculations	3,926.44	0.00	3,926.44	0.00	3,926.44	0.00	28,921.32	0.00
Deductions		Dollars		Dollars		Dollars		Dollars
Medical Pre-tax		13,663.18		13,663.18		13,663.18		94,774.84
Aflac		20.25		20.25		20.25		141.75
NYS Retirement		3,168.14		3,168.14		3,168.14		22,691.03
Retirement Loan		526.00		526.00		526.00		4,290.00

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

Client ID: 21SSL - Smithtown Special Library District

Pay Group: FT

Check Date: 4/12/2024

Run Date: 4/9/2024 Run Number: 161

PAYROLL SUMMARY

Smithtown Special Library District

Period Begin Date: 3/23/2024

Period End Date: 4/5/2024

Pay Period: 8

Payroll Type: Regular Payroll

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

	----- CURRENT -----	----- MTD -----	----- QTD -----	----- YTD -----
AXA Equitable	2,698.00	2,698.00	2,698.00	19,834.00
CSEA Benefit Fd	396.00	396.00	396.00	3,090.00
NYS Def Comp	4,728.42	4,728.42	4,728.42	37,605.51
CSEA Ins	59.90	59.90	59.90	479.20
Disability	213.75	213.75	213.75	1,501.00
CSEA Dues	1,911.01	1,911.01	1,911.01	15,189.60
Retire Arrears	60.93	60.93	60.93	528.31
Pearl Carroll	40.44	40.44	40.44	323.51
Met Life	220.00	220.00	220.00	1,760.00
Total Deductions	27,706.02	27,706.02	27,706.02	202,208.75

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

OK
RR
e 4/9/24

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(1 - Clerical Full Time) Totals								
Pays:								
Sunday	13.00	652.89	13.00	652.89	13.00	652.89	138.00	6,957.49
Holiday							714.63	25,375.63
Regular	1,527.49	53,148.66	1,527.49	53,148.66	1,527.49	53,148.66	11,026.30	386,070.76
Sick	35.62	1,174.42	35.62	1,174.42	35.62	1,174.42	721.09	27,370.41
Vacation	115.00	4,792.57	115.00	4,792.57	115.00	4,792.57	690.61	24,950.75
Personal	10.52	352.60	10.52	352.60	10.52	352.60	148.20	5,589.48
Comp Time	53.55	1,817.54	53.55	1,817.54	53.55	1,817.54	344.25	12,633.02
Call Back							1.00	62.11
Stipend								700.00
NYS CP							49.75	1,458.97
Travel	0.82	29.68	0.82	29.68	0.82	29.68	7.42	270.74
Union Hours							1.00	42.26
Meetings	4.00	125.17	4.00	125.17	4.00	125.17	11.50	358.67
Medical Screen	3.00	164.32	3.00	164.32	3.00	164.32	5.00	217.04
Overtime Reg	3.25	201.87	3.25	201.87	3.25	201.87	3.25	201.87
Retro Pay								61.41
Snow Day							167.25	5,829.65
Emergency Close							8.00	213.79
Total Gross Pay:	1,766.25	62,459.72	1,766.25	62,459.72	1,766.25	62,459.72	14,037.25	498,364.05
Employee Taxes:								
SOC SEC EE		3,549.17		3,549.17		3,549.17		28,689.29
MED EE		830.05		830.05		830.05		6,709.60
FEDERAL WH		5,369.97		5,369.97		5,369.97		44,019.83
NEW YORK WH		2,512.73		2,512.73		2,512.73		20,453.83
Total Employee Taxes:		12,261.92		12,261.92		12,261.92		99,872.55
Deductions:								
Medical Pre-tax		5,194.14		5,194.14		5,194.14		35,491.56
Aflac		20.25		20.25		20.25		141.75
NYS Retirement		1,404.64		1,404.64		1,404.64		9,788.51
Retirement Loan		107.00		107.00		107.00		856.00
AXA Equitable		700.00		700.00		700.00		4,100.00
CSEA Benefit Fd		150.00		150.00		150.00		1,146.00
NYS Def Comp		2,574.72		2,574.72		2,574.72		20,375.91
CSEA Ins		59.90		59.90		59.90		479.20
Disability		71.25		71.25		71.25		498.75
CSEA Dues		620.15		620.15		620.15		4,886.74
Pearl Carroll		24.79		24.79		24.79		198.31
Met Life		120.00		120.00		120.00		960.00
Total Deductions:		11,046.84		11,046.84		11,046.84		78,922.73
Netpay:		39,150.96		39,150.96		39,150.96		319,568.77
Employer Taxes:								
SOC SEC ER		3,549.17		3,549.17		3,549.17		28,689.29
MED ER		830.05		830.05		830.05		6,709.60
Total Employer Taxes:		4,379.22		4,379.22		4,379.22		35,398.89

	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	25.00	1,794.09	25.00	1,794.09	25.00	1,794.09	274.50	19,609.53
Holiday							1,160.43	61,456.31
Regular	2,229.39	117,424.71	2,229.39	117,424.71	2,229.39	117,424.71	16,913.42	891,048.07
Sick	168.96	8,773.23	168.96	8,773.23	168.96	8,773.23	1,235.82	64,678.62
Vacation	225.70	12,383.85	225.70	12,383.85	225.70	12,383.85	1,164.22	58,895.73
Personal	18.48	988.67	18.48	988.67	18.48	988.67	217.66	11,059.00
Comp Time	86.32	3,984.83	86.32	3,984.83	86.32	3,984.83	556.15	28,764.28
Stipend								600.00
NYS CP							231.00	11,667.62
Travel	1.15	64.31	1.15	64.31	1.15	64.31	8.55	419.00
Meetings							101.00	5,732.44
Medical Screen							20.50	1,178.54
Vacation NR							346.87	18,903.10
Snow Day							290.50	14,588.36
Sick NR							626.66	34,150.59
Emergency Close							17.75	892.96
Total Gross Pay:	2,755.00	145,413.69	2,755.00	145,413.69	2,755.00	145,413.69	23,165.03	1,223,644.15
Employee Taxes:								
SOC SEC EE		8,511.47		8,511.47		8,511.47		72,336.52
MED EE		1,990.59		1,990.59		1,990.59		16,917.41
FEDERAL WH		17,039.68		17,039.68		17,039.68		151,170.15
NEW YORK WH		6,767.73		6,767.73		6,767.73		61,223.21
Total Employee Taxes:		34,309.47		34,309.47		34,309.47		301,647.29
Deductions:								
Medical Pre-tax		8,132.33		8,132.33		8,132.33		56,926.31
NYS Retirement		1,725.62		1,725.62		1,725.62		12,758.57
Retirement Loan		419.00		419.00		419.00		3,434.00
AXA Equitable		1,998.00		1,998.00		1,998.00		15,734.00
CSEA Benefit Fd		228.00		228.00		228.00		1,824.00
NYS Def Comp		2,153.70		2,153.70		2,153.70		17,229.60
Disability		137.75		137.75		137.75		969.00
CSEA Dues		1,222.92		1,222.92		1,222.92		9,761.94
Retire Arrears		60.93		60.93		60.93		528.31
Pearl Carroll		15.65		15.65		15.65		125.20
Met Life		100.00		100.00		100.00		800.00
Total Deductions:		16,193.90		16,193.90		16,193.90		120,090.93
Netpay:		94,910.32		94,910.32		94,910.32		801,905.93
Employer Taxes:								
SOC SEC ER		8,511.47		8,511.47		8,511.47		72,336.52
MED ER		1,990.59		1,990.59		1,990.59		16,917.41
Total Employer Taxes:		10,502.06		10,502.06		10,502.06		89,253.93

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(5 - Custodial Full Time) Totals								
Pays:								
Sunday	4.50	286.43	4.50	286.43	4.50	286.43	49.50	3,150.73
Holiday							70.00	2,674.24
Regular	121.50	4,594.41	121.50	4,594.41	121.50	4,594.41	925.10	35,256.45
Sick	11.50	451.78	11.50	451.78	11.50	451.78	32.25	1,176.05
Vacation							22.05	882.46
Personal							24.07	1,008.31
Comp Time	7.00	302.27	7.00	302.27	7.00	302.27	32.58	1,247.56
Call Back							9.00	381.90
Snow Removal							5.00	212.90
Travel							0.95	41.03
Medical Screen							4.00	132.90
Overtime Reg							4.00	169.73
Snow Day							9.00	368.72
Total Gross Pay:	144.50	5,634.89	144.50	5,634.89	144.50	5,634.89	1,187.50	46,702.98
Employee Taxes:								
SOC SEC EE		328.48		328.48		328.48		2,749.45
MED EE		76.82		76.82		76.82		643.02
FEDERAL WH		598.91		598.91		598.91		5,222.61
NEW YORK WH		251.27		251.27		251.27		2,119.47
Total Employee Taxes:		1,255.48		1,255.48		1,255.48		10,734.55
Deductions:								
Medical Pre-tax		336.71		336.71		336.71		2,356.97
CSEA Benefit Fd		12.00		12.00		12.00		96.00
Disability		4.75		4.75		4.75		33.25
CSEA Dues		67.94		67.94		67.94		540.92
Total Deductions:		421.40		421.40		421.40		3,027.14
Netpay:		3,958.01		3,958.01		3,958.01		32,941.29
Employer Taxes:								
SOC SEC ER		328.48		328.48		328.48		2,749.45
MED ER		76.82		76.82		76.82		643.02
Total Employer Taxes:		405.30		405.30		405.30		3,392.47

	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							5.00	90.20
Regular	70.00	1,262.80	70.00	1,262.80	70.00	1,262.80	256.00	4,618.24
Snow Day							5.00	90.20
Total Gross Pay:	70.00	1,262.80	70.00	1,262.80	70.00	1,262.80	266.00	4,798.64
Employee Taxes:								
SOC SEC EE		78.29		78.29		78.29		297.52
MED EE		18.31		18.31		18.31		69.58
FEDERAL WH		70.68		70.68		70.68		253.88
NEW YORK WH		45.36		45.36		45.36		167.55
Total Employee Taxes:		212.64		212.64		212.64		788.53
Deductions:								
NYS Retirement		37.88		37.88		37.88		143.95
CSEA Benefit Fd		6.00		6.00		6.00		24.00
Total Deductions:		43.88		43.88		43.88		167.95
Netpay:		1,006.28		1,006.28		1,006.28		3,842.16
Employer Taxes:								
SOC SEC ER		78.29		78.29		78.29		297.52
MED ER		18.31		18.31		18.31		69.58
Total Employer Taxes:		96.60		96.60		96.60		367.10

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Grand Totals								
Pays:								
Sunday	42.50	2,733.41	42.50	2,733.41	42.50	2,733.41	462.00	29,717.75
Holiday							1,950.06	89,596.38
Regular	3,948.38	176,430.58	3,948.38	176,430.58	3,948.38	176,430.58	29,120.82	1,316,993.52
Sick	216.08	10,399.43	216.08	10,399.43	216.08	10,399.43	1,989.16	93,225.08
Vacation	340.70	17,176.42	340.70	17,176.42	340.70	17,176.42	1,876.88	84,728.94
Personal	29.00	1,341.27	29.00	1,341.27	29.00	1,341.27	389.93	17,656.79
Comp Time	146.87	6,104.64	146.87	6,104.64	146.87	6,104.64	932.98	42,644.86
Call Back							10.00	444.01
Snow Removal							5.00	212.90
Stipend								1,300.00
NYS CP							280.75	13,126.59
Travel	1.97	93.99	1.97	93.99	1.97	93.99	16.92	730.77
Union Hours							1.00	42.26
Meetings	4.00	125.17	4.00	125.17	4.00	125.17	112.50	6,091.11
Medical Screen	3.00	164.32	3.00	164.32	3.00	164.32	29.50	1,528.48
Overtime Reg	3.25	201.87	3.25	201.87	3.25	201.87	7.25	371.60
Retro Pay								61.41
Vacation NR							346.87	18,903.10
Snow Day							471.75	20,876.93
Sick NR							626.66	34,150.59
Emergency Close							25.75	1,106.75
Total Gross Pay:	4,735.75	214,771.10	4,735.75	214,771.10	4,735.75	214,771.10	38,655.78	1,773,509.82
Employee Taxes:								
SOC SEC EE		12,467.41		12,467.41		12,467.41		104,072.78
MED EE		2,915.77		2,915.77		2,915.77		24,339.61
FEDERAL WH		23,079.24		23,079.24		23,079.24		200,666.47
NEW YORK WH		9,577.09		9,577.09		9,577.09		83,964.06
Total Employee Taxes:		48,039.51		48,039.51		48,039.51		413,042.92
Deductions:								
Medical Pre-tax		13,663.18		13,663.18		13,663.18		94,774.84
Aflac		20.25		20.25		20.25		141.75
NYS Retirement		3,168.14		3,168.14		3,168.14		22,691.03
Retirement Loan		526.00		526.00		526.00		4,290.00
AXA Equitable		2,698.00		2,698.00		2,698.00		19,834.00
CSEA Benefit Fd		396.00		396.00		396.00		3,090.00
NYS Def Comp		4,728.42		4,728.42		4,728.42		37,605.51
CSEA Ins		59.90		59.90		59.90		479.20
Disability		213.75		213.75		213.75		1,501.00
CSEA Dues		1,911.01		1,911.01		1,911.01		15,189.60
Retire Arrears		60.93		60.93		60.93		528.31
Pearl Carroll		40.44		40.44		40.44		323.51
Met Life		220.00		220.00		220.00		1,760.00
Total Deductions:		27,706.02		27,706.02		27,706.02		202,208.75
Netpay:		139,025.57		139,025.57		139,025.57		1,158,258.15
Employer Taxes:								
SOC SEC ER		12,467.41		12,467.41		12,467.41		104,072.78
MED ER		2,915.77		2,915.77		2,915.77		24,339.61
Total Employer Taxes:		15,383.18		15,383.18		15,383.18		128,412.39

OK. RJ
2 apr 24

PT PR# 8 Dated 4/12/24

Client ID: 21SSL - Smithtown Special Library District	PAYROLL SUMMARY	Period Begin Date: 3/23/2024
Pay Group: PT	Smithtown Special Library District	Period End Date: 4/5/2024
Check Date: 4/12/2024		Pay Period: 8
Run Date: 4/9/2024 Run Number: 162		Payroll Type: Regular Payroll

*** PAYROLL FUNDING ***

Debit Type	Bank Name	Transit Routing #	Bank Account #	Counts	Amount	ACH Debit
Checks	M & T BANK	*****0046	*****9349		\$0.00	\$0.00
Direct Deposits	M & T BANK	*****0046	*****9349	78	\$0.00	\$49,773.12
Totals:				78	\$0.00	\$49,773.12
Tax Liabilities	M & T BANK	*****0046	*****9349		\$0.00	\$15,064.87
Third Party Checks	M & T BANK	*****0046	*****9349		\$0.00	\$0.00
Third Party Electronic Payment	M & T BANK	*****0046	*****9349		\$0.00	\$0.00
Payroll Billing	M & T BANK	*****0046	*****9349		\$0.00	\$248.85
Totals:					\$0.00	\$15,313.72
Total ACH Debit:						\$65,086.84
						Impound Date: 4/11/2024
Total Payroll Funding (all items):						\$65,086.84

*** PAYROLL TOTALS ***

Payroll Totals		Totals By Check Type		Counts By Check Type		Employee Counts	
Net Pay Checks	\$0.00	Total Live Checks	\$0.00	Total Live Checks	0	Active Employees Paid	77
Direct Deposits	\$49,773.12	Additional Checks	\$88.65	Additional Checks	0	Inactive Employees Paid	0
**** Total Net Payroll	\$49,773.12	Manual Checks	\$0.00	Manual Checks	0	Terminated Employees Paid	0
		Void Checks/Direct Deposits	\$0.00	Void Checks	0	Total Employees Paid	77
Total Taxes	\$15,064.87	Third Party Sick Checks	\$0.00	Third Party Sick Checks	0	Active Employee Count	79
**** Total Payroll	\$64,837.99	Adjustments	\$0.00	Adjustments	0	Inactive Employee Count	2
		Direct Deposits (78)	\$49,773.12	Vouchers (Direct Deposit)	78	Terminated Employee Count	47
Payroll Adjustments	\$0.00	Total Third Party Pays	\$0.00	Total Third Party Payments	0	Total Employee Count	128
**** Adjusted Total	\$64,837.99	Total Third Party Void Checks	\$0.00	Total Third Party Voids	0	Employees Paid this Month	77
				Zero Net Checks	0	Active Employees this Month	81
						Employees with W2 Data	80
						Active Employees Not Paid	2

OIC.
RL
3 APR 24

Client ID: 21SSL - Smithtown Special Library District
 Pay Group: PT
 Check Date: 4/12/2024
 Run Date: 4/9/2024 Run Number: 162

PAYROLL SUMMARY
 Smithtown Special Library District

Period Begin Date: 3/23/2024
 Period End Date: 4/5/2024
 Pay Period: 8
 Payroll Type: Regular Payroll

*** PAYROLL TAXES ***

	CURRENT		MTD		QTD		YTD	
	Wages	Taxes	Wages	Taxes	Wages	Taxes	Wages	Taxes
Federal Deposits								
FEDERAL WH	61,006.69	3,675.78	61,006.69	3,675.78	61,006.69	3,675.78	487,037.28	29,669.48
MED EE (1.450000%)	61,733.50	895.12	61,733.50	895.12	61,733.50	895.12	493,038.73	7,149.09
MED ER (1.450000%)	61,733.50	895.12	61,733.50	895.12	61,733.50	895.12	493,038.73	7,149.09
SOC SEC EE (6.200000%)	61,733.50	3,827.43	61,733.50	3,827.43	61,733.50	3,827.43	493,038.73	30,568.40
SOC SEC ER (6.200000%)	61,733.50	3,827.43	61,733.50	3,827.43	61,733.50	3,827.43	493,038.73	30,568.40
Total Federal Deposits		13,120.88		13,120.88		13,120.88		105,104.46
State/Local Employee Tax								
NEW YORK WH	61,733.50	1,943.99	61,733.50	1,943.99	61,733.50	1,943.99	493,038.73	15,392.59
Total State/Local Employee Tax		1,943.99		1,943.99		1,943.99		15,392.59
Total Taxes		15,064.87		15,064.87		15,064.87		120,497.05

Client ID: 21SSL - Smithtown Special Library District

Pay Group: PT

Check Date: 4/12/2024

Run Date: 4/9/2024 Run Number: 162

PAYROLL SUMMARY

Smithtown Special Library District

Period Begin Date: 3/23/2024

Period End Date: 4/5/2024

Pay Period: 8

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%)	61,733.50	895.12	61,733.50	895.12	61,733.50	895.12	493,038.73	7,149.09
SOC SEC ER (6.200000%)	61,733.50	3,827.43	61,733.50	3,827.43	61,733.50	3,827.43	493,038.73	30,568.40
Total Employer Tax		4,722.55		4,722.55		4,722.55		37,717.49

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: 4/12/2024
 Run Date: 4/9/2024

PAYROLL SUMMARY
 Smithtown Special Library District

Period Begin Date: 3/23/2024
 Period End Date: 4/5/2024
 Pay Period: 8
 Payroll Type: Regular Payroll

*** EARNINGS & DEDUCTIONS ***

Earnings	CURRENT		MTD		QTD		YTD	
	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars
Sunday	20.50	976.38	20.50	976.38	20.50	976.38	177.00	8,104.45
Holiday	0.00	0.00	0.00	0.00	0.00	0.00	868.00	21,824.59
Regular	2,252.98	56,309.47	2,252.98	56,309.47	2,252.98	56,309.47	16,958.58	422,983.36
Sick	51.00	1,789.09	51.00	1,789.09	51.00	1,789.09	294.63	9,465.09
Vacation	42.00	1,504.98	42.00	1,504.98	42.00	1,504.98	432.93	12,089.26
Personal	6.41	214.23	6.41	214.23	6.41	214.23	147.52	4,210.84
Bereavement Ear	0.00	0.00	0.00	0.00	0.00	0.00	13.00	278.11
Comp Time	22.50	656.19	22.50	656.19	22.50	656.19	145.74	3,368.90
Snow Removal	0.00	0.00	0.00	0.00	0.00	0.00	9.00	267.06
NYS CP	0.00	0.00	0.00	0.00	0.00	0.00	58.00	1,713.92
Meetings	0.00	0.00	0.00	0.00	0.00	0.00	9.50	199.84
Sunday Reg	8.00	132.00	8.00	132.00	8.00	132.00	83.85	1,374.56
Medical Screen	0.00	0.00	0.00	0.00	0.00	0.00	11.00	279.86
Vacation NR	7.72	151.16	7.72	151.16	7.72	151.16	7.72	151.16
Snow Day	0.00	0.00	0.00	0.00	0.00	0.00	228.75	5,429.25
Covid Vaccine	0.00	0.00	0.00	0.00	0.00	0.00	7.00	202.44
Blood Donation	0.00	0.00	0.00	0.00	0.00	0.00	3.00	64.62
Emergency Close	0.00	0.00	0.00	0.00	0.00	0.00	40.00	1,031.42
Total Earnings	2,411.11	61,733.50	2,411.11	61,733.50	2,411.11	61,733.50	19,495.22	493,038.73
Memo Calculations	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars	Hrs/Units	Dollars
MemoSundayHours	24.50	0.00	24.50	0.00	24.50	0.00	240.35	0.00
Total Memo Calculations	24.50	0.00	24.50	0.00	24.50	0.00	240.35	0.00
Deductions		Dollars		Dollars		Dollars		Dollars
NYS Retirement		726.81		726.81		726.81		6,001.45
Disability		85.50		85.50		85.50		608.00
CSEA Dues		790.75		790.75		790.75		6,352.43
Retire Arrears		15.00		15.00		15.00		15.00
Total Deductions		1,618.06		1,618.06		1,618.06		12,976.88

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

OK.
RZ
3 Apr 24

	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	12.00	521.92	12.00	521.92	12.00	521.92	104.50	4,515.94
Holiday							426.50	10,390.95
Regular	1,015.10	25,961.08	1,015.10	25,961.08	1,015.10	25,961.08	7,327.45	187,563.74
Sick	28.00	624.83	28.00	624.83	28.00	624.83	163.55	4,104.10
Vacation	11.50	358.33	11.50	358.33	11.50	358.33	281.33	7,055.69
Personal	3.41	84.29	3.41	84.29	3.41	84.29	92.12	2,371.29
Bereavement Ear							13.00	278.11
Comp Time	12.50	346.29	12.50	346.29	12.50	346.29	70.42	1,647.96
NYS CP							20.00	489.67
Vacation NR	7.72	151.16	7.72	151.16	7.72	151.16	7.72	151.16
Snow Day							101.00	2,657.43
Covid Vaccine							7.00	202.44
Emergency Close							14.00	319.30
Total Gross Pay:	1,090.23	28,047.90	1,090.23	28,047.90	1,090.23	28,047.90	8,628.59	221,747.78
Employee Taxes:								
SOC SEC EE		1,738.97		1,738.97		1,738.97		13,748.37
MED EE		406.71		406.71		406.71		3,215.37
FEDERAL WH		1,539.38		1,539.38		1,539.38		12,577.87
NEW YORK WH		875.99		875.99		875.99		6,941.72
Total Employee Taxes:		4,561.05		4,561.05		4,561.05		36,483.33
Deductions:								
NYS Retirement		373.73		373.73		373.73		3,291.14
Disability		42.75		42.75		42.75		308.75
CSEA Dues		517.34		517.34		517.34		4,176.22
Retire Arrears		15.00		15.00		15.00		15.00
Total Deductions:		948.82		948.82		948.82		7,791.11
Netpay:		22,538.03		22,538.03		22,538.03		177,473.34
Employer Taxes:								
SOC SEC ER		1,738.97		1,738.97		1,738.97		13,748.37
MED ER		406.71		406.71		406.71		3,215.37
Total Employer Taxes:		2,145.68		2,145.68		2,145.68		16,963.74

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(4 - Librarian Part Time) Totals								
Pays:								
Sunday	4.00	300.18	4.00	300.18	4.00	300.18	27.50	2,063.74
Holiday							101.00	4,665.98
Regular	279.00	11,745.83	279.00	11,745.83	279.00	11,745.83	2,099.57	89,310.38
Sick	23.00	1,164.26	23.00	1,164.26	23.00	1,164.26	115.08	5,062.27
Vacation	10.50	466.69	10.50	466.69	10.50	466.69	87.21	3,244.67
Personal	3.00	129.94	3.00	129.94	3.00	129.94	28.49	1,180.73
Comp Time	5.00	216.57	5.00	216.57	5.00	216.57	11.66	509.70
NYS CP							19.00	822.97
Meetings							2.50	86.09
Medical Screen							3.00	151.86
Snow Day							13.50	580.34
Emergency Close							6.00	289.11
Total Gross Pay:	324.50	14,023.47	324.50	14,023.47	324.50	14,023.47	2,514.51	107,967.84
Employee Taxes:								
SOC SEC EE		869.44		869.44		869.44		6,694.00
MED EE		203.34		203.34		203.34		1,565.53
FEDERAL WH		1,104.81		1,104.81		1,104.81		8,198.10
NEW YORK WH		574.32		574.32		574.32		4,366.07
Total Employee Taxes:		2,751.91		2,751.91		2,751.91		20,823.70
Deductions:								
NYS Retirement		193.96		193.96		193.96		1,425.69
Disability		23.75		23.75		23.75		166.25
CSEA Dues		194.89		194.89		194.89		1,553.20
Total Deductions:		412.60		412.60		412.60		3,145.14
Netpay:		10,858.96		10,858.96		10,858.96		83,999.00
Employer Taxes:								
SOC SEC ER		869.44		869.44		869.44		6,694.00
MED ER		203.34		203.34		203.34		1,565.53
Total Employer Taxes:		1,072.78		1,072.78		1,072.78		8,259.53

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Position Category(6 - Custodial Part Time) Totals								
Pays:								
Sunday	4.50	154.28	4.50	154.28	4.50	154.28	45.00	1,524.77
Holiday							132.00	3,354.68
Regular	317.00	7,891.63	317.00	7,891.63	317.00	7,891.63	2,438.23	61,709.46
Sick							7.00	154.29
Vacation	20.00	679.96	20.00	679.96	20.00	679.96	57.39	1,660.09
Personal							25.63	638.28
Comp Time	2.00	43.08	2.00	43.08	2.00	43.08	18.00	453.68
Snow Removal							9.00	267.06
NYS CP							19.00	401.28
Snow Day							29.00	754.19
Blood Donation							3.00	64.62
Emergency Close							10.00	262.01
Total Gross Pay:	343.50	8,768.95	343.50	8,768.95	343.50	8,768.95	2,793.25	71,244.41
Employee Taxes:								
SOC SEC EE		543.67		543.67		543.67		4,417.16
MED EE		127.14		127.14		127.14		1,033.04
FEDERAL WH		746.25		746.25		746.25		6,157.67
NEW YORK WH		373.82		373.82		373.82		3,045.51
Total Employee Taxes:		1,790.88		1,790.88		1,790.88		14,653.38
Deductions:								
NYS Retirement		41.66		41.66		41.66		321.45
Disability		19.00		19.00		19.00		133.00
CSEA Dues		78.52		78.52		78.52		623.01
Total Deductions:		139.18		139.18		139.18		1,077.46
Netpay:		6,838.89		6,838.89		6,838.89		55,513.57
Employer Taxes:								
SOC SEC ER		543.67		543.67		543.67		4,417.16
MED ER		127.14		127.14		127.14		1,033.04
Total Employer Taxes:		670.81		670.81		670.81		5,450.20

	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							17.00	284.57
Regular	47.05	753.99	47.05	753.99	47.05	753.99	431.26	7,112.86
Sick							9.00	144.43
Vacation							7.00	128.81
Personal							1.28	20.54
Comp Time							8.00	147.21
Snow Day							9.50	164.22
Total Gross Pay:	47.05	753.99	47.05	753.99	47.05	753.99	483.04	8,002.64
Employee Taxes:								
SOC SEC EE		46.76		46.76		46.76		496.17
MED EE		10.93		10.93		10.93		116.04
FEDERAL WH								357.87
NEW YORK WH		21.54		21.54		21.54		250.06
Total Employee Taxes:		79.23		79.23		79.23		1,220.14
Netpay:		674.76		674.76		674.76		6,782.50
Employer Taxes:								
SOC SEC ER		46.76		46.76		46.76		496.17
MED ER		10.93		10.93		10.93		116.04
Total Employer Taxes:		57.69		57.69		57.69		612.21

	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							191.50	3,128.41
Regular	594.83	9,956.94	594.83	9,956.94	594.83	9,956.94	4,662.07	77,286.92
Comp Time	3.00	50.25	3.00	50.25	3.00	50.25	37.66	610.35
Meetings							7.00	113.75
Sunday Reg	8.00	132.00	8.00	132.00	8.00	132.00	83.85	1,374.56
Medical Screen							8.00	128.00
Snow Day							75.75	1,273.07
Emergency Close							10.00	161.00
Total Gross Pay:	605.83	10,139.19	605.83	10,139.19	605.83	10,139.19	5,075.83	84,076.06
Employee Taxes:								
SOC SEC EE		628.59		628.59		628.59		5,212.70
MED EE		147.00		147.00		147.00		1,219.11
FEDERAL WH		285.34		285.34		285.34		2,377.97
NEW YORK WH		98.32		98.32		98.32		789.23
Total Employee Taxes:		1,159.25		1,159.25		1,159.25		9,599.01
Deductions:								
NYS Retirement		117.46		117.46		117.46		963.17
Total Deductions:		117.46		117.46		117.46		963.17
Netpay:		8,862.48		8,862.48		8,862.48		73,513.88
Employer Taxes:								
SOC SEC ER		628.59		628.59		628.59		5,212.70
MED ER		147.00		147.00		147.00		1,219.11
Total Employer Taxes:		775.59		775.59		775.59		6,431.81

	Current		Month To Date		Quarter To Date		Year To Date	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Grand Totals								
Pays:								
Sunday	20.50	976.38	20.50	976.38	20.50	976.38	177.00	8,104.45
Holiday							868.00	21,824.59
Regular	2,252.98	56,309.47	2,252.98	56,309.47	2,252.98	56,309.47	16,958.58	422,983.36
Sick	51.00	1,789.09	51.00	1,789.09	51.00	1,789.09	294.63	9,465.09
Vacation	42.00	1,504.98	42.00	1,504.98	42.00	1,504.98	432.93	12,089.26
Personal	6.41	214.23	6.41	214.23	6.41	214.23	147.52	4,210.84
Bereavement Ear							13.00	278.11
Comp Time	22.50	656.19	22.50	656.19	22.50	656.19	145.74	3,368.90
Snow Removal							9.00	267.06
NYS CP							58.00	1,713.92
Meetings							9.50	199.84
Sunday Reg	8.00	132.00	8.00	132.00	8.00	132.00	83.85	1,374.56
Medical Screen							11.00	279.86
Vacation NR	7.72	151.16	7.72	151.16	7.72	151.16	7.72	151.16
Snow Day							228.75	5,429.25
Covid Vaccine							7.00	202.44
Blood Donation							3.00	64.62
Emergency Close							40.00	1,031.42
Total Gross Pay:	2,411.11	61,733.50	2,411.11	61,733.50	2,411.11	61,733.50	19,495.22	493,038.73
Employee Taxes:								
SOC SEC EE		3,827.43		3,827.43		3,827.43		30,568.40
MED EE		895.12		895.12		895.12		7,149.09
FEDERAL WH		3,675.78		3,675.78		3,675.78		29,669.48
NEW YORK WH		1,943.99		1,943.99		1,943.99		15,392.59
Total Employee Taxes:		10,342.32		10,342.32		10,342.32		82,779.56
Deductions:								
NYS Retirement		726.81		726.81		726.81		6,001.45
Disability		85.50		85.50		85.50		608.00
CSEA Dues		790.75		790.75		790.75		6,352.43
Retire Arrears		15.00		15.00		15.00		15.00
Total Deductions:		1,618.06		1,618.06		1,618.06		12,976.88
Netpay:		49,773.12		49,773.12		49,773.12		397,282.29
Employer Taxes:								
SOC SEC ER		3,827.43		3,827.43		3,827.43		30,568.40
MED ER		895.12		895.12		895.12		7,149.09
Total Employer Taxes:		4,722.55		4,722.55		4,722.55		37,717.49

o/c.
 RJ
 3 apr 24

MARCH 2024 MONTHLY STATISTICAL REPORT - ALL BUILDINGS								
LIBRARY COLLECTION	Item Code	2023 Holdings	Current Additions	YTD Additions	Current Withdrawals	YTD Withdrawals	YTD Net Changes	Approximate Holdings
Adult Fiction Books	1	81,532	727	1,996	450	1,510	486	82,018
Adult Nonfiction Books	2	99,452	473	1,289	402	1,874	(585)	98,867
Subtotal Adult Books		180,984	1,200	3,285	852	3,384	(99)	180,885
Juvenile Fiction Books	3	61,645	611	952	678	1,572	(620)	61,025
Juvenile Nonfiction Books	4	31,699	85	185	62	462	(277)	31,422
Subtotal Juv Books		93,344	696	1,137	740	2,034	(897)	92,447
Subtotal All Books		274,328	1,896	4,422	1,592	5,418	(996)	273,332
Adult Periodical (Serial)	5	10,352	521	1,586	419	1,508	78	10,430
Juvenile Periodical (Serial)	s	314	24	63	139	527	(464)	(150)
Subtotal Magazines		10,666	545	1,649	558	2,035	(386)	10,280
Adult Audio Recordings	a	20,626	90	275	444	616	(341)	20,285
Juvenile Audio Recordings	v	1,292	1	26	3	72	(46)	1,246
Subtotal Audio Recordings		21,918	91	301	447	688	(387)	21,531
Adult Video Recording	6	37,118	146	505	379	715	(210)	36,908
Juvenile Video Recording	j	6,945	44	114	132	152	(38)	6,907
Subtotal Video Recording		44,063	190	619	511	867	(248)	43,815
Subtotal Adult A/V		57,744	236	780	823	1,331	(551)	57,193
Subtotal Juvenile A/V		8,237	45	140	135	224	(84)	8,153
Subtotal All A/V		65,981	281	920	958	1,555	(635)	65,346
Other	9	818	6	14	0	5	9	827
Grand Total Library Collection		351,793	2,728	7,005	3,108	9,013	(2,008)	349,785
PEOPLE VISITED LIBRARY		Current	YTD	PATRON REGISTRATIONS		Current	YTD	
Library Visits (LIVE/On-Site)		33,521	94,551	Adult Registrations		368	1,079	
SCKN Internet/ Social Media		32,171	92,997	Juvenile Registrations		95	319	
				Total Borrower Registrations		463	1,398	
CIRCULATION TRANSACTIONS		Current	YTD					
Checkouts		29,056	85,532					
Renewals		29,955	80,942			YTD Self Check	YTD Online	YTD Txt Msg
Downloadable Check-Outs		31,965	95,386	Checkouts		3,610	(not applic.)	(not applic.)
Hot Spot Check-Outs		88	251	Renewals		97	78,109	0
Library of Things		248	655	Included in Circulation Transaction totals at left.				
Grand Total Library Circulation		91,312	262,766					
INTERLIBRARY LOAN		Current	YTD	SERVICES				
Borrowed		4,034	12,507			Current	YTD	
Loaned		4,528	12,870	Curbside Visits		15	22	
Total Interlibrary Loan		8,562	25,377	FAX (Pages)		1153	4170	
				LearnLab Uses		169	493	
RESERVES PLACED		Current	YTD	Microfilm		7	16	
		7,876	24,988	Museum Pass		146	368	
				Notary		604	1,670	
COMPUTER USE		Current	YTD	SCANNING				
Adult		2,286	6,572	Station Sessions		46	135	
Juvenile		464	1,442	Patron Printer Pgs		3584	8,010	
Total Computer Internet Use		2,750	8,014					
REFERENCE TRANSACTIONS		Current	YTD	PASSPORT ACCEPTANCE FACILITY				
Adult Reference		6,532	19,539			Current	YTD	
Juvenile Reference		2,867	8,382	Passport Ref. Questions		48	171	
Total Reference Transactions		9,399	27,921	Applications Processed		43	122	
				Passport Photos Taken		32	99	
LIBRARY WIDE VIRTUAL REFERENCE		Current	YTD	Revenue		\$ 1,953.00	\$ 5,656.00	
Chat		149	431					
Email		76	215					
Social Media		6	14					
*Phone (Used during emergency closures.)		0	0					
LIBRARY PROGRAMS		Current Sessions	Current Attendance	YTD Sessions	YTD Attendance	YTD Avg. Attendance		
Adult Programs		145	1,333	367	3,335	9		
Young Adult Programs		31	271	89	773	9		
Juvenile Programs		99	2,005	300	6,818	23		
General Interest Programs		0	0	0	0	0		
Total Library Programs		275	3,609	756	10,926	14		
SCKN YA		Current	YTD					
Volunteers		207	578					

Circulation Activity by Library - March 2024 - Systemwides Totals										
Checkouts and renewals are based on activity done on each library's terminals - not just the library's items										
LIBRARY	Current Year To Date Total Checkouts and Renewals	PreviousYear To Date Total Checkouts and Renewals	This Month Total Checkouts and Renewals	Checkouts	Checkins	Renewals	Holds	Recall	Total	%
TOTAL FOR SMITHTOWN	84,658	90,520	28,651	27,728	28,289	923	2,866	0	59,806	0
223-Sachem	54,655	56,457	17,920	17,498	17,141	422	1,383	0	36,444	3.6%
260-Emma S Clark	51,033	54,496	16,445	16,101	16,953	344	811	0	34,209	3.4%
208-Comsewogue	34,598	33,731	11,217	10,726	11,733	491	1,028	0	23,978	2.4%
216-Longwood	32,626	35,249	10,336	9,840	12,603	496	1,438	0	24,377	2.4%
231-South Huntington	29,046	32,684	9,729	9,522	11,040	207	480	0	21,249	2.1%
226-Smithtown-Main	28,201	30,211	9,429	9,132	9,239	297	1,049	0	19,717	2.0%
213-Harborfields	26,810	29,304	9,045	8,822	8,870	223	631	0	18,546	1.8%
219-Northport-Main	25,829	25,447	8,477	7,987	8,061	490	763	0	17,301	1.7%
211-HHL-Dix Hills	24,458	24,776	7,724	7,551	7,506	173	1,136	1	16,367	1.6%
244-Center Moriches	23,696	27,000	8,230	8,013	7,821	217	694	1	16,746	1.7%
239-Patchogue Medford	23,469	24,727	7,765	7,363	7,664	402	742	0	16,171	1.6%
215-Lindenhurst	21,172	22,873	7,431	7,200	7,118	231	619	0	15,168	1.5%
214-Islip	20,102	21,516	6,519	6,424	6,469	95	374	0	13,362	1.3%
224-Sayville	19,987	20,646	6,357	6,183	7,180	174	546	0	14,083	1.4%
210-East Islip	19,459	20,338	5,913	5,777	6,468	136	454	0	12,835	1.3%
227-Smithtown-Commack	19,348	21,948	6,723	6,558	6,949	165	610	0	14,282	1.4%
203-Brentwood	18,900	19,122	6,304	6,090	5,966	214	634	11	12,915	1.3%
229-Smithtown-Nesconset	18,801	18,463	6,554	6,287	6,460	267	666	0	13,680	1.4%
233-West Islip	18,558	19,058	6,043	5,999	5,965	44	296	0	12,304	1.2%
228-Smithtown-Kings Park	18,308	19,898	5,945	5,751	5,641	194	541	0	12,127	1.2%
221-Port Jefferson	17,765	18,958	5,934	5,784	5,438	150	413	0	11,785	1.2%
230-South Country	17,299	19,165	5,773	5,587	5,541	186	565	2	11,881	1.2%
207-Commack	16,668	15,455	5,547	5,294	5,282	253	572	0	11,401	1.1%
220-Northport-East Northport	16,442	16,943	5,749	5,471	5,943	278	530	0	12,222	1.2%
250-Riverhead	16,298	18,586	5,571	5,298	5,502	273	614	0	11,687	1.2%
232-West Babylon	16,016	17,264	5,177	5,075	5,367	102	321	0	10,865	1.1%
259-Bayshore-Brightwaters	15,947	16,148	5,018	4,608	4,610	410	516	0	10,144	1.0%
225-North Shore	15,587	16,947	4,988	4,576	6,680	412	481	0	12,149	1.2%
202-Bayport	15,386	16,760	5,091	4,789	4,675	302	471	0	10,237	1.0%
255-Rogers Memorial	14,869	14,401	5,027	4,856	5,114	171	450	0	10,591	1.1%
201-Babylon	12,804	12,881	4,151	4,109	4,226	42	343	1	8,721	0.9%
245-Hampton Bays	12,801	11,883	4,234	3,955	4,107	279	473	0	8,814	0.9%
246-Hauppauge	12,526	13,788	4,165	4,025	4,050	140	414	0	8,629	0.9%
240-Huntington Main	11,495	11,836	3,733	3,430	6,228	303	720	0	10,681	1.1%
218-North Babylon	11,245	12,199	3,555	3,351	3,347	204	303	0	7,205	0.7%
234-Westhampton	10,986	12,284	3,557	3,328	3,350	229	275	0	7,182	0.7%
205-Central Islip	10,592	11,425	3,726	3,560	3,392	166	238	0	7,356	0.7%
252-East Hampton	9,586	10,702	3,155	3,068	3,352	87	317	0	6,824	0.7%
243-Deer Park	9,309	9,554	3,411	3,255	4,317	156	416	0	8,144	0.8%
264-Copague	9,074	6,032	3,020	2,970	2,831	50	281	0	6,132	0.6%
206-Cold Spring Harbor	8,944	8,763	2,831	2,680	2,565	151	243	0	5,639	0.6%
200-Amityville	8,406	10,341	2,634	2,586	2,604	48	277	0	5,515	0.5%
251-Elwood	7,844	8,020	2,538	2,464	2,477	74	385	0	5,400	0.5%
265-Mastic-Moriches-Mastic Be	7,625	7,531	2,761	2,579	2,936	182	420	0	6,117	0.6%
209-Cutchogue	6,829	7,345	2,216	2,101	1,984	115	226	0	4,426	0.4%
248-John Jermain	6,191	6,819	1,974	1,912	1,992	62	258	0	4,224	0.4%
212-HHL-Melville	6,056	7,369	1,968	1,870	2,012	98	389	0	4,369	0.4%
253-Mattituck-Laurel	6,003	6,700	2,060	1,961	1,962	99	121	0	4,143	0.4%
254-Floyd Memorial	5,786	6,772	2,033	1,727	1,754	306	284	0	4,071	0.4%
247-Southold	5,392	6,645	1,842	1,768	1,767	74	294	0	3,903	0.4%
266-Mastic-Moriches-Moriches	5,130	1,700	1,700	1,639	1,690	61	208	0	3,598	0.4%
257-Shelter Island	4,148	4,523	1,516	1,371	1,290	145	282	0	3,088	0.3%
204-Brookhaven	4,074	4,382	1,329	1,293	1,323	36	111	0	2,763	0.3%
238-Montauk	3,706	4,169	1,540	1,408	1,205	132	171	0	2,916	0.3%
256-Quogue	3,698	3,348	1,192	1,032	966	160	155	0	2,313	0.2%
249-Hampton Library	3,241	3,148	1,064	904	856	160	103	0	2,023	0.2%
258- Amagansett	2,700	2,752	884	843	798	41	142	0	1,824	0.2%
241-Huntington Station	2,683	2,682	946	846	992	100	202	0	2,140	0.2%
235-Wyandach	1,017	551	296	245	262	51	18	0	576	0.1%
261-Fisher's Island	150	118	51	51	59	0	0	0	110	0.0%
217-Mastic-Moriches-Shirley 1	8	2,998	4	0	2	4	47	0	53	0.0%