MATTITUCK-LAUREL LIBRARY BOARD OF TRUSTEES MONTHLY MEETING AGENDA

MEETING DATE: Monday April 10, 2023

MEETING TIME: 6:00 PM

- I. Approval of the Agenda
- II. Review and Approval of the Minutes of March 13, 2023 Regular Board Meeting
- III. Period of Public Expression
- IV. Approval of Treasurer's Report
- V. Approval of Personnel Report
- VI. Staff Presentations

A. Bev Wowak – Reader's Advisor

- VII. Director's Report
- VIII. President's Remarks

IX. Committee Reports

- A. Budget / Finance
- B. Personnel / Policy

X. Old Business

A. Approval of revised Maintenance of Public Order Policy

XI. New Business

- A. 2024 Draft Budget Review
- B. Approve new furniture expenses for LH area
- C. Accept revised LIPA PILOT agreement
- XII. Adjournment

Next Meeting – May 8, 2023

MATTITUCK-LAUREL LIBRARY APPROVED MINUTES OF THE REGULAR MONTHLY MEETING

April 10, 2023

<u>Present</u>

Jim Underwood, President Karenann Volinski, Treasurer from 6:10PM Katie O'Rourke, Secretary Colleen Grattan-Arnoff, Trustee Mary Sanchez, Trustee Shauna Scholl, Director

<u>Absent</u>

Nick Timpone, Vice-President Peter Kren, Trustee

Call To Order

Jim called the meeting to order at 6PM, with a quorum present.

I. Approval of the Agenda

The agenda was adopted. (Colleen, Mary; unanimous (4-0))

II. Review and Approval of the Minutes of March 13, 2023 Regular Board Meeting

The minutes of the meetings held March 13, 2023 were approved. (Mary, Colleen; unanimous (4-0))

III. Period of Public Expression

none

IV. Approval of Treasurer's Report

<u>Warrants</u>

Jim reviewed the warrants with the Board.

The Board approved payment of the following MARCH warrant:

OPERATING ACCOUNT	\$103,949.62
CULTURAL ACTIVITIES FUND	2,271.04
MONEY MARKET ACCOUNT	.00
BUILDING FUND SAVINGS	.00
BUILDING FUND CHECKING	.00

Donations in excess of \$1,000 none (Colleen, Mary; unanimous (4-0))

V. Approval of Personnel Report

The Personnel report was presented in written format. The Board reviewed the personnel report with interest. The Personnel Report was approved. (Katie, Colleen; unanimous (4-0))

VI. Staff Presentations

Bev Wowak – Reader's Advisor shared her many responsibilities with the board and highlighted some of her programs. There is a popular monthly reading challenge. Patrons read two books, fill out a raffle ticket and the first three people to complete the challenge will win a prize. Bev has led book discussions for over twenty years and hosts a Literary Café the second Friday of every month. There patrons can talk about all the books they are reading. Annually, Bev organizes a Book, Dinner, and a Movie evening. Patrons create a dish from a book to share, most recently Stanley Tucci's *Taste*. If a patron is unable to get to the library homebound services are available. Bev can gather up a dozen reads based on a telephone conversation and drop by to deliver them.

VII. Director's Report

The Director's report was presented in written format. The Board reviewed the director's report with interest.

Shauna highlighted a very successful Family Program organized by Karen Letteriello, *Hello Rain*. This program attracted a wide range of children. Participants listened to stories, used drums to create the sounds of rain and thunder, worked on a rainbow craft, and decorated umbrellas. The drums from this program as well as huge bones to build dinosaurs, aliens, or anything a child's mind can imagine are on loan from the Suffolk County Library System. Our new 3D printer has arrived! An Oculus has been added to our Library of Things and has already been checked out! Shauna was able to share round one of the new logo reveal.

VIII. President's Remarks

none

IX. Committee Reports

- A. Budget /Finance The Budget / Finance Committee continued to discuss 2024 budget planning will finalize by June 2023
- B. **Personnel / Policy** The Personnel / Policy Committee met on April 5, 2023 to discuss the Meeting Room Policy

X. Old Business

A. Approval of revised Maintenance of Public Order Policy

The revised policy was approved. (Katie, Colleen; unanimous (5-0))

XI. New Business

- A. 2024 Draft Budget Review will finalize by June 2023
- B. Approve new furniture expenses for Local History area The expenses were approved. (Colleen, Karenann; unanimous (5-0))
- C. Accept revised LIPA PILOT agreement The revised agreement was approved. (Mary, Colleen; unanimous (5-0))

XII. Adjournment

Motion to adjourn at 6:32PM. (Karenann, Mary; unanimous (5-0))

Dates of Future Board Meetings

Monday, May 8, 2023 Monday, June 12, 2023 Monday, July 10, 2023

Respectfully submitted, Katie O'Rourke Secretary



These are the expenses for the month and year of March 2023

Approved at the Library Board Meeting on April 10, 2023

Operating Account Total	\$103,949.62

Payroll \$62,838.79

Non Payroll \$41,110.83

Cultural Activities Fund \$2,271.04

Money Market Account \$0

Building Fund Savings \$0

Building Fund Checking \$0

Donations in excess of \$1,000 None

Mattituck-Laurel Library Fund Balance Report

	Jan - Mar 23
General Fund	
Operating Fund	405,633.95
Building Fund	
Checking	264,407.33
Savings	57,300.76
Total Building Fund	321,708.09
Total General Fund	727,342.04
Cultural Activities Fund	
Coffee Machine	341.17
Teen Programs	21.12
Children's Programs	1,226.17
Staff Activity Fund	308.98
Adult Programs Wash Acco	6,623.52
Designated Gifts	657.80
Parent-Toddler Programs	64.23
Staff Ordering Account	0.00
Total Cultural Activities Fund	9,242.99
Gift and Trust Fund - MM	
Claire Lincoln Memorial	2,637.09
Local History Books	26,265.05
Undesignated & Interest	1,232.90
Capital Reserve Fund	416,469.95
Unemployment Insurance	30,000.00
Total Gift and Trust Fund - MM	476,604.99
OTAL	1,213,190.02

Date	Name	Memo	Original Amount	Paid Amount
Library Materials Youth Material Youth DVD's				
03/03/2023	Midwest Tape	503431424	20.99	20.99
Total Youth [OVD's			20.99
Youth Comp 03/14/2023	outer Software Business Card			
	Computer Software	Nintendo Switch Games	108.83	108.83
rotar rotan c	somputer Software			108.83
Youth Books 03/03/2023	s B&T Juvenile Account	February invoices	156.96	156.96
Total Youth E	Books			156.96
Total Youth Mate	erials			286.78
Adult Materials DVD/Music C				200.70
03/03/2023	Midwest Tape	503431422	21.69	21.69
03/08/2023	ELM USA, Inc.	PRO-03584B Monthly m	25.00	25.00
03/14/2023	Midwest Tape	503460891	13.99	13.99
03/14/2023 03/14/2023	Midwest Tape	503460890	21.69	21.69
03/16/2023	Midwest Tape	503460729	13.99	13.99
03/16/2023	Midwest Tape	503485860	17.49	17.49
03/16/2023	Midwest Tape Midwest Tape	503482509	21.69	21.69
03/16/2023	Midwest Tape	503482508	13.99	13.99
03/27/2023	Midwest Tape	503482507	13.99	13.99
03/27/2023	Midwest Tape	503529471	20.99	20.99
03/27/2023	Midwest Tape	503525578 503525579	21.69 36.38	21.69
Total DVD/Mu			50.56	36.38
Digital Materi	al Subscriptions			242.58
03/01/2023	Kanopy, Inc.	Invoice #338637-PPU	122.00	100.00
03/06/2023	Midwest Tape	Hoopla Month ending 2	132.00 193.52	132.00
Total Digital M	laterial Subscriptions			193.52
Title Source				325.52
03/03/2023	SCLS	Title Source 360 (12/1/2	1,155.00	1,155.00
Total Title Sou	irce			1,155.00
Adult Books				
03/07/2023	B&T Adult Account	Febrarury Invoices	1,937.88	1,937.88
Total Adult Bo	oks		-	1,937.88
Lorge Drive D	1 -			1,937.00
Large Print Bo 03/07/2023	B&T Adult Account	Febrarury Invoices	163.98	162.09
Total Large Pri	nt Books			163.98
-				163.98
Newspapers				
03/06/2023 03/21/2023	New York Times	Large type Weekly 2.27	166.40	166.40
	Daily News	Pays through 5.5.23	92.50	92.50
Total Newspap	ers			258.90
Periodicals				
03/14/2023	EBSCO Subscription Services	Annual Invoice	4,804.39	4,804.39

Date	Name	Memo	Original Amount	Paid Amount
Total Periodic	als			4,804.39
Total Adult Mater	ials			8,888.25
Teen Materials 03/07/2023 03/21/2023	B&T Teen Account Marissa Timm	February Invoices Candy for Teen Books	144.58 30.96	144.58 30.96
Total Teen Mater	ials			175.54
Total Library Materia	lls			9,350.57
Capital Expenditure 03/14/2023	e s Business Card	Cabinets for Reference	934.60	934.60
Total Capital Expend	litures			934.60
Technology 03/14/2023 03/14/2023 03/16/2023	Business Card P.M. Communications Corp. Makerbot Industries, LLC	Wall charger Monthly Maintenance MakerBot SKETCH Larg	9.49 117.89 2,399.00	9.49 117.89 2,399.00
Total Technology				2,526.38
Operations and Ma Building Mainter Aquarium Mai 03/14/2023	nance	Service 2.7.23 and 2.22	200.00	000.00
		Service 2.7.23 and 2.22	200.00	200.00
Total Aquarium				200.00
Elevator Main 03/09/2023	t. Champion Elevator	Annual Inspection Marc	600.00	600.00
Total Elevator	Maint.			600.00
Water Backflo 03/24/2023	w Test JJ Simms Backflow Testing	Annual Testing & Paper	260.00	260.00
Total Water Ba	ckflow Test			260.00
Other Building 03/16/2023	3 Maint. Enviroscience Consultants	Microbial Investigation i	935.00	935.00
Total Other Bui	Iding Maint.			935.00
Total Building Mai	ntenance			1,995.00
Electric 03/30/2023	PSEGLI	Service from Feb 18, 20	1,376.35	1,376.35
Total Electric			-	1,376.35
Gas 03/24/2023	National Grid	Feb 15, 2023 to Mar 17,	1,240.06	1,240.06
Total Gas			-	1,240.06
Grounds Mainter Snow Remova 03/09/2023		Snow Removal 2.28.23	300.00	300.00
Total Snow Rer				300.00
Total Grounds Ma			-	300.00
				300.00

Date	Name	Memo	Original Amount	Paid Amount
Water SCWA 03/09/2023	SCWA	Svc from Dec 1, 2022 to	198.21	198.21
Total SCWA				198.21
Total Water				198.21
Garbage Remova 03/16/2023	I Mattituck Enviro Services	4 YD Trash Service	247.62	247.62
Total Garbage Rer	moval			247.62
Total Operations and	Maintenance			5,357.24
Miscellaneous Expe Legal Fees				3,337.24
03/16/2023	Volz & Vigliotta, PLLC	Conference for PILOT is	70.50	70.50
Total Legal Fees				70.50
Maintenance Offic Optimum Inter 03/21/2023	net Service			
	Optimum	Service 3/16/23 to 4/15/23	243.94	243.94
Total Optimum I				243.94
03/03/2023	vork Maintenance L2J Consulting, Inc.	January and February 2	2,000.00	2,000.00
Total Computer/	Network Maintenance			2,000.00
Computer Soft 03/21/2023 03/21/2023	ware Licenses Port53 Technologies Inc. Elan Financial Services	Umbrella Insights by Cis DRI Crashplan	1,331.52 32.55	1,331.52 32.55
Total Computer	Software Licenses		-	1,364.07
Total Maintenance	Office Equipment		-	3,608.01
Membership Professional Me 03/14/2023	emberships Business Card	NY Library Assoc. Mem	689.90	689.90
Total Profession	al Memberships		-	689.90
Museum Passe 03/21/2023	s Elan Financial Services	CMEE Museum Pass	300.00	300.00
Total Museum P	asses			300.00
Total Membership			-	989.90
Postage Mailing Permit				303.30
	Postmaster	USPS Marketing Mail P	290.00	290.00
Total Mailing Per				290.00
Newsletter mail 03/03/2023	ing Tom Lennon	March/April Newsletter	330.80	330.80
Total Newsletter	mailing		_	330.80
Total Postage			-	620.80

Printing & Advertising Street Fair Booth / SCL 150.00 160 (0) 03/21/2023 Mathuck Chamber of Commerce Street Fair Booth / SCL 150.00 121.28 121.28 03/21/2023 Elan Financial Services Street Fair Booth / SCL 121.28 121.28 121.28 Newsletter printing Advertising 271.28 271.28 121.28 1	Date	Name	Memo	Original Amount	Paid Amount
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Adult Programs Constraint Con	Total Adult Re	ading Club & Book Discu		243.00	
03/03/2023 Green Inside and Out, Inc. Green Living 3.2.23 150.00 150.00 03/09/2023 Holly Kix Smart Phone Photograp 200.00 200.00 03/09/2023 Organize Me! Of NY, LLC Where's My Stuff 3.9.23 250.00 250.00 03/14/2023 Business Card True Colors, Copperfield 183.36 183.36 03/16/2023 Donna L. Nesteruk EFT 3.16.23 300.00 300.00 03/12/2023 Elan Financial Services Zoom 59.96 59.96 03/21/2023 Elan Financial Services Zoom 59.97 59.97 03/21/2023 Elan Financial Services Zoom 350.00 350.00 03/22/2023 Gerard Matovcik. Reimburse Opera snacks 19.76 19.76 03/12/2023 Kidnastics Kidnastics 12 mo-35 mo 525.00 525.00 03/12/2023 Nicole Summers Sparling Baby Boogie, Toddler T 350.00 350.00 03/12/2023 Kidnastics Kidnastics 4.3.23 525.00 525.00 525.00 03/12/2023 Kidnastics Kidnastics 4.3.23 525.00 525.00 <					249.88
Total Programs - Adult 1,773.05 Programs - Juvenile 2,101.05 03/10/2023 Kidnastics Kidnastics 12 mo-35 mo 525.00 03/13/2023 Nicole Summers Sparling Baby Boogie, Toddler T 350.00 350.00 03/14/2023 Business Card DVD Player, Laundry ba 37.98 37.98 03/21/2023 Karen Letteriello. Scavenger Hunt Prizes, 86.13 86.13 03/27/2023 Kidnastics Kidnastics 4.3.23 525.00 525.00 Total Programs - Juvenile 1,524.11 1,524.11 Programs - Summer 03/21/2023 Elan Financial Services Fun Express see itemize 966.97 966.97 Total Programs - Summer 966.97 966.97 966.97 966.97	03/03/2023 03/09/2023 03/09/2023 03/14/2023 03/16/2023 03/16/2023 03/21/2023 03/21/2023 03/27/2023	Green Inside and Out, Inc. Holly Kix Organize Me! Of NY, LLC Business Card Donna L. Nesteruk Gil McLean Elan Financial Services Elan Financial Services Lisa Baglivi	Smart Phone Photograp Where's My Stuff 3.9.23 True Colors, Copperfield EFT 3.16.23 Irish Yarn 3.18.23 Zoom 7 pk 11"x14" Canvas Springtime Canvas Pain	200.00 250.00 183.36 300.00 200.00 59.96 59.97 350.00	200.00 250.00 183.36 300.00 200.00 59.96 59.97 350.00
Total Programs - Adult 2,101.05 Programs - Juvenile 3210/2023 03/10/2023 Kidnastics Kidnastics 12 mo-35 mo 525.00 03/13/2023 Nicole Summers Sparling Baby Boogie, Toddler T 350.00 03/14/2023 Business Card DVD Player, Laundry ba 37.98 03/21/2023 Karen Letteriello. Scavenger Hunt Prizes, 86.13 03/27/2023 Kidnastics Kidnastics 4.3.23 525.00 Total Programs - Juvenile 1,524.11 Programs - Summer 03/21/2023 Elan Financial Services Fun Express see itemize 966.97 966.97 966.97 966.97 966.97 966.97 966.97	Total Adult Pro	grams		-	
Programs - Juvenile Kidnastics Kidnastics 12 mo-35 mo 525.00 525.00 03/10/2023 Nicole Summers Sparling Baby Boogie, Toddler T 350.00 350.00 03/14/2023 Business Card DVD Player, Laundry ba 37.98 37.98 03/21/2023 Karen Letteriello. Scavenger Hunt Prizes, 86.13 86.13 03/27/2023 Kidnastics Kidnastics 4.3.23 525.00 525.00 Total Programs - Juvenile 1,524.11 1,524.11 Programs - Summer 03/21/2023 Elan Financial Services Fun Express see itemize 966.97 966.97 03/21/2023 Elan Financial Services Fun Express see itemize 966.97 966.97	Total Programs -	Adult		-	
Programs - Summer 03/21/2023 Elan Financial Services Fun Express see itemize 966.97 966.97 Total Programs - Summer 966.97 966.97 966.97	03/10/2023 03/13/2023 03/14/2023 03/21/2023	Kidnastics Nicole Summers Sparling Business Card Karen Letteriello.	Baby Boogie, Toddler T DVD Player, Laundry ba Scavenger Hunt Prizes,	350.00 37.98 86.13	525.00 350.00 37.98 86.13
Programs - Summer 03/21/2023 Elan Financial Services Fun Express see itemize 966.97 966.97 Total Programs - Summer 966.97 966.97 966.97	Total Programs	Juvenile			1,524.11
Total Programs - Summer 966.97			Fun Express see itemize	966 97	
	Total Programs - S				
	Programs - Teen				300.37

Date	Name	Memo	Original Amount	Paid Amount
03/01/2023	Rob Scott	Snickerdoodle Bread 3	225.00	225.00
03/14/2023	Business Card	Acrylic paint	53.26	53.26
Total Programs -	Teen			278.26
Supplies - Libra	ry			
03/06/2023	ID Label, Inc.	Barcodes for Childrens	167.25	167.25
03/14/2023	Business Card	Indoor/Outdoor Vacuum	477.93	477.93
03/21/2023	Elan Financial Services	Cricut	9.99	9.99
03/24/2023	The Library Store	Message Board Sign	355.10	355.10
Total Supplies - L	ibrary			1,010.27
Supplies - Office	9			
03/06/2023	Amazon	Refund	-54.72	-54.72
03/06/2023	Orlowski Hardware Company, I	Hole saw	10.98	-54.72 10.98
03/06/2023	Quill Corporation	Brother tn360 blk toner	136.99	136.99
03/14/2023	Business Card	Label maker tape, table	52.71	52.71
03/14/2023	Quill Corporation	Cup hot perfect touch 1	25.98	25.98
03/21/2023	Quill Corporation	3x3 sticky notes, Bic me	95.65	95.65
03/24/2023	Quill Corporation	Coffeemate 180 ct, Spo	33.97	33.97
Total Supplies - C	Office			301.56
Telephone				
03/21/2023	Optimum	Service 3/16/23 to 4/15/23	157.14	157.14
Total Telephone				157.14
Travel				
03/07/2023	Shauna Scholl.	Advocacy Day Hotel in	539.00	539.00
03/21/2023	Karen Letteriello.	Mileage to SCLS Bellpor	48.13	48.13
Total Travel			-	587.13
tal Miscellaneous	Expense		~	15,512.30
bt Service Total				10,012.00
03/22/2023	Dime Community Bank	Payment to Bus Term L	7,429.74	7,429.74
tal Debt Service To	otal		-	7,429.74
L			-	41,110.83
			=	-1,110.00

Mattituck-Laurel Library Monthly Budget Report With Current Month March 2023

	Mar 23
Ordinary Income/Expense Income	
Mattituck-Cutchogue School Dist Interest Direct Public Support	275.84 4.00 939.70
Fines Library Materials Paid For Copy Machine E-Rate Discount	80.99 13.95 494.80 5,167.80
Total Income	6,977.08
Gross Profit	6,977.08
Expense Payroll Expenses Salaries Professional Salaries Clerical Custodian	25,443.69 26,407.16 2,096.44
Total Salaries	53,947.29
Benefits Fica Disability Insurance Medical Insurance Retirement Unemployment Insurance	3,918.10 -289.80 5,079.72 2,859.04 1,393.03
Total Benefits	12,960.09
Total Payroll Expenses	66,907.38
Library Materials Youth Materials Youth DVD's Youth Computer Software Youth Books	20.99 108.83 156.96
Total Youth Materials	286.78
Adult Materials DVD/Music CD Digital Material Subscriptions Title Source Adult Books Large Print Books Newspapers Periodicals	242.58 325.52 1,155.00 1,937.88 163.98 258.90 4,804.39
Total Adult Materials	8,888.25
Teen Materials	175.54
Total Library Materials	9,350.57

Mattituck-Laurel Library Monthly Budget Report With Current Month March 2023

	Mar 23
Capital Expenditures Technology Operations and Maintenance Building Maintenance	934.60 2,526.38
Aquarium Maintenance Elevator Maint. Water Backflow Test Other Building Maint.	200.00 600.00 260.00 935.00
Total Building Maintenance	1,995.00
Electric Gas Grounds Maintenance Snow Removal	1,376.35 1,240.06
Total Grounds Maintenance	300.00
Water	300.00
SCWA	198.21
Total Water	198.21
Garbage Removal	247.62
Total Operations and Maintenance	5,357.24
Miscellaneous Expense Legal Fees Maintenance Office Equipment Verizon Mobile Hotspots Optimum Internet Service Computer/Network Maintenance Computer Software Licenses	70.50 118.44 243.94 2,000.00 1,364.07
Total Maintenance Office Equipm	3,726.45
Membership Professional Memberships Museum Passes	689.90 300.00
Total Membership	989.90
Postage Mailing Permit Newsletter mailing	290.00 330.80
Total Postage	620.80
Printing & Advertising Other printing & advertising Newsletter printing	271.28 2,979.00
Total Printing & Advertising	3,250.28
Professional Fees Payroll Processing	567.25

Mattituck-Laurel Library Monthly Budget Report With Current Month March 2023

	Mar 23
SCLS/Overdue Notices	46.32
Total Professional Fees	613.57
Programs - Adult Motion Picture/Music Licensing Adult Reading Club & Book Dis Adult Programs	78.12 249.88 1,773.05
Total Programs - Adult	2,101.05
Programs - Juvenile Programs - Summer Programs - Teen Supplies - Library Supplies - Office Telephone Travel	1,524.11 966.97 278.26 1,010.27 301.56 157.14 587.13
Total Miscellaneous Expense	16,197.99
Debt Service Total	7,429.74
Total Expense	108,703.90
Net Ordinary Income	-101,726.82
Net Income	-101,726.82

Mattituck-Laurel Library Monthly Budget Report With Year To Date January through March 2023

Ordinary Income/Expense Income 6.947.12 4.000.00 2.947.12 173.7% Mattluck-Culcicopus School Dist Nartice 753.659.99 1.581.490.00 -82.7839.31 47.7% Mattluck-Culcicopus School Dist Nartice 753.659.99 1.800.00 -1.620.00 1.0% Interest 9.82 100.00 -90.18 9.8% Direct Public Support 3.676.80 2.000.00 1.876.80 183.8% Library Materials Paid For 100.72 2.000.00 -757.75 82.1% E-Rate Discount of thoward 75.675.90 0.749.194.56 53.1% E-Rate Discount of thoward 75.775 82.1% 53.1% Gross Profit 847.604.44 1.596.799.00 -749.194.56 53.1% Expense 2.923.00 -341.208.44 20.6% Professional Salaries 178.063.38 812.223.00 63.41.59.62 21.9% Benefits 1.003.19 60.342.00 -47.305.81 21.6% Final Salaries 178.063.38 812.223.00 63.41.59.62 21.6%		Jan - Mar 23	Budget	\$ Over Budget	% of Budget
PILOT Funds 6,947,12 4,000,00 2,947,12 173,7% Mattluck.Cutchogue School Dist 173,656,66 1,581,496,00 -127,393,31 47,7% NY State Incentrive 180,00 1,800,00 -1,800,00 -1,800,00 1,878,80 Direct Public Support 3,678,80 2,000,00 1,878,80 183,8% Direct Public Support 3,678,80 2,000,00 -168,80 1000,0% Labrary Materials Paid For 109,72 -000,00 -232,20 957,% Copy Machine 1,242,25 2,000,00 -243,20 957,% Fund Balance Brought Forward 76,425,44 1,596,799,00 -749,194,56 53,1% Gross Profit 847,604,44 1,596,799,00 -749,194,56 53,1% Expense Salaries 84,686,56 429,695,00 -341,208,44 20,6% Clarical Castrola 6,884,56 429,695,00 -341,208,44 20,6% Clarical Clarical Salaries 178,063,38 812,223,00 -634,159,62 21,9% Medical Insurance 368,81<	Ordinary Income/Expense	and an			
Mathtuck-Cutchogue School Dist 753,659,69 1,581,499,00 427,393,31 47,7% NY State Incentive 9,82 100,00 -1,820,00 1,00% Interest 9,82 100,00 -9,018 9,8% Direct Public Support 3,678,80 2,000,00 -1,876,80 100,0% Library Materials Paid For 109,72 2,000,00 -767,75 62,1% Copy Machine 1,242,25 2,000,00 -767,75 62,1% Fund Balance Brought Forward 7,642,64 - - - Total Income 847,604,44 1,596,799,00 -749,194,56 53,1% Expense - 347,604,44 1,596,799,00 -749,194,56 53,1% Expense - 347,604,44 1,596,799,00 -749,194,56 53,1% Cross Profit 847,604,44 1,596,799,00 -749,194,56 53,1% Expense - 747,70 -40,645,50 14,4% Custadian 6,831,40 47,700 -40,645,56 14,4%					
NY State Incentive 180.00 1.800.00 2.232.00 2.232.00 2.232.00 2.232.00 2.232.00 2.200.00 7.749.194.56 5.31.1% Cross Frofit 847,604.44 1.596,799.00 -749.194.56 5.31.1% <td></td> <td></td> <td></td> <td></td> <td></td>					
Interest 9.82 100.00 -69.18 9.87% Direct Public Support 3,876.80 2,000.00 1,676.80 183.8% Direct Public Support 3,876.80 2,000.00 1,676.80 183.8% Library Materials Paid For 109.72 2,000.00 -757.75 62.1% Copy Machine 1,242.25 2,000.00 -757.75 62.1% Fund Balance Brought Forward 76.425.44	Mattituck-Cutchogue School Dist	753,659.69	1,581,499.00	-827,839.31	47.7%
Direct Public Support 3,676.80 2,000.00 1,676.80 183.8% Fines 185.80 0.00 165.80 100.0% Library Materials Paid For 1097.2 2,000.00 -757.75 62.1% E-Rate Discount 5,167.80 5,400.00 -232.20 95.7% Fund Balance Brought Forward 76,425.44 - - - Gross Profit 847,604.44 1,596,799.00 -749,194.56 53.1% Expense Payroll Expenses -<	NY State Incentive	180.00	1,800.00	-1,620.00	
Fines 185.80 0.00 185.80 100.0% Library Materials Paid For 109.72 109.72 2.000.00 .757.75 62.1% E-Rate Discount 5.167.80 5.400.00 .232.20 .85.7% Fund Balance Brought Forward 76.422.54	Interest	9.82	100.00	-90.18	9.8%
Lubrary Materials Paid For 109.72 Lubrary Materials Paid For 109.72 Copy Machine 1242.25 2,000.00 -767.75 62.1% E-Rate Discount 5.167.80 5.400.00 -232.20 95.7% Fund Balance Brought Forward 76.425.44 1,596.799.00 -749.194.56 53.1% Gross Profit 847.604.44 1,596.799.00 -749.194.56 53.1% Expense Payroll Expenses Salaries 24.7% 24.9% 50.00 -341.206.44 20.6% Clerical 88.086.56 429.985.00 -341.206.44 20.6% 21.9% Benefits 1036.19 60.342.00 -47.305.81 21.6% Disability Insurance 36.88.1 1.000.00 -331.19 36.9% Medical Insurance 12.090.00 89.240.00 -77.150.00 13.5% Retirement 9.283.33 50.749.00 -14.86.67 18.3% Unemployment Insurance 5.776.67 10.000.00 -42.23.33 57.8% Youth Materials 1.005.55.00 <t< td=""><td>Direct Public Support</td><td>3,676.80</td><td>2,000.00</td><td>1,676.80</td><td>183.8%</td></t<>	Direct Public Support	3,676.80	2,000.00	1,676.80	183.8%
Copy Machine 1.242.25 2.000.00 -757.75 62.1% E-Rate Discount 5.167.80 -232.20 95.7% Fund Balance Brought Forward 76.425.44	= +		0.00	185.80	100.0%
E-Rate Discount 5,167.80 5,400.00 -232.20 95.7% Fund Balance Brought Forward 76,425.44 1,596,799.00 -749,194.56 53.1% Gross Profit 847,604.44 1,596,799.00 -749,194.56 53.1% Expense Payroll Expenses Salaries -749,194.56 53.1% Professional Salaries 82,545.42 334,851.00 -252,305.58 24.7% Clerical 88,686.56 429,895.00 -341,208.44 20.6% 21.9% Benefits - 778,063.38 812,223.00 -634,159.62 21.9% Benefits - 778,063.38 812,223.00 -47,305.81 21.6% Medical Insurance 13,036.19 60.342.00 -47,305.81 21.6% Disability Insurance 13.036.19 60.342.00 -47,305.81 21.6% Medical Insurance 12.090.00 89.240.00 -47,233.3 57.8% Total Payroll Expenses 218,618.38 1,023,554.00 -804.935.62 214% Library Materials 70.01					
Fund Balance Brought Forward 76,425,44 Total Income 847,604,44 1,596,799,00 -749,194,56 53,1% Gross Profit 847,604,44 1,596,799,00 -749,194,56 53,1% Expense Payroll Expenses Salaries 82,545,42 334,851,00 -252,305,58 24,7% Cretical 88,686,56 429,985,00 -341,208,44 20,6% 14,4% Total Salaries 178,063,38 812,223,00 -634,159,62 21,9% Benefits 178,063,38 812,223,00 -434,159,62 21,9% Medical Insurance 13,036,19 60,342,00 -47,305,81 21,6% Disability Insurance 368,81 1,000,00 -431,456,67 18,3% Medical Insurance 2,776,67 10,000,00 -44,485,67 18,3% Total Benefits 40,555,00 211,331,00 -170,776,00 19,2% Total Payroll Expenses 218,618,38 1,023,564,00 -23,76,70 4,9% Youth Materials Youth Ars & Crafts 123,30 2,500,00 -1,185,94 20,			2,000.00	-757.75	62.1%
Total Income 847,604.44 1,596,799.00 -749,194.56 53.1% Gross Profit 847,604.44 1,596,799.00 -749,194.56 53.1% Expense Payroll Expenses Salaries Professional Salaries 82,545.42 334.851.00 -252,305.58 24.7% Clerical 88,686.56 429,895.00 -341,208.44 20.6% Custodian 6.831.40 47,477.00 -40.645.60 14.4% Total Salaries 178,063.38 812,223.00 -634,159.62 21.9% Benefits 1000.00 -631.19 36.9% 24.7% Ficial Insurance 13,036.19 60,342.00 -47,305.81 21.6% Medical Insurance 12,080.00 89,240.00 -77,150.00 13.5% Retirement 9,283.33 50,749.00 -41,465.67 18.3% Unemployment Insurance 57.76.67 10,000.00 -42.33.3 57.8% Total Payroll Expenses 218,618.38 1,023,654.00 -804,935.62 21.4% Library Materials 1923.00 250.00 -2,37		5,167.80	5,400.00	-232.20	95.7%
Gross Profit 847,604.44 1,596,799.00 -749,194.56 53.1% Expense Payroll Expenses Salaries 5 24,7% 24,7% 24,7% 24,7% 24,7% 24,7% 24,7% 24,7% 24,7% 24,7% 20,8% 24,7% 20,8% 24,7% 20,8% 24,7% 20,8% 24,7% 20,8% 24,7% 20,8% 24,7% 20,8% 24,7% 20,8% 24,7% 20,8% 24,7% 20,8% 24,7% 20,8% 24,7% 20,8% 24,7% 20,8% 21,8% 21,8% 20,8% 21,8% 21,8% 21,8% 21,8% 21,8% 21,8% 21,8% 21,8% 21,9% 88,65 24,7,305,81 21,6% 33,33 57,8% 21,8% 21,8% 21,8% 21,8% 21,8% 21,8% 21,8% 21,8% 21,8% 21,8% 21,8% 21,83 30,23,07,49,00 47,40,00 42,23,33 57,8% 70,43% 21,4% Library Materials 24,000,00 42,23,33 57,8% 21,4% 21,4% 20,9%	Fund Balance Brought Forward	76,425.44	·····		
Expense Payroll Expenses Salaries Barries B2545 42 334,851 00 -252,305 58 24.7% Clencal 88,686.56 429,851 00 -252,305 58 24.7% Clencal 6,831.40 47,477.00 -40,645.60 14.4% Total Salaries 178,063.38 812,223.00 -634,159.62 21.9% Benefits - - - - - Fica 13,036.19 60,342.00 -47,305.81 21.6% Benefits - - - - - Medical Insurance 12,090.00 89,240.00 - - - Netticmement 40,555.00 211,331.00 - - - 12.7% Total Payroll Expenses 218,618.38 1,023,554.00 - <	Total Income	847,604.44	1,596,799.00	-749,194.56	53.1%
Payroll Expenses Salaries Salaries S2,545,42 334,851,00 -252,305,58 24,7% Clerical 88,686,56 429,895,00 -341,208,44 20,65% Custodian 6,831,40 47,477,00 -40,645,60 14,4% Total Salaries 178,063,38 812,223,00 -634,159,62 21,9% Benefits Fica 13,036,19 60,342,00 -47,305,81 21,6% Disability Insurance 32,090,00 89,240,00 -77,150,00 13,5% Retirement 19,283,33 50,749,00 -41,465,67 18,3% Unemployment Insurance 5,776,67 10,000,0 -41,455,67 19,2% Total Benefits 40,555,00 211,331,00 -170,776,00 19,2% Youth Materials 123,30 2,500,00 -2,376,70 4,9% Youth Materials 123,30 2,500,00 -2,376,70 4,9% Youth Arts & Crafts 123,30 2,500,00 -2,376,70 4,9% Youth Arts & Crafts 123,30 2,500,00 -11,08,594	Gross Profit	847,604.44	1,596,799.00	-749,194.56	53.1%
Payroll Expenses Salaries Salaries S2,545,42 334,851,00 -252,305,58 24,7% Clerical 88,686,56 429,895,00 -341,208,44 20,65% Custodian 6,831,40 47,477,00 -40,645,60 14,4% Total Salaries 178,063,38 812,223,00 -634,159,62 21,9% Benefits Fica 13,036,19 60,342,00 -47,305,81 21,6% Disability Insurance 32,090,00 89,240,00 -77,150,00 13,5% Retirement 19,283,33 50,749,00 -41,465,67 18,3% Unemployment Insurance 5,776,67 10,000,0 -41,455,67 19,2% Total Benefits 40,555,00 211,331,00 -170,776,00 19,2% Youth Materials 123,30 2,500,00 -2,376,70 4,9% Youth Materials 123,30 2,500,00 -2,376,70 4,9% Youth Arts & Crafts 123,30 2,500,00 -2,376,70 4,9% Youth Arts & Crafts 123,30 2,500,00 -11,08,594	Expense				
Professional Salaries 82,545,42 334,851,00 -252,305,58 24,7% Clerical 88,686,56 429,895,00 -341,208,44 20,6% Custodian 6,831,40 47,477.00 -40,645,60 14,4% Total Salaries 178,083,38 812,223,00 -634,159,62 21,9% Benefits Fica 368,81 1,000,00 -631,19 36,9% Medical Insurance 12,090,00 89,240,00 -77,150,00 13,5% Retirement 9,283,33 50,749,00 -41,465,67 18,3% Unemployment Insurance 5,776,67 10,000,00 -4,223,33 57,8% Total Benefits 40,555,00 211,331,00 -170,776,00 19,2% Youth Materials 1,023,554,00 -804,935,62 21,4% Library Materials 10,000,00 -41,45 17,9% Youth Materials 0,00 250,00 -2,376,70 4,9% Youth Arts & Crafts 123,30 2,500,00 -2,50,00 0,0% Youth Computer Software <t< td=""><td>Payroll Expenses</td><td></td><td></td><td></td><td></td></t<>	Payroll Expenses				
Clerical 88,686,56 429,895,00 -341,208,44 20,6% Custodian 6,831.40 47,477,00 -40,645,60 14.4% Total Salaries 178,063.38 812,223,00 -634,159,62 21.9% Benefits					
Custodian 6,831.40 47,477.00 -40,645.60 14.4% Total Salaries 178,063.38 812,223.00 -634,159.62 21.9% Benefits Fica 13,036.19 60,342.00 -47,305.81 21.6% Disability Insurance 12,090.00 89,240.00 -77,150.00 13.5% Retirement 9,283.33 50,749.00 -41,465.67 18.3% Unemployment Insurance 5,776.67 10,000.00 -4,223.33 57.8% Total Benefits 40,555.00 211,331.00 -170,776.00 19.2% Total Payroll Expenses 218,618.38 1,023,554.00 -804,935.62 21.4% Library Materials Youth Arts & Crafts 123.30 2,500.00 -2,376.70 4.9% Youth Compact Discs 0.00 250.00 -250.00 0.0% Youth Compact Discs 0.00 250.00 -0.0% Youth Audio Books 1,000.4 14,000.00 -12,599.36 10.0% Youth Compact Discs 0.00 250.00 -0.0% Youth Compact Discs 0.00					
Total Salaries 178,063.38 812,223.00 -634,159.62 21.9% Benefits Fica 13,036,19 60,342.00 -47,305.81 21.6% Disability Insurance 368.81 1,000.00 -631.19 36.9% Medical Insurance 12,090.00 89,240.00 -77,150.00 13.5% Retirement 9,283.33 50,749.00 -44,223.33 57.8% Total Benefits 40,555.00 211,331.00 -170,776.00 19.2% Total Payroll Expenses 218,618.38 1,023,554.00 -804,935.62 21.4% Library Materials Youth Materials 123.30 2,500.00 -4.104.5 17.9% Youth Compact Discs 0.00 250.00 -2.376.70 4.9% Youth Compact Discs 0.00 250.00 -0.0% Youth Compact Discs 0.00 250.00 0.0% Youth Advis Books 1.400.64 14,000.00 -12,599.36 10.0% Total Pouth Materials 1,927.55 19,000.00 -17,072.45 10.1% Adult Materials 1.927% 10.1%					
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Fica 13.036.19 60.342.00 -47.305.81 21.6% Disability Insurance 368.81 1,000.00 -631.19 36.9% Medical Insurance 12.090.00 89,240.00 -77,150.00 13.5% Retirement 9,283.33 50,749.00 -41.465.67 18.3% Unemployment Insurance 5,776.67 10,000.00 -4.223.33 57.8% Total Benefits 40,555.00 211,331.00 -170,776.00 19.2% Ibray Materials Youth Materials 700.00 -2.376.70 4.9% Youth Arts & Crafts 123.30 2,500.00 -2.376.70 4.9% Youth Arts & Crafts 123.30 2,500.00 -410.45 17.9% Youth Computer Software 314.06 1,500.00 -410.45 17.9% Youth Compater Discs 0.00 250.00 -250.00 0.0% Youth Audio Books 1,002.45 19,000.00 -17.072.45 10.1% Aduit Materials 1,927.55 19,000.00 -17.072.45 10.1% DVD	Total Salaries	178,063.38	812,223.00	-634,159.62	21.9%
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Library Materials Youth Materials Youth Arts & Crafts 123.30 2,500.00 -2,376.70 4.9% Youth DVD's 89.55 500.00 -410.45 17.9% Youth Computer Software 314.06 1,500.00 -1,185.94 20.9% Youth Compact Discs 0.00 250.00 -250.00 0.0% Youth Books 0.00 250.00 -250.00 0.0% Youth Books 1,400.64 14,000.00 -12,599.36 10.0% Total Youth Materials 1,927.55 19,000.00 -17,072.45 10.1% Adult Materials 1,927.55 19,000.00 -17,072.45 10.1% Adult Materials 1,927.55 19,000.00 -17,072.45 10.1% DVD/Music CD 789.32 4,000.00 -3,210.68 19.7% Live-brary Downloadable e-bo 49,295.00 51,000.00 -17,05.00 96.7% Digital Material Subscriptions 1,033.33 12,500.00 -11,466.67 8.3% Title Source 1,155.00	Total Benefits	40,555.00	211,331.00	-170,776.00	19.2%
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Youth Arts & Crafts 123.30 2,500.00 -2,376.70 4.9% Youth DVD's 89.55 500.00 -410.45 17.9% Youth Computer Software 314.06 1,500.00 -250.00 0.0% Youth Compact Discs 0.00 250.00 -250.00 0.0% Youth Audio Books 0.00 250.00 -250.00 0.0% Youth Books 1,400.64 14,000.00 -12,599.36 10.0% Youth Materials 1,927.55 19,000.00 -17,072.45 10.1% Adult Materials 1,927.55 19,000.00 -17,072.45 10.1% DVD/Music CD 789.32 4,000.00 -3,210.68 19.7% Live-brary Downloadable e-bo 49,295.00 51,000.00 -17,05.00 96.7% Digital Material Subscriptions 1,033.33 12,500.00 -11,466.67 8.3% Title Source 1,155.00 1,050.00 105.00 110.0% Adult Books 3,550.93 21,000.00 -17,449.07 16.9% Local History <td>Library Materials</td> <td></td> <td></td> <td></td> <td></td>	Library Materials				
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Youth Computer Software 314.06 1,500.00 -1,185.94 20.9% Youth Compact Discs 0.00 250.00 -250.00 0.0% Youth Audio Books 0.00 250.00 -250.00 0.0% Youth Books 1,400.64 14,000.00 -12,599.36 10.0% Total Youth Materials 1,927.55 19,000.00 -17,072.45 10.1% Adult Materials 1,927.55 19,000.00 -3,210.68 19.7% DVD/Music CD 789.32 4,000.00 -1,705.00 96.7% Digital Material Subscriptions 1,033.33 12,500.00 -11,466.67 8.3% Title Source 1,155.00 1,050.00 105.00 110.0% Adult Books 3,550.93 21,000.00 -17,449.07 16.9% Reference Books and Data Ba 0.00 1,500.00 -1,500.00 0.0% Adult Ref Books 0.00 2,500.00 -2,500.00 0.0% Total Adult Ref Books 475.00 3,500.00 -3,025.00 13.6% Virtual	Youth Arts & Crafts	123.30	2,500.00	-2,376.70	4.9%
Youth Compact Discs 0.00 250.00 -250.00 0.0% Youth Audio Books 0.00 250.00 -250.00 0.0% Youth Books 1,400.64 14,000.00 -12,599.36 10.0% Total Youth Materials 1,927.55 19,000.00 -17,072.45 10.1% Adult Materials 1,927.55 19,000.00 -3,210.68 19.7% DVD/Music CD 789.32 4,000.00 -3,210.68 19.7% Live-brary Downloadable e-bo 49,295.00 51,000.00 -11,765.00 96.7% Digital Material Subscriptions 1,033.33 12,500.00 -11,466.67 8.3% Title Source 1,155.00 1,050.00 105.00 110.0% Adult Books 3,550.93 21,000.00 -1,7449.07 16.9% Local History 475.00 1,000.00 -525.00 47.5% Continuations 0.00 2,500.00 -2,500.00 0.0% Total Adult Ref Books 475.00 3,500.00 -3,025.00 13.6% Urtual Refer	Youth DVD's	89.55	500.00	-410.45	17.9%
Youth Compact Discs 0.00 250.00 -250.00 0.0% Youth Audio Books 0.00 250.00 -250.00 0.0% Youth Books 1,400.64 14,000.00 -12,599.36 10.0% Total Youth Materials 1,927.55 19,000.00 -17,072.45 10.1% Adult Materials 1,927.55 19,000.00 -3,210.68 19.7% DVD/Music CD 789.32 4,000.00 -3,210.68 19.7% Live-brary Downloadable e-bo 49,295.00 51,000.00 -11,765.00 96.7% Digital Material Subscriptions 1,033.33 12,500.00 -11,466.67 8.3% Title Source 1,155.00 1,050.00 105.00 110.0% Adult Books 3,550.93 21,000.00 -1,7449.07 16.9% Local History 475.00 1,000.00 -525.00 47.5% Continuations 0.00 2,500.00 -2,500.00 0.0% Total Adult Ref Books 475.00 3,500.00 -3,025.00 13.6% Urtual Refer	Youth Computer Software	314.06	1,500.00	-1,185.94	20.9%
Youth Books 1,400.64 14,000.00 -12,599.36 10.0% Total Youth Materials 1,927.55 19,000.00 -17,072.45 10.1% Adult Materials DVD/Music CD 789.32 4,000.00 -3,210.68 19.7% Live-brary Downloadable e-bo 49,295.00 51,000.00 -17,075.00 96.7% Digital Material Subscriptions 1,033.33 12,500.00 -11,466.67 8.3% Title Source 1,155.00 1,050.00 105.00 110.0% Adult Books 3,550.93 21,000.00 -17,449.07 16.9% Reference Books and Data Ba 0.00 1,500.00 -0.0% Adult Ref Books 0.00 2,500.00 -2,500.00 0.0% Local History 475.00 1,000.00 -525.00 47.5% Continuations 0.00 2,500.00 -2,500.00 0.0% Total Adult Ref Books 475.00 3,500.00 -3,025.00 13.6% Virtual Reference Collection 0.00 5,300.00 -5,300.00 0.0% </td <td>Youth Compact Discs</td> <td>0.00</td> <td>250.00</td> <td>-250.00</td> <td>0.0%</td>	Youth Compact Discs	0.00	250.00	-250.00	0.0%
Total Youth Materials 1,927.55 19,000.00 -17,072.45 10.1% Adult Materials DVD/Music CD 789.32 4,000.00 -3,210.68 19.7% Live-brary Downloadable e-bo 49,295.00 51,000.00 -17,075.00 96.7% Digital Material Subscriptions 1,033.33 12,500.00 -11,466.67 8.3% Title Source 1,155.00 1,050.00 -17,449.07 16.9% Adult Books 3,550.93 21,000.00 -17,500.00 0.0% Adult Ref Books 0.00 1,500.00 -17,500.00 0.0% Local History 475.00 1,000.00 -525.00 47.5% Continuations 0.00 2,500.00 -2,500.00 0.0% Total Adult Ref Books 475.00 3,500.00 -3,025.00 13.6% Virtual Reference Collection 0.00 5,300.00 -5,300.00 0.0%	Youth Audio Books	0.00	250.00	-250.00	0.0%
Adult Materials DVD/Music CD 789.32 4,000.00 -3,210.68 19.7% Live-brary Downloadable e-bo 49,295.00 51,000.00 -1,705.00 96.7% Digital Material Subscriptions 1,033.33 12,500.00 -11,466.67 8.3% Title Source 1,155.00 1,050.00 105.00 110.0% Adult Books 3,550.93 21,000.00 -17,449.07 16.9% Reference Books and Data Ba 0.00 1,500.00 -1,500.00 0.0% Adult Ref Books 0.00 2,500.00 -2,500.00 0.0% Total Adult Ref Books 475.00 3,500.00 -3,025.00 13.6% Virtual Reference Collection 0.00 5,300.00 -5,300.00 0.0%	Youth Books	1,400.64	14,000.00	-12,599.36	10.0%
DVD/Music CD 789.32 4,000.00 -3,210.68 19.7% Live-brary Downloadable e-bo 49,295.00 51,000.00 -1,705.00 96.7% Digital Material Subscriptions 1,033.33 12,500.00 -11,466.67 8.3% Title Source 1,155.00 1,050.00 -17,449.07 16.9% Adult Books 3,550.93 21,000.00 -17,449.07 16.9% Reference Books and Data Ba 0.00 1,500.00 -1,500.00 0.0% Adult Ref Books 0.00 2,500.00 -2,500.00 0.0% Local History 475.00 1,000.00 -525.00 47.5% Continuations 0.00 2,500.00 -2,500.00 0.0% Total Adult Ref Books 475.00 3,500.00 -3,025.00 13.6% Virtual Reference Collection 0.00 5,300.00 -5,300.00 0.0%	Total Youth Materials	1,927.55	19,000.00	-17,072.45	10.1%
DVD/Music CD 789.32 4,000.00 -3,210.68 19.7% Live-brary Downloadable e-bo 49,295.00 51,000.00 -1,705.00 96.7% Digital Material Subscriptions 1,033.33 12,500.00 -11,466.67 8.3% Title Source 1,155.00 1,050.00 -17,449.07 16.9% Adult Books 3,550.93 21,000.00 -17,449.07 16.9% Reference Books and Data Ba 0.00 1,500.00 -1,500.00 0.0% Adult Ref Books 0.00 2,500.00 -2,500.00 0.0% Local History 475.00 1,000.00 -525.00 47.5% Continuations 0.00 2,500.00 -2,500.00 0.0% Total Adult Ref Books 475.00 3,500.00 -3,025.00 13.6% Virtual Reference Collection 0.00 5,300.00 -5,300.00 0.0%	Adult Materials				
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	Addit Addio DOOKS	0.00	1,000.00	- 1,000.00	0.070

Mattituck-Laurel Library Monthly Budget Report With Year To Date January through March 2023

	Jan - Mar 23	Budget	\$ Over Budget	% of Budget
Large Print Books	463.03	4,500.00	-4,036.97	10.3%
Newspapers	890.29	7,000.00	-6,109.71	12.7%
Periodicals	4,804.39	4,500.00	304.39	106.8%
Total Adult Materials	62,456.29	116,850.00	-54,393.71	53.4%
Teen Materials	503.09	3,500.00	-2,996.91	14.4%
Total Library Materials	64,886.93	139,350.00	-74,463.07	46.6%
Capital Expenditures	934.60	19,000.00	-18,065.40	4.9%
Technology	2,853.27	9,000.00	-6,146.73	31.7%
Operations and Maintenance				
Building Maintenance				
Aquarium Maintenance	615.00	3,500.00	-2,885.00	17.6%
HVAC Maintenance	222.25	2,000.00	-1,777.75	11.1%
Exterminator	85.00	1,000.00	-915.00	8.5%
False Alarms	0.00	200.00	-200.00	0.0%
Alarm Test	0.00	200.00	-200.00	0.0%
Elevator Maint.	600.00	4,000.00	-3,400.00	15.0%
Security Monitoring	0.00	700.00	-700.00	0.0%
Water Backflow Test	260.00	275.00	-15.00	94.5%
Fire Sprinkler Test	1,000.00	1,200.00	-200.00	83.3%
Piano Tuning	0.00	400.00	-400.00	0.0%
Other Building Maint.	1,785.00	7,000.00	-5,215.00	25.5%
Total Building Maintenance	4,567.25	20,475.00	-15,907.75	22.3%
Custodial Supplies	369.54	900.00	-530.46	41 .1%
Electric	4,310.24	26,400.00	-22,089.76	16.3%
Gas	4,403.84	11,000.00	-6,596.16	40.0%
Grounds Maintenance				
Snow Removal	470.00	4,500.00	-4,030.00	10.4%
Sprinkler Maintenance	0.00	500.00	-500.00	0.0%
Other Grounds Maintenance	0.00	11,000.00	-11,000.00	0.0%
Total Grounds Maintenance	470.00	16,000.00	-15,530.00	2.9%
Insurance				
Workers' Comp.	0.00	12,000.00	-12,000.00	0.0%
Umbrella Package	0.00	22,000.00	-22,000.00	0.0%
Total Insurance	0.00	34,000.00	-34,000.00	0.0%
Water				
North Fork Water	123.91	350.00	-226.09	35.4%
SCWA	198.21	3,300.00	-3,101.79	6.0%
Total Water	322.12	3,650.00	-3,327.88	8.8%
Garbage Removal	742.86	3,000.00	-2,257.14	24.8%
Total Operations and Maintenance	15,185.85	115,425.00	-100,239.15	13.2%
Miscellaneous Expense				
Legal Fees	70.50	2,500.00	-2,429.50	2.8%
Contingency	0.00	3,000.00	-3,000.00	0.0%
Maintenance Office Equipment	0.00	0,000.00	0,000.00	0.070
Verizon Mobile Hotspots	355.32	1,500.00	-1,144.68	23.7%
Optimum Internet Service	728.45	3,000.00	-2,271.55	24.3%
Copy Machine	1,000.69	8,500.00	-7,499.31	11.8%
	2,000.00	12,000.00	-10 000 00	16.7%
Computer/Network Maintenance BookScan Maintenance	2,000.00 685.00	12,000.00 650.00	-10,000.00 35.00	16.7% 105.4%

Mattituck-Laurel Library Monthly Budget Report With Year To Date January through March 2023

	Jan - Mar 23	Budget	\$ Over Budget	% of Budget
Total Maintenance Office Equip	. 8,464.47	34,150.00	-25,685.53	24.8%
Membership Professional Memberships Museum Passes Mattituck Chamber of Commer.	853.90 1,685.00 0.00	2,000.00 5,000.00 350.00	-1,146.10 -3,315.00 -350.00	42.7% 33.7%
Eastern Suffolk BOCES	0.00	800.00	-800.00	0.0% 0.0%
Total Membership	2,538.90	8,150.00	-5,611.10	31.2%
Postage				
Postage & Stamps	126.00	650.00	-524.00	19.4%
Mailing Permit	290.00	250.00	40.00	116.0%
Newsletter mailing	330.80	1,400.00	-1,069.20	23.6%
Post Office Box Fee	0.00	160.00	-160.00	0.0%
Total Postage	746.80	2,460.00	-1,713.20	30.4%
Printing & Advertising				
Other printing & advertising	584.56	1,000.00	-415.44	58.5%
Newsletter printing	5,958.00	11,000.00	-5,042.00	54.2%
Total Printing & Advertising	6,542.56	12,000.00	-5,457.44	54.5%
Professional Fees				
Payroll Processing	1,995.39	10,000.00	-8,004.61	20.0%
SCLS Telecommunications	0.00	10,500.00	-10,500.00	0.0%
PALS Membership	2,645.26	10,710.00	-8,064.74	24.7%
Annual audit	0.00	12,500.00	-12,500.00	0.0%
SCLS/Overdue Notices	64.32	500.00	-435.68	12.9%
SCLS/Annual Membership	0.00	12,000.00	-12,000.00	0.0%
Total Professional Fees	4,704.97	56,210.00	-51,505.03	8.4%
Programs - Adult				
Motion Picture/Music Licensing	78.12	500.00	-421.88	15.6%
Adult Reading Club & Book Di	951.53	3,500.00	-2,548.47	27.2%
Adult Programs	6,032.09	16,000.00	-9,967.91	37.7%
Total Programs - Adult	7,061.74	20,000.00	-12,938.26	35.3%
Programs - Juvenile	3,854.18	10,000.00	6 145 00	00.5%
Programs - Summer	1,079.55	7,500.00	-6,145.82	38.5%
Programs - Teen	839.24	6,500.00	-6,420.45 -5,660.76	14.4%
Supplies - Library	3,015.51	10,500.00	-7,484.49	12.9%
Supplies - Office	963.18	4,000.00	-3,036.82	28.7%
Supplies - Paper	209.94	2,500.00	-2,290.06	24.1%
Telephone	472.00	2,000.00	-1,528.00	8.4%
Travel	713.26	2,000.00	-1,286.74	23.6%
Workshops	0.00	2,000.00	-2,000.00	35.7% 0.0%
Staff Meetings	0.00	1,000.00	-1,000.00	0.0%
Tuition Reimbursement	0.00	4,000.00	-4,000.00	0.0%
Total Miscellaneous Expense	41,276.80	190,470.00	-149,193.20	21.7%
Debt Service Total	98,214.66	100,000.00	-1,785.34	98.2%
Total Expense	441,970.49	1,596,799.00	-1,154,828.51	27.7%
Net Ordinary Income	405,633.95	0.00	405,633.95	100.0%
Net Income	405,633.95	0.00	405,633.95	100.0%

Mattituck-Laurel Library Monthly Income & Expense Report - All Other Funds March 2023

Туре	Date	Name	Memo	Paid Amount
Cultural Activities Fund	t i			
Coffee Machine				
Deposit	03/06/2023		Coffee	3.00
Deposit	03/13/2023		Coffee	1.00
Deposit	03/20/2023		Coffee	10.00
Deposit	03/27/2023		Coffee	3.00
Total Coffee Machine				17.00
Adult Programs Was	h Account			
Deposit	03/02/2023		Yoga	115.92
Deposit	03/02/2023		Defensive Driving	
Deposit	03/02/2023		Aerobics	269.44
Deposit	03/06/2023		Aerobics	269.44
Deposit	03/06/2023		Defensive Driving	280.00
Deposit	03/06/2023			385.00
Bill	03/06/2023	Laurie Short	LI Aquarium Tick	168.00
Bill	03/09/2023	Loretta Buscemi	Chair Strength Refund Patron fo	-330.00
Deposit	03/09/2023	Loretta Dascerni		-35.00
Deposit	03/09/2023		Cheeseboard	4.55
Deposit	03/09/2023		Aerobics	134.72
Bill	03/10/2023	Rosemary Martilotta	Defensive Driving	235.76
Deposit	03/13/2023	Rosemary Martilotta	Jan-Feb Yoga	-860.00
Deposit	03/13/2023		Aerobics	35.00
Deposit	03/13/2023		LI Aquarium Tick	72.00
Check	03/15/2023	Square	Defensive Driving	70.00
Bill	03/16/2023		Refund Patron D	-67.36
Deposit	03/16/2023	Suffolk Safety Program	Defensive Drivin	-910.00
Check	03/16/2023	Sauara	Yoga	57.96
Deposit	03/20/2023	Square	Refund Patron A	-33.68
Deposit	03/20/2023		Aerobics	70.00
Deposit	03/20/2023		Yoga	120.00
Deposit	03/27/2023		Defensive Driving	70.00
Deposit	03/27/2023		Aerobics	35.00
Bill		Dennis M/ M	Yoga	120.00
	03/30/2023	Bonnie W. Mazzaferro	Refund Patron C	-35.00
Total Adult Programs V				241.75
otal Cultural Activities Fu	nd			258.75
Gift and Trust Fund - MM Undesignated & Inter				
Deposit	03/31/2023		Interest	20.55
Total Undesignated & I	nterest		_	20.55
otal Gift and Trust Fund -	MM		-	20.55
AL			-	279.30

Mattituck-Laurel Library Monthly Bill Payments As of March 31, 2023

Туре	Date	Num	Name	Memo	Amount
Operating Checking Total Operating Check	ing				
BNB Operating Chec					
Bill Pmt -Check	03/01/2023		Kanopy, Inc.	Invoice #338637-PPU	-132.00
Bill Pmt -Check	03/01/2023		Rob Scott	Snickerdoodle Bread 3.1	-225.00
Bill Pmt -Check	03/03/2023	11561	B&T Juvenile Acco	L 935700	-156.96
Bill Pmt -Check	03/03/2023	11562	Green Inside and O		-150.00
Bill Pmt -Check	03/03/2023	11563	L2J Consulting, Inc.	Invoice nos. 012023,022	-2,000.00
Bill Pmt -Check	03/03/2023	11564	Midwest Tape	11952	-42.68
Bill Pmt -Check	03/03/2023	11565	Pine Barrens Printing	Invoice 33745	-2,979.00
Bill Pmt -Check	03/03/2023	11566	SCLS	MATT	-2,979.00
Bill Pmt -Check	03/03/2023	11567	Tom Lennon	March/April Newsletter	-330.80
Bill Pmt -Check	03/06/2023	11568	ID Label, Inc.	Invoice 2023-09037-00	-167.25
Bill Pmt -Check	03/06/2023	11569	Mattituck Chamber	Street Fair Booth / SCLS	-150.00
Bill Pmt -Check	03/06/2023	11570	Midwest Tape	11952	-193.52
Bill Pmt -Check	03/06/2023	11571	New York Times	Acct 802189563	-166.40
Bill Pmt -Check	03/06/2023	11572	Orlowski Hardware	Acct 584177	
Bill Pmt -Check	03/06/2023	11573	Quill Corporation	03047280	-10.98 -136.99
Bill Pmt -Check	03/06/2023	11574	SCLS	MATT	
Bill Pmt -Check	03/07/2023	11575	B&T Adult Account	L 90004-3	-16.80
Bill Pmt -Check	03/07/2023	11576	B&T Teen Account	L943258	-2,101.86
Bill Pmt -Check	03/07/2023	11577	Shauna Scholl.	Mileage Reimbursement	-144.58
Bill Pmt -Check	03/08/2023	11578	ELM USA, Inc.	Invoice 56594	-539.00
Bill Pmt -Check	03/08/2023	11579	NYS Employees He	03909	-25.00
Bill Pmt -Check	03/09/2023	11580	Champion Elevator	Invoice 2116970	-7,099.41
Bill Pmt -Check	03/09/2023	11581	Holly Kix	Smart Phone Photograp	-600.00
Bill Pmt -Check	03/09/2023	11582	Kidnastics	Kidnastics 12 mo-35 mo	-200.00
Bill Pmt -Check	03/09/2023	11583	Organize Me! Of N	Where's My Stuff 3,9,23	-525.00
Bill Pmt -Check	03/09/2023	11584	SCLS	MATT	-250.00
Bill Pmt -Check	03/09/2023	11585	SCWA	1135620087001	-29.52
Bill Pmt -Check	03/09/2023	11586	Twin Fork Landsca	Invoice 25312	-198.21
Bill Pmt -Check	03/13/2023	11587	Nicole Summers Sp	Baby Boogie, Toddler T	-300.00
Bill Pmt -Check	03/14/2023	11588	Business Card	Baby Boogle, Toddler T	-350.00
Bill Pmt -Check	03/14/2023	11589	EBSCO Subscriptio	TN & 60542.00	-2,797.94
Bill Pmt -Check	03/14/2023	11590	Living Art Aquariums	TN-S-59543-00 Invoice 1690	-4,804.39
Bill Pmt -Check	03/14/2023	11591	Midwest Tape	11952	-200.00
Bill Pmt -Check	03/14/2023	11592	P.M. Communicatio		-49.67
Bill Pmt -Check	03/14/2023	11593	Quill Corporation	Invoice no. 41184 03047280	-117.89
Bill Pmt -Check	03/16/2023	11594	Donna L. Nesteruk	EFT 3.16.23	-25.98
Bill Pmt -Check	03/16/2023	11595	Enviroscience Cons	Invoice 34600	-300.00
Bill Pmt -Check	03/16/2023	11596	Gil McLean		-935.00
Bill Pmt -Check	03/16/2023	11597	Mattituck Enviro Se	Irish Yarn 3.18.23 Invoice 005589167, Cst	-200.00
Bill Pmt -Check	03/16/2023	11598	Midwest Tape	11952	-247.62
Bill Pmt -Check	03/16/2023	11599	Volz & Vigliotta, PL		-67.16
Bill Pmt -Check	03/16/2023	11600	Makerbot Industries	Stmnt 4741, Acct. MLL	-70.50
Bill Pmt -Check	03/21/2023	11601	Elan Financial Servi	Quote Number: 00112841	-2,399.00
Bill Pmt -Check	03/21/2023	11602	Port53 Technologie	Acct 4798 5101 7200 10	-1,550.72
Bill Pmt -Check	03/21/2023	11603	Daily News	Invoice no. 8065	-1,331.52
Bill Pmt -Check	03/21/2023	11604	Karen Letteriello.	Acct 4090496	-92.50
Bill Pmt -Check	03/21/2023	11605	Marissa Timm	Reimburse Mileage and	-134.26
Bill Pmt -Check	03/21/2023	11606	Optimum	Remburse supplies for T	-30.96
Bill Pmt -Check	03/21/2023	11607	Quill Corporation	07839-381822-01-2	-401.08
Bill Pmt -Check	03/22/2023	ACH	Dime Community B	03047280 Roymont to Rus Tame I	-95.65
Bill Pmt -Check	03/22/2023	11608	AFLAC INC	Payment to Bus Term L	-7,429.74
Bill Pmt -Check	03/24/2023	11609	JJ Simms Backflow	Grp AFA0017018, Inv. 2	-272.16
Bill Pmt -Check	03/24/2023	11610	National Grid	Invoice 1057	-260.00
Bill Pmt -Check	03/24/2023	11611	Quill Corporation	Acct 43544-64005	-1,240.06
Bill Pmt -Check		11612	SCLS	03047280	-33.97
Bill Pmt -Check	03/24/2023	11613	The Library Store	MATT Cotmr 20058 Inv 624057	-78.12
Bill Pmt -Check		11614	Daniel J. Faraone	Cstmr 20058, Inv 624057	-355.10
Bill Pmt -Check		11615	Garrett H. Moore	Medicare Reimburseme	-562.50
Bill Pmt -Check		11616	Kay Zegel.	Medicare Reimburseme	-384.00
Bill Pmt -Check		11617	Kay Zegel. Kidnastics	Medicare Reimburseme	-562.50
Bill Pmt -Check		11618	Lisa Baglivi	Kidnastics 4.3.23	-525.00
Bill Pmt -Check		11619		Springtime Canvas Paint	-350.00
Bill Pmt -Check		11620	Midwest Tape Postmaster	11952	-79.06
Bill Pmt -Check		11621	Verizon	USPS Mailing Permit	-290.00
			• 0112.011	Acct 242398426-0001, I	-118.44

Mattituck-Laurel Library Monthly Bill Payments As of March 31, 2023

Туре	Date	Num	Name	Memo	Amount
Bill Pmt -Check Bill Pmt -Check Bill Pmt -Check	03/29/2023 03/29/2023 03/30/2023	11622 11623 11624	Aflac Gerard Matovcik. PSEGLI	Inv. 166278, Acct NQH35 Reimburse Opera snacks Cstmr 0295-3001-61-3,	-60.84 -19.76 -1,376.35
Total BNB Operating C	Checking			_	-50,225.40
TOTAL				-	-50,225.40