

**MATTITUCK-LAUREL LIBRARY
BOARD OF TRUSTEES MONTHLY MEETING
DRAFT AGENDA**

MEETING DATE: Monday November 18, 2024

MEETING TIME: 6:00 PM

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Approval of the Agenda**
- IV. Review and Approval of the Minutes of October 28, 2024 Regular Board Meeting**
- V. Election of Officers and Committee Assignments**
- VI. Approval of Treasurer's Report**
- VII. Approval of the Personnel Report**
- VIII. Director's Report**
- IX. President's Remarks**
- X. Youth & Parenting Services Department Report: Karen Letteriello**
- XI. Committee Reports**
 - A. Building / Grounds & Long-Range Planning
- XII. Old Business**
- XIII. New Business**
 - A. Review 2025 Board Meeting Dates
 - B. Review 2025 Holiday Closings
 - C. Approve 2025 SCLS Budget
 - D. Approve 2023 Audit
- XIV. Period of Public Expression**
- XV. Executive Session**
- XVI. Adjournment**

Next Meeting – December 9, 2024

Directors Report October 2024

Building and Grounds

On Tuesday October 22nd our Little Free Food Pantry was installed by the Tuesday Crew! We are so grateful to the Tuesday Crew to finally see this project completed. Unfortunately the pantry had primer only so I spent the remainder of the week painting it – thankfully the weather was great and there was no rain! The circulation staff have been keeping an eye on the items being donated and Marissa is in the process of recruiting a teen volunteer to check on it weekly for community service hours.

The door lock to the restroom on the first floor to the left of the custodial closet is not functioning properly. Calvin was going to swap it out but has not been able to find the proper hardware, the next step is to call Brookhaven Locksmiths.

TFLC has been on site a couple of days throughout the month to start the fall clean up and manage the falling leaves.

Programs and Services

Our first ever vaccine clinic took place on October 7th in partnership with Rite Aid Pharmacy. A total of 36 vaccines were given out!

A very big thank you to all that made our fifth annual lighted pumpkin display such a wonderful success. Each year the youth and parenting department plays a vital role in creating this amazing event. We had a great time seeing the creative designs the families came up with for their pumpkins. Thank you to the Friends for supporting the event by providing the funds for the pumpkins and for cooking hot dogs for the attendees. This event is always an all hands on deck event and we have such a great time planning it and executing it.

Stony Brook University School of Social Welfare may be able to secure us a social worker in the spring.

Thank you to the Cutchogue East PTA and to Elizabeth and JoAnne for joining me at the Trunk or Treat event on October 25th. While we did not have the SLED, the lending library staff at SCLS were kind enough to decorate the tech van, which we had with us at the event. It was a busy night with lots of fun costumes and excitement.

This year's Great Give Back allowed us to donate 302 food items to CAST just in time for Thanksgiving. Marissa also organized a project where high school seniors created mason jar centerpieces and placemats for their senior day of service, which were included with the food donations to CAST. A big thank you to JoAnne and Marissa for coordinating this effort!

Upcoming programs and events to note:

Fresh Evergreen and Dried Herb Holiday Wreath/Centerpiece – November 16, 12pm

Canva 102 – November 18, 5pm

Responding to Dementia-Related Behaviors – November 19, 10am

Book Discussion: *Lessons in Chemistry* – November 21, 5:30pm

Defensive Driving – December 4, 10am

Lady Blue Saxophone Quartet – December 7, 1:30pm

Global Warming and Climate Change – December 10, 5:30pm

Book Discussion: *Practical Magic* – December 19, 5:30pm

Included with packets for review / refresher are the 2025 Board meeting dates and 2025 holiday closings.

Meetings Attended

October 1 – Tuesday Crew: Little Free Food Pantry

October 1 – Community Meeting

October 3 – Privacy 101 (zoom)

October 3 – Pumpkin Event Meeting

October 11 – 5th Annual Lighted Pumpkin Display

October 16 – Effective Communication Workshop (zoom)

October 21 – Mentorship Committee (PLDA)

October 23 – Full Staff Meeting

October 24 – Zone 1 Director's Meeting at HBAY

October 24 – SCLA Annual Meeting

October 25 – Trunk or Treat at Cutchogue East Elementary School

October 28 – Committee: Long Range Planning / Building & Grounds

October 28 – Little Free Food Pantry Meeting

Respectfully submitted by: Shauna Scholl, Director

Mattituck-Laurel Library
Adult Services Board Report - October 2024

Prepared by Sara Colichio, Head of Adult and Information Services

Summary - Jerry has returned to work on a modified schedule. We are happy to have him back. Our library won the Suffolk Library Marketing Award for our American Girl Celebratory Tea Party and Author Talk marketing campaign. Special thanks to Sharon and all of the staff who participated in the marketing and execution of the event. See below for details. We have added some new passes for local attractions to our lineup for patrons. The reference department is currently working on a series of events to celebrate Jane Austen's 250th birthday. We have hired Martha Terry as our new Program Coordinator. We are excited for her to start in November.

Meetings - I attended the following meetings during the month of October:

Date	Meeting
10/8/24	Reference Dept Meeting
10/23/24	Full Staff Meeting
10/28/24	Heads of Reference at SCLS
10/28/24	LFP Meeting
10/29/24	Gale Books and Authors Demo

Programming - The following adult programs were offered during the month of October:

Date	Program	Statistics	Program Platform/Notes
Mondays in October	Chair Strength and Stretch	27 each session with a waitlist	In person
Tuesdays in October	Book Discussion Group	N/A	Canceled due to extended staff absence; the group did not wish to run a patron-led group.
Wednesdays in October	Book Discussion Group	10	In person; this group is patron-led in Jerry's absence
Wednesdays in October	Yoga	10 each session plus 3 walk-ins	In person
By appointment	One-on-one technology appointments	10	In person; offered by Sharon Twickler

10/3/24 and 10/17/24	Alternate Thursday Films	4 on 10/3 3 on 10/17	In person
Wednesdays: 10/2-11/6	Intermediate Crochet Group	5 each session	In person
10/15/24	Alzheimer's Caregiver Support Group	10	In person; offered by a volunteer from the Alzheimer's Association
10/3/24, 10/10/24, 10/17/24	Lisa Baglivi Drawing Class	10	In person
10/7/24	Vaccine Clinic	36	In person
10/7/24	Robin Williams Part II	Approx. 15	Continuation of the September program that got cut short; virtual
10/8/24	Author Talk: Historic Crimes of Long Island with Kerriann Flanagan Brosky	16	In person
10/9/24	The History of Beer via Zoom	Stats Unavailable	Co-sponsored by Southold Free Library and North Shore Public Library; Southold Free Library hosted
10/10/24	Young Frankenstein via Zoom	38	EEPA shared virtual program; co-hosted by Westhampton Free Library and Mattituck-Laurel Library
10/15/24	Salem Witch Trials via Zoom	12	Co-sponsored by Southold Free Library; Mattituck-Laurel Library hosted
10/17/24	EEPA presents: Breast Cancer Awareness via Zoom	Stats Unavailable	EEPA shared virtual program; offered with SBSH Hospital
10/21/24	ABCs of Medicare	8	In person
10/22/24	Cajun Thanksgiving with Pitt Master Brian Collins	30	In person; co-sponsored by Southold Free Library; Mattituck-Laurel Library hosted
10/24/24	Suicide Prevention	2	Virtual
10/28/24	Dracula: Fiction vs. Reality	10	In person

*Statistics for virtual shared EEPA programs do not definitively represent the number of Mattituck-Laurel Library patrons that attended the program. Final statistics are kept by the host library but do not indicate the number of attendees by specific library. Shared programs are typically low cost and/or free for participating libraries.

Program Planning - Fall and winter program planning are complete. I am currently booking programs into April and beyond. We have hired Martha Terry to fill the programming coordinator position. Over the next several weeks and months I will be training her and assisting her as she settles into her role.

Social Media/Marketing - Diana continues to make adult program flyers and promote via a variety of marketing platforms. Diana recently started including QR codes on our flyers for convenient registration. I include information about all programs in our e-newsletter and print newsletter. Circulation puts programs on the sandwich board outside and flyers are posted around the building. Sharon continues to promote via social media. Sharon also continues to offer an “e-resource spotlight” in our weekly e-newsletters to promote digital resources.

Adult Collection Development - I continue to order books for the following adult collections: nonfiction, biography, mystery, fiction, paperback, large print, reference, magazines and newspapers. When ordering new materials for our adult collections, patron feedback as well as circulation trends and book review periodicals are taken into consideration.

Newspapers, Magazines and Electronic Resources - All newspaper, magazine and e-resource subscriptions are up to date at this time.

Museum Passes - We have added the following passes to our museum pass lineup: Michael P. Murphy Navy SEAL Museum, The Empire Pass (effective in November), and a Nature Kit for patrons to reserve for Quogue Wildlife Refuge. We have also partnered with CRESLI Whale Watching, who will begin offering discount codes for whale watching tours beginning next season (approx. June). In addition, we have recently partnered with the Gateway Theatre in Bellport to offer discounted tickets to various shows and events. The cost of aquarium tickets (set by the aquarium) has increased significantly from \$27 each (for all ages) to \$28 for seniors and children and \$39 for adults. While we are disappointed in the price increase, it will still offer patrons a considerable savings. Regular tickets cost \$48.99 for adults, \$35.99 for seniors and \$34.99 for children. Children 2 and under are still free.

Other -

- **Library of Things** - I continue to assist with the library of things as needed.
- **Miscellaneous** -
Our American Girl Celebratory Tea Party Marketing Campaign won first place for the Suffolk Library Marketing Award contest! We are very excited and proud. Contributors to the success of the award include Sharon Twickler, Jerry Matovcik, Sara Colichio, Shauna Scholl, Marissa Timm, JoAnne Hurz and Diana Foster.

Jerry has returned to work on a modified schedule. We are thrilled to have him back. He has spearheaded a department-wide effort to plan lots of fun events in celebration of Jane Austen’s 250th birthday in 2025. He has also come up with a lot of great

programming and services to offer in honor of Holocaust Remembrance Day in January. I look forward to working with Jerry and the reference department to make these events and celebrations successful.

- Social Work - Leah Topek-Walker of Stony Brook University is still trying to secure a social work intern for us. She recently reached out about a possible intern who can start during the spring semester.

Mattituck-Laurel Library
Teen Services Board Report – October 2024
Prepared by Marissa Timm, Teen Services Librarian

Summary – This fall I have been catching up on working on upcoming programs for the rest of the year, organizing the teen collection and space, fulfilling community service needs, replenishing community service related materials, meeting with other teen librarians and completing work related trainings. I have been making bookmarks for patrons using the 3D printer and fulfilling requests as well as helping out with adult services and programs. As always I continue to learn and grow in this role and look forward to continuing to provide services for the teens in the community.

Meetings: Meetings during the month of October:

Date	Meeting
10/03	Pumpkin Event Meeting
10/08	Reference Department Meeting
10/15	Meeting with MHS Librarian and Cutchogue Librarian
10/23	General Staff Meeting
10/28	Little Free Food Pantry Meeting
10/29	Northfork Teen Librarians Meeting
10/29	Brainfuse/ENL Presentation Meeting

Programming - The following teen programs were offered during the month of October:

Date	Program	Statistics
10/04	Clay Coasters	11
10/07	Teen Advisory Board	5
10/10	Pumpkin Carving for Teens	10
10/15	Zombie Makeup Program	14
10/28	Oreo Taste Test Challenge	8

Community Service –Grab and go community service kits are available at an ongoing basis. I have continued to have an influx of students coming in looking for the grab and go community service kits. They have been creating dog toys, writing letters to seniors/veterans and hospitalized children, decorating kindness rocks and making bookmarks. The letters go to the Senior Service Center and The Veterans Committee. The postcards go to the children at Stony brook Hospital. We have been getting an influx of the kindness rocks and so I have asked the circulations staff to help start giving them out for the patrons to take and put in their own gardens. The bookmarks are put up at circulation for patrons to take and use. The dog toys are donated to the Northfork Animal Welfare League in Southold. I also run at least one in person community service program a month.

Stats: - Bookmarks (20), Letters to seniors (20), Dog toys (25), Postcards (20), Rocks (5)

Pumpkin Event-The Children's annual Pumpkin Event was a great success this year, and part of what made that possible was help from the teens! We had 7 teen volunteers this year. They were on the SLED taking pictures of families, monitored the video game section, facilitated the yard games and helped with set up and break down of the whole event. The teens who came were very helpful and earned 4 hours each of community service.

Great Give Back-This year for the Great Give Back, Joanne started a Thanksgiving Food Drive, which would last for the entire month of October. Patrons were encouraged to bring in non-perishable items that would be donated to our local CAST pantry. I rewarded any teen who brought in 3 items 1 hour of community service. The teens were very generous this year and brought in a lot of items.

Senior Service Day- Mattituck-Cutchogue Jr.Sr. High School had their annual Senior Service Day on October 23rd, and our library was one of the participated. We had 5 seniors come to the library and created and designed Mason jar centerpieces and DIY placemats that would also be donated to CAST as part of the Great Give Back. We also had our seniors count and organize the items that were donated to the library at that point. The seniors were very kind and helpful.

Teen Space –For the month of October I displayed some of our horror/suspense fiction YA books. The guessing jar has also been updated. October's guessing jar had six participants. The DIY grab and go kits are placed in the Creation Station on an ongoing basis. I have had to replenish this area a few times this month. Flyers are continually being updated, most recently adding information about the upcoming programs. I also continue to add to the community service and events board in the Teen Space. I also have about a dozen mini canvases that the teens designed and donated to help decorate the space for fall.

Print Newsletter–This month I submitted the content for the November/December print newsletter. I have begun working on the content for the January/February newsletter.

Teen Collection - Monthly book orders continue after reviewing School Library Journal, Publisher's Weekly and Kirkus. I also continue to take books off new. I am continuing to change the book shelf displays to showcase books in the collection that have low circulation stats. I got these numbers from running statistical reports. I also update the Teen Services page on our website to showcase the new titles and take off old ones.

Teen Space Survey- While we are in the planning stages of a potential renovation I created a Teen Space Survey to get feedback from the teens about what they think of the current teen space and any suggestions they have for future improvements. I have notified teens in the community as well as both the schools. I keep the surveys anonymous and just request that they notify me when they submit a survey in order to earn community service. We have received 12 responses in the first week.

Social Media/Marketing- I continue working with Sharon to try and use the Instagram and Facebook pages. We have been working with different strategies to try and get the most engagement for teens. I have been sending out weekly email blasts letting patrons know about community service opportunities

and upcoming programs. I also continuously update the flyers in the teen space to reflect the upcoming programs and events. I also add posts to the Teen Services page on our website.

Other-

3D Printer- I am continuing to print bookmarks for the patrons. I showed the 3D printer to a few teens this month who became very enthusiastic about being able to request prints from the library.

Requests: 16

Tech Appointments- I took on several nonscheduled tech appointments this month.

Presidential Award of Service- I recently went through the process of recertifying our library as a 'certifying organization' for the Presidential Award of Service. This means as the person in charge of this, I have the ability to order and recognize our organization's volunteers based on their hours of service and age with the appropriate level of recognition. The organization recognizes volunteers age 5 and up.

Date: November 12, 2024

To: Shauna Scholl

From: Karen Letteriello
Youth and Parenting Services

Subject: October 2024 Wrap-up

Our Numbers are as follows:

Programs: 107 plus 78 for pumpkin display

Book pulls and reference questions 205

GENERAL INFORMATION

In our effort to provide an exciting library experience, we introduced a new concept: a dramatic play area. This space allows children to reenact real-life scenarios. Dramatic play nurtures imagination, role-taking, problem-solving, and emotional expression, while also promoting language development and social skills.

For October, we created a Post Office experience where children could role-play as mail clerks or carriers, write letters, send packages, and practice making change. The positive feedback has been overwhelming—even receiving a note from a local post office employee who left us a letter, saying, “Your Post Office is adorable and spot-on with the accessories. (You just need a scanner.)” Now that’s an endorsement!

This year marked the 5th Annual Pumpkin Display, and we are thrilled to say it has officially become a cherished tradition that our community eagerly anticipates each year. Scheduled early in the month, the event stands out by not competing with other activities, while being especially designed for younger children. A huge thank you to the entire library staff for their hard work, creative ideas, and support throughout the event. We are also deeply grateful to the Friends of the Library for supplying the pumpkins, grilling hot dogs, and providing chips. Elizabeth kept the popcorn flowing, while JoAnne and Rosemary worked hard to create cookie witch hats. The SLED continues to be a crowd favorite, and we were excited to welcome Dr. Danielle Zeifman of Zeifman Orthodontics (located on Love Lane), who returned to help the kids create sand art. The weather couldn’t have been better—perfect for an evening outdoors. It’s clear that families now consider this a yearly tradition, and they look forward to the fun-filled evening. We received so many kind compliments, and the enclosed green space proved to be the ideal setting for families with young children. We're thrilled to have made this event a part of our community's annual calendar and have already started planning for next year!

On Friday, October 25th, the Cutchogue East PTA hosted its annual Trunk or Treat event. A big thank you to Shauna, Elizabeth, and JoAnne for representing our library, and to the Tech Van team for helping create a fun and engaging experience for the kids.

October also marks the time for the Great Give Back program, and this year, our library focused on collecting Thanksgiving food items. JoAnne, along with Marissa and the teen volunteers, worked hard to count and package the large amount of donations we received.

MEETINGS

October 3rd Karen attended the Booklist webinar Spring 2025 youth preview for picture books.

October 8th Karen attended the Booklist webinar for Series Nonfiction.

October 9th Karen attended the Harper Collins Children's book review.

October 15th Karen attended the Booklist fall and winter picture book webinar.

October 16th Karen attended the School Library Journal webinar Winter Spring Preview.

October 17th Karen attended the Family Place sponsored webinar: Talk with me Toolkit through the Smithsonian. This free service provides a digital experience of museum resources and content.

October 23rd Shauna held a full staff meeting. Elizabeth, JoAnne and Rosemary were in attendance.

PROGRAMS

Our Babies Boogie and Toddler Tango programs remain popular, offering families the flexibility to attend morning sessions one month and evening sessions the next. Older kids continue to enjoy our LEGO and Minecraft programs as well.

I also continue my visits to A Time to Grow Preschool twice a month. On Thursdays, the 2-year-old group enjoys stories, activities, and a craft. On Fridays, the 3- and 4-year-old groups participate in a slightly adapted version. The children love the stories and crafts, and this month, we even took a virtual trip to the zoo.

Family programs continue to be the highlight, with this month's Family STEM Night being especially popular. We set up eight different interactive stations across two rooms, where families moved from one to the next, engaging in activities related to coding, engineering, and chemistry while working together to solve problems. Additionally, we hosted two family story times this month. The first featured the book *Tony Baroni Loves Macaroni* by Marilyn Sadler, paired with a fun Macaroni and Cheese theme. The second was Spooky Stories and S'mores, where families enjoyed the perfect combination of campfire tales and marshmallow roasting.

Finally, the program lineup for November and December has been completed and sent to Shauna for inclusion in the print newsletter.

OVERALL

We continue to assess and refine our collections to ensure they remain relevant and easy to browse. This month, we completed weeding the DVD and Fiction collections, removing outdated or non-circulating materials to improve accessibility.

Additionally, we conducted a review of the department's online resources. I recommended that we continue offering TumbleBooks and National Geographic Kids. TumbleBooks is a child-friendly digital library that offers the option to switch languages, while National Geographic Kids provides a wealth of nonfiction content through books, videos, magazines, and images.

The shift in how people consume audiobooks has had a noticeable impact on our physical audiobook collection. In response, we've made several changes: audiobooks were integrated with the hard-copy books in May 2021, relocated to the adult section in February 2022, and moved back to our department in November 2023 near the DVDs and games for better visibility. Despite these efforts, circulation remains low, and it seems likely that physical audiobooks may eventually be phased out.

Finally, a big thank you to Kathy Russell and ChickenKidz for providing us with free passes and early admittance to an incredible event. Thanks to their generosity, we were able to purchase new items for our dramatic play area.

Mattituck-Laurel Library
Board Meeting Dates 2025

The board meets on the second Monday of each month at 6:00 p.m. except for October when the meeting is held on the 3rd Monday.

Monday January 13, 2025
Monday February 10, 2025
Monday March 10, 2025
Monday April 14, 2025
Monday May 12, 2025
Monday June 9, 2025
Monday July 14, 2025
Monday August 11, 2025
Monday September 8, 2025
Monday October 20, 2025*
Monday November 10, 2025
Monday December 8, 2025

2025 HOLIDAY CLOSINGS

Wednesday, January 1	NEW YEAR'S DAY
Monday, January 20	MARTIN LUTHER KING
Monday, February 17	PRESIDENT'S DAY
Sunday, April 20	EASTER SUNDAY
Monday, May 26	MEMORIAL DAY
Thursday, June 19	JUNETEENTH
Friday, July 4	INDEPENDENCE DAY
Monday, September 1	LABOR DAY
Monday, October 13	COLUMBUS DAY
Tuesday, November 11	VETERANS' DAY
Wednesday, November 26 (Open 9 am to 1 pm)	THANKSGIVING EVE
Thursday, November 27	THANKSGIVING
Wednesday, December 24	CHRISTMAS EVE
Thursday, December 25	CHRISTMAS DAY
Wednesday, December 31 (Open 9 am to 1 pm)	NEW YEAR'S EVE



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TEL: 631-286-1600 ■ FAX: 631-286-1647

November 4, 2024

To: Member Library Directors;
Boards of Trustees
From: Kevin Verbesey
Re: **SCLS Proposed FY 2025 Budget**

Enclosed with this memo is the **Proposed SCLS FY 2025 Operating Budget** for your review and consideration.

At its meeting on November 4, 2024 the SCLS Board of Trustees approved the enclosed SCLS FY 2025 Operating Budget and authorized its submission for member library approval. In order for this proposal to take effect more than 2/3 of member libraries must vote to approve the proposed budget before December 31, 2024.

Attached to this memo are the final proposed SCLS FY 2025 Budget, a final proposed Member Support Chart, and your budget ballot. **Please print the ballot out and use it to record your library vote.**

To gain a full understanding of this proposed budget, and its impact on the member libraries, we ask that you review both this packet and the previously distributed “draft” budget packet that was dated October 1, 2024.

There have been some changes made from the “draft” budget that was distributed in October. The changes are based upon additional information and feedback that we have received subsequent to the “draft” budget being developed. The reasons behind each change are listed below.

Income

- 1) A number of State Aid State categories (*N.Y. State, LSSA, Outreach, SCLS:CLA, LLSA, CLA, Dedicated Library Aid*) have been adjusted to better reflect our anticipated aid from New York State in relation to what was actually received in 2024. SCLS runs on a January 1 fiscal year and often does not receive any aid payments from NYS until the late summer and often (like this year) does not receive final aid payments until after a subsequent year’s budget must be completed. That makes estimating revenue from NYS challenging.

- 2) *SCLS: CBA* has been integrated (by NYS) into the *SCLS: CLA line* and one of the *Dedicated Library Aid (Grants)* has been integrated into *Outreach aid*.

Expenditures

- 1) SCLS has reclassified a number of employees from *Staff – P/T* to *Shipping & Maintenance* to better reflect the work that they do.
- 2) Certain Aid lines under Direct Offset (*LLSA Member Libraries, CLA/CBA Central Library, CBA Materials, and Dedicated Library Aid*) have been adjusted to offset the changes in the State Aid lines on the revenue side of the budget.
- 3) A number of lines (*Office & Lib Supplies, Telephone, Travel, Programs, Professional Development, and Water*) have been adjusted a small amount from the first draft based on newer cost estimates.
- 4) *Contract Services* has been increased from the first estimate due to costs related to lawn and sprinkler maintenance after a season where we did none of either while undergoing exterior renovations.

The bottom line after these changes have been made is that **the overall SCLS 2024 Budget is projected to increase by 1.83% (\$298,543.)** The operations side will increase by 5.14% (\$368,304) and the Direct Offset side will increase by 0.62% (\$55,239) and no fund balance transfer is planned in 2025.

Member Support, overall, will increase 1.5% (\$35,728) in 2025.

We are often asked why every library does not have the same percentage change in member support. Member library financial participation is determined by a formula that includes the library's service population and the library's expenditures for the prior year (2023.) If your library's disbursements (less capital expenditures and debt service – as defined in your New York State Annual Report) increased more than the County average then your contribution change will be greater than the average. The version that is enclosed with this memo is the final member support chart for 2025.

If possible, please address this issue at your next Board meeting and return the enclosed ballot to SCLS before December 31, 2024. Should you have any questions, please feel free to contact me.

Thank you for your continued support of our collaborative efforts.

2025 BUDGET INCOME

	2023	2024	2025	2024 to 2025	2024 to 2025
SOURCE	Budget	Budget	Proposed	\$ Change	% Change
N. Y. State	2,883,774	2,941,535	2,986,503	44,968	1.53%
Local Services Support Aid	330,753	337,368	342,800	5,432	1.61%
Outreach	235,160	239,863	268,425	28,562	11.91%
SCLS: CLA	156,407	159,535	187,575	28,040	17.58%
Misc. Grants	0	0	0	0	0.00%
Interest	5,000	65,000	100,000	35,000	53.85%
Rental	58,100	59,000	60,000	1,000	1.69%
Delivery Service	1,500	1,500	1,600	100	6.67%
Mailing Overdues	15,000	15,000	12,000	(3,000)	-20.00%
Miscellaneous	10,000	15,000	25,000	10,000	66.67%
Contributions	100	100	100	0	0.00%
Programs/Rooms	6,000	12,000	12,000	0	0.00%
Library Contract Service	162,000	162,000	315,000	153,000	94.44%
Member Library Support	2,351,617	2,375,132	2,410,860	35,728	1.50%
PALS Admin. Fee	679,331	752,949	772,423	19,474	2.59%
Sustainable Libraries Initiative	20,000	30,000	40,000	10,000	33.33%
Sub-Total (Operational)	6,914,742	7,165,982	7,534,286	368,304	5.14%
<u>Central Library support</u>					
Shared Services	12,000	53,000	53,000	0	0.00%
Homework Help	55,000	55,000	55,000	0	0.00%
Sub-Total (Central Library)	67,000	108,000	108,000	0	0.00%
<u>DIRECT OFFSET</u>					
LLSA Member Libraries	467,287	476,633	484,300	7,667	1.61%
Central Library Aid	371,799	379,235	380,825	1,590	0.42%
Suffolk E-Resources	770,040	793,141	816,935	23,794	3.00%
Coordinated Orders	1,200,000	1,300,000	1,000,000	(300,000)	-23.08%
Downloadable Media	5,531,127	5,918,306	6,273,354	355,048	6.00%
SCLS: CBA	16,500	16,830	0	(16,830)	-100.00%
Dedicated Library Aid (Grants)	31,500	32,130	16,050	(16,080)	-50.05%
Misc. Grants	0	0	0	0	0.00%
Sub-Total (Direct Offset)	8,388,253	8,916,275	8,971,464	55,189	0.62%
Transfer from Unappropriated					
Fund Balance	130,000	125,000	0	(125,000)	-100.00%
Sub-Total (Non-Operational)	130,000	125,000	-	(125,000)	-100.00%
TOTAL INCOME	15,499,995	16,315,257	16,613,750	298,493	1.83%

2025 Budget Expenditures

ACCOUNT TITLE	2023	2024	2025	2024 to 2025	2024 to 2025
	Budget	Budget	Proposed	\$ Change	% Change
<u>SALARIES</u>					
LIBRARIAN	1,492,060	1,640,159	1,656,213	16,054	0.98%
STAFF - F/T	1,069,789	1,115,073	1,234,046	118,973	10.67%
SHIPPING & MAINTENANCE	365,357	140,036	264,098	124,062	88.59%
STAFF - P/T	167,266	266,714	192,879	(73,835)	-27.68%
SUB-TOTAL (Salaries)	3,094,472	3,161,982	3,347,236	185,254	5.86%
<u>FIXED CHARGES & FRINGE BENEFITS</u>					
RETIREMENT	400,000	435,000	535,000	100,000	22.99%
SOCIAL SECURITY	232,312	237,000	251,000	14,000	5.91%
WORKER'S COMPENSATION	37,500	40,000	45,000	5,000	12.50%
UNEMPLOYMENT	1,000	1,000	500	(500)	-50.00%
DISABILITY	5,000	5,500	5,500	0	0.00%
HEALTH INSURANCE	460,000	600,000	630,000	30,000	5.00%
MEDICAL INS. RETIREES	520,000	550,000	550,000	0	0.00%
DENTAL	38,000	42,000	42,000	0	0.00%
OPTICAL	4,500	6,000	5,000	(1,000)	-16.67%
FLEX PLAN	500	500	500	0	0.00%
SICK & VAC. PAYOUTS	95,000	100,000	90,000	(10,000)	-10.00%
LONG TERM CARE INSURANCE	2,000	2,000	1,500	(500)	-25.00%
INSURANCE INCENTIVE	42,000	45,000	35,000	(10,000)	-22.22%
EMPLOYEE ASSIST. PROGRAM	1,800	1,800	1,800	0	0.00%
SUB-TOTAL (Fixed & Fringe)	1,839,612	2,065,800	2,192,800	127,000	6.15%
<u>PROFESSIONAL FEES</u>	57,050	57,050	57,300	250	0.44%
SUB-TOTAL (Professional Fees)	57,050	57,050	57,300	250	0.44%
<u>LIBRARY MATERIALS</u>					
BOOKS	10,000	8,000	8,000	0	0.00%
DOWNLOADABLE MEDIA	105,000	105,000	105,000	0	0.00%
HOMEWORK HELP	306,000	306,000	332,000	26,000	8.50%
SUB-TOTAL	421,000	419,000	445,000	26,000	6.21%
<u>DIRECT OFFSET</u>					
LLSA MEMBER LIBRARIES	467,287	476,633	484,300	7,667	1.61%
CLA CBA CNTRL LIBRARY	371,799	379,235	380,825	1,590	0.42%
SUFFOLK E-RESOURCES	770,040	793,141	816,935	23,794	3.00%
COORDINATED ORDERS	1,200,000	1,300,000	1,000,000	(300,000)	-23.08%
DOWNLOADABLE MEDIA	5,531,127	5,918,306	6,273,354	355,048	6.00%
CBA MATERIALS	16,500	16,830	0	(16,830)	-100.00%
DEDICATED LIBRARY AID	31,500	32,130	16,000	(16,130)	-50.20%
MISC. GRANTS	0	0	0	0	0.00%
SUB-TOTAL	8,388,253	8,916,275	8,971,414	55,139	0.62%

2025 Budget Expenditures

ACCOUNT TITLE	2023	2024	2025	2024 to 2025	2024 to 2025
	Budget	Budget	Proposed	\$ Change	% Change
<i>OPERATIONS</i>					
OFFICE & LIB. SUPPLIES	40,500	40,500	41,000	500	1.23%
TELEPHONE VOICE	23,000	20,000	23,000	3,000	15.00%
ISP SERVICE	35,000	30,000	27,000	(3,000)	-10.00%
Line of Credit INTEREST	100	100	100	0	0.00%
POSTAGE & FRGHT SCLS	15,000	15,000	15,000	0	0.00%
POSTAGE OVERDUES	9,000	9,000	7,500	(1,500)	-16.67%
PUBLICITY & PRINTING	50,000	30,000	30,000	0	0.00%
TRAVEL	23,500	23,500	25,500	2,000	8.51%
LOST IN TRANSIT	10,000	8,000	7,000	(1,000)	-12.50%
OVERDUE SUPPLIES	3,500	0	0	0	0.00%
MEMBERSHIP DUES	25,000	23,000	24,000	1,000	4.35%
MAINT. - OFFICE EQUIP.	16,000	15,000	15,000	0	0.00%
COMPUTER SERVICES	261,500	263,000	283,500	20,500	7.79%
VEHICLE OPERATION	35,000	32,500	36,400	3,900	12.00%
VEHICLE MAINTENANCE	17,500	20,000	15,000	(5,000)	-25.00%
SECURITY SERVICES	21,858	22,000	22,000	0	0.00%
TRUSTEE EXPENSE	2,000	2,000	3,500	1,500	75.00%
PROGRAMS	51,300	35,000	35,000	0	0.00%
PROF. DEVELOPMENT	37,000	52,500	49,500	(3,000)	-5.71%
Misc	0	0	0	0	0.00%
SUB-TOTAL	676,758	641,100	660,000	18,900	2.95%
<i>BUILDING OPERATIONS</i>					
GAS	31,000	25,000	21,000	(4,000)	-16.00%
ELECTRICITY	47,000	38,050	35,000	(3,050)	-8.02%
WATER	1,200	1,200	2,000	800	66.67%
SUPPLIES-JANITORIAL	2,000	2,500	2,500	0	0.00%
CONTRACT SERVICES	358,800	452,800	462,000	9,200	2.03%
REPAIR - BLDG. & EQUIP.	40,000	50,000	50,000	0	0.00%
SUB-TOTAL	480,000	569,550	572,500	2,950	0.52%
<i>INSURANCE</i>	77,850	104,500	87,500	(17,000)	-16.27%
<i>EQUIPMENT - NON CAPITAL</i>	5,000	5,000	5,000	0	0.00%
<i>EQUIPMENT - CAPITAL</i>	45,000	35,000	35,000	0	0.00%
<i>EQUIPMENT - VEHICLES</i>	65,000	65,000	65,000	0	0.00%
<i>FACILITY RENOVATIONS</i>	350,000	275,000	175,000	(100,000)	-36.36%
SUB-TOTAL	542,850	484,500	367,500	(117,000)	-24.15%
TOTAL EXPENDITURES	15,499,995	16,315,257	16,613,750	298,493	1.83%

Proposed 2025 MEMBER LIBRARY SUPPORT @ 1.50% (OVERALL INCREASE)**BASED ON ANNUAL REPORT FINANCIALS: 2023**

	ACT 2024 ML SUPP	PROP 2025 ML SUPP	\$ Change PROP 2025 FROM 2024 ACT	% Change PROP 2025 FROM 2024 ACT
AMAGANSETT	11,280	11,450	170	1.51%
AMITYVILLE	34,939	35,850	911	2.61%
BABYLON	19,254	19,570	316	1.64%
BAYPORT-BLUE POINT	25,853	26,626	773	2.99%
BAY SHORE-BRIGHTWATERS	44,201	44,932	731	1.65%
BRENTWOOD	111,626	114,091	2,465	2.21%
BROOKHAVEN	11,567	12,098	531	4.59%
CENTER MORICHES	41,770	42,494	724	1.73%
CENTRAL ISLIP	50,480	51,510	1,030	2.04%
COLD SPRING HARBOR	18,928	19,242	314	1.66%
COMMACK	31,703	32,234	531	1.67%
COMSEWOGUE	63,321	65,310	1,989	3.14%
CONNETQUOT	62,972	62,790	(182)	-0.29%
COPIAGUE	43,696	44,569	873	2.00%
CUTCHOGUE-NEW SUFFOLK	11,462	12,122	660	5.76%
DEER PARK	35,386	35,668	282	0.80%
EAST HAMPTON	33,268	34,535	1,267	3.81%
EAST ISLIP	38,651	39,165	514	1.33%
ELWOOD	19,477	19,282	(195)	-1.00%
EMMA S CLARK	66,752	69,252	2,500	3.75%
FLOYD MEMORIAL	11,280	11,450	170	1.51%
HALF HOLLOW HILLS	74,630	77,485	2,855	3.83%
HAMPTON BAYS	26,050	25,555	(495)	-1.90%
HAMPTON	11,280	11,450	170	1.51%
HARBORFIELDS	37,247	37,822	575	1.54%
HAUPPAUGE	23,058	23,785	727	3.15%
HUNTINGTON	69,302	69,285	(17)	-0.02%
ISLIP	33,549	34,104	555	1.65%
JOHN JERMAIN	16,771	18,724	1,953	11.65%
LINDENHURST	51,702	53,542	1,840	3.56%
LONGWOOD	87,046	90,699	3,653	4.20%
MASTICS-MORICHES-SHIRLEY	78,750	78,333	(417)	-0.53%
MATTITUCK	11,841	11,450	(391)	-3.30%
MIDDLE COUNTRY	125,339	124,526	(813)	-0.65%
MONTAUK	11,280	11,450	170	1.51%
NORTH BABYLON	38,599	38,665	66	0.17%
NORTH SHORE	42,650	43,611	961	2.25%
NORTHPORT-EAST NORTHPORT	77,243	75,931	(1,312)	-1.70%
PATCHOGUE-MEDFORD	87,374	86,454	(920)	-1.05%
PORT JEFFERSON	33,707	34,549	842	2.50%
QUOGUE	11,280	11,450	170	1.51%
RIVERHEAD	52,189	52,655	466	0.89%
ROGERS MEMORIAL	36,846	37,664	818	2.22%
SACHEM	118,460	120,503	2,043	1.72%
SAYVILLE	31,248	31,552	304	0.97%
SHELTER ISLAND	11,280	11,450	170	1.51%
SMITHTOWN	163,088	163,702	614	0.38%
SOUTH COUNTRY	30,153	29,677	(476)	-1.58%
SOUTH HUNTINGTON	59,592	60,939	1,347	2.26%
SOUTHOLD	11,280	11,450	170	1.51%
WEST BABYLON	39,844	39,864	20	0.05%
WEST ISLIP	40,459	41,256	797	1.97%
WESTHAMPTON	26,133	27,127	994	3.80%
WYANDANCH	17,996	19,911	1,915	10.64%
TOTALS:	2,375,132	2,410,860	35,728	1.50%



627 NORTH SUNRISE SERVICE ROAD, P.O. BOX 9000, BELLPORT, NY 11713-9000
TEL: 631-286-1600 ■ FAX: 631-286-1647

BALLOT

2025 SCLS Budget

The Board of Trustees of the _____ Library

☐ Approved

☐ Disapproved

The Proposed 2025 Budget of the Suffolk Cooperative Library System,
approved by the SCLS Board of Trustees on November 4, 2024.

Signed: _____ Date: _____

Please return to SCLS. Attention Director's Office no later than
Tuesday, December 31, 2024

**COVATI & JANHSEN, CPAS, P.C.
12 WALNUT STREET
PORT JEFFERSON, NY 11777
(631) 928-6300
admin@covatiandjanhsen.com**

November 13, 2024

MATTITUCK-LAUREL LIBRARY
P.O. BOX 1437
MATTITUCK, NY 11952-0991

Dear MATTITUCK-LAUREL LIBRARY,

Enclosed is the 2023 U.S. Form 990, Return of Organization Exempt from Income Tax, for MATTITUCK-LAUREL LIBRARY for the tax year ending December 31, 2023.

Your 2023 U.S. Form 990, Return of Organization Exempt from Income Tax, return will be electronically filed.

We very much appreciate the opportunity to serve you. If you have any questions regarding this return, please do not hesitate to call.

Sincerely,

MATTHEW COVATI

Return of Organization Exempt From Income Tax

OMB No. 1545-0047

Department of the Treasury
Internal Revenue Service

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

Do not enter social security numbers on this form as it may be made public.

Go to www.irs.gov/Form990 for instructions and the latest information.**2023****Open to Public Inspection**

A For the 2023 calendar year, or tax year beginning , 2023, and ending , 20																												
B Check if applicable: <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Final return/terminated <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending	<table><tr><td colspan="2">C Name of organization MATTITUCK-LAUREL LIBRARY</td><td>D Employer identification number 11-1677136</td></tr><tr><td colspan="2">Doing business as</td><td>E Telephone number (631) 298-4134</td></tr><tr><td>Number and street (or P.O. box if mail is not delivered to street address)</td><td>Room/suite</td><td></td></tr><tr><td>P.O. BOX 1437</td><td></td><td></td></tr><tr><td colspan="2">City or town, state or province, country, and ZIP or foreign postal code MATTITUCK, NY 11952-0991</td><td>G Gross receipts \$1,673,606.</td></tr><tr><td colspan="2">F Name and address of principal officer: SHAUNA SCHOLL, MAIN ROAD, MATTITUCK, NY 11952-0991</td><td>H(a) Is this a group return for subordinates? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No H(b) Are all subordinates included? <input type="checkbox"/> Yes <input type="checkbox"/> No If "No," attach a list. See instructions. H(c) Group exemption number</td></tr><tr><td colspan="2">I Tax-exempt status: <input checked="" type="checkbox"/> 501(c)(3) <input type="checkbox"/> 501(c) () (insert no.) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527</td><td></td></tr><tr><td colspan="2">J Website: N/A</td><td></td></tr><tr><td colspan="2">K Form of organization: <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Trust <input type="checkbox"/> Association <input type="checkbox"/> Other</td><td>L Year of formation: 1910 M State of legal domicile: NY</td></tr></table>	C Name of organization MATTITUCK-LAUREL LIBRARY		D Employer identification number 11-1677136	Doing business as		E Telephone number (631) 298-4134	Number and street (or P.O. box if mail is not delivered to street address)	Room/suite		P.O. BOX 1437			City or town, state or province, country, and ZIP or foreign postal code MATTITUCK, NY 11952-0991		G Gross receipts \$1,673,606.	F Name and address of principal officer: SHAUNA SCHOLL, MAIN ROAD, MATTITUCK, NY 11952-0991		H(a) Is this a group return for subordinates? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No H(b) Are all subordinates included? <input type="checkbox"/> Yes <input type="checkbox"/> No If "No," attach a list. See instructions. H(c) Group exemption number	I Tax-exempt status: <input checked="" type="checkbox"/> 501(c)(3) <input type="checkbox"/> 501(c) () (insert no.) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527			J Website: N/A			K Form of organization: <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Trust <input type="checkbox"/> Association <input type="checkbox"/> Other		L Year of formation: 1910 M State of legal domicile: NY
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Part I Summary

Activities & Governance	1	Briefly describe the organization's mission or most significant activities: <u>MATTITUCK-LAUREL LIBRARY IS THE CENTER FOR INFORMATION, CULTURE, EDUCATIONAL ENRICHMENT AND RECREATION FOR THE COMMUNITIES OF MATTITUCK AND LAUREL</u>		
	2	Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.		
	3	Number of voting members of the governing body (Part VI, line 1a)	3	7
	4	Number of independent voting members of the governing body (Part VI, line 1b)	4	7
	5	Total number of individuals employed in calendar year 2023 (Part V, line 2a)	5	25
	6	Total number of volunteers (estimate if necessary)	6	0
	7a	Total unrelated business revenue from Part VIII, column (C), line 12	7a	0.
b	Net unrelated business taxable income from Form 990-T, Part I, line 11	7b	0.	
Revenue	8	Contributions and grants (Part VIII, line 1h)	Prior Year 69,709.	Current Year 82,876.
	9	Program service revenue (Part VIII, line 2g)	1,557,062.	1,590,442.
	10	Investment income (Part VIII, column (A), lines 3, 4, and 7d)	-6,334.	288.
	11	Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)		
	12	Total revenue—add lines 8 through 11 (must equal Part VIII, column (A), line 12)	1,620,437.	1,673,606.
Expenses	13	Grants and similar amounts paid (Part IX, column (A), lines 1–3)		
	14	Benefits paid to or for members (Part IX, column (A), line 4)		
	15	Salaries, other compensation, employee benefits (Part IX, column (A), lines 5–10)	935,113.	877,919.
	16a	Professional fundraising fees (Part IX, column (A), line 11e)		
	b	Total fundraising expenses (Part IX, column (D), line 25)	0.	
	17	Other expenses (Part IX, column (A), lines 11a–11d, 11f–24e)	551,914.	590,051.
	18	Total expenses. Add lines 13–17 (must equal Part IX, column (A), line 25)	1,487,027.	1,467,970.
19	Revenue less expenses. Subtract line 18 from line 12	133,410.	205,636.	
Net Assets or Fund Balances	20	Total assets (Part X, line 16)	Beginning of Current Year 2,993,366.	End of Year 3,043,000.
	21	Total liabilities (Part X, line 26)	309,549.	153,547.
	22	Net assets or fund balances. Subtract line 21 from line 20	2,683,817.	2,889,453.

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here	Signature of officer		11/13/2024		
	SHAUNA SCHOLL, EXECUTIVE DIRECTOR		Date		
Paid Preparer Use Only	Print/Type preparer's name	Preparer's signature	Date	Check <input type="checkbox"/> if self-employed	PTIN
	MATTHEW COVATI	MATTHEW COVATI	11/13/2024		P00345558
	Firm's name	COVATI & JANHSEN, CPAS, P.C.	Firm's EIN	11-3461263	
	Firm's address	12 WALNUT STREET, PORT JEFFERSON, NY 11777	Phone no.	(631) 928-6300	

May the IRS discuss this return with the preparer shown above? See instructions ☒ Yes ☐ No

Part III Statement of Program Service AccomplishmentsCheck if Schedule O contains a response or note to any line in this Part III ☐**1** Briefly describe the organization's mission:

MATTITUCK-LAUREL LIBRARY IS THE CENTER FOR INFORMATION, CULTURE,
EDUCATIONAL ENRICHMENT AND RECREATION FOR THE COMMUNITIES OF MATTITUCK
AND LAUREL

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? ☐ Yes ☒ No

If "Yes," describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? ☐ Yes ☒ No

If "Yes," describe these changes on Schedule O.

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.**4a** (Code:) (Expenses \$ 1,314,858. including grants of \$ 0.) (Revenue \$ 1,590,442.)

PROVIDE LIBRARY SERVICES

4b (Code:) (Expenses \$ including grants of \$) (Revenue \$)**4c** (Code:) (Expenses \$ including grants of \$) (Revenue \$)**4d** Other program services (Describe on Schedule O.)

(Expenses \$ including grants of \$) (Revenue \$)

4e Total program service expenses 1,314,858.

Part IV Checklist of Required Schedules

	Yes	No
1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? If "Yes," complete Schedule A	1 X	
2 Is the organization required to complete Schedule B, Schedule of Contributors? See instructions	2 X	
3 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I	3	X
4 Section 501(c)(3) organizations. Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II	4	X
5 Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Rev. Proc. 98-19? If "Yes," complete Schedule C, Part III	5	X
6 Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? If "Yes," complete Schedule D, Part I	6	X
7 Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? If "Yes," complete Schedule D, Part II	7	X
8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? If "Yes," complete Schedule D, Part III	8	X
9 Did the organization report an amount in Part X, line 21, for escrow or custodial account liability; serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? If "Yes," complete Schedule D, Part IV	9	X
10 Did the organization, directly or through a related organization, hold assets in donor-restricted endowments or in quasi-endowments? If "Yes," complete Schedule D, Part V	10	X
11 If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X, as applicable.		
a Did the organization report an amount for land, buildings, and equipment in Part X, line 10? If "Yes," complete Schedule D, Part VI	11a X	
b Did the organization report an amount for investments—other securities in Part X, line 12, that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VII	11b	X
c Did the organization report an amount for investments—program related in Part X, line 13, that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VIII	11c	X
d Did the organization report an amount for other assets in Part X, line 15, that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part IX	11d	X
e Did the organization report an amount for other liabilities in Part X, line 25? If "Yes," complete Schedule D, Part X	11e	X
f Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? If "Yes," complete Schedule D, Part X	11f	X
12a Did the organization obtain separate, independent audited financial statements for the tax year? If "Yes," complete Schedule D, Parts XI and XII	12a X	
b Was the organization included in consolidated, independent audited financial statements for the tax year? If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional	12b	X
13 Is the organization a school described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E	13	X
14a Did the organization maintain an office, employees, or agents outside of the United States?	14a	X
b Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? If "Yes," complete Schedule F, Parts I and IV	14b	X
15 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? If "Yes," complete Schedule F, Parts II and IV	15	X
16 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? If "Yes," complete Schedule F, Parts III and IV	16	X
17 Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? If "Yes," complete Schedule G, Part I. See instructions	17	X
18 Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? If "Yes," complete Schedule G, Part II	18	X
19 Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? If "Yes," complete Schedule G, Part III	19	X
20a Did the organization operate one or more hospital facilities? If "Yes," complete Schedule H	20a	X
b If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?	20b	
21 Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? If "Yes," complete Schedule I, Parts I and II	21	X

Part IV Checklist of Required Schedules (continued)

	Yes	No
22 Did the organization report more than \$5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? If "Yes," complete Schedule I, Parts I and III	22	X
23 Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5, about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? If "Yes," complete Schedule J	23	X
24a Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25a	24a	X
b Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?	24b	
c Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?	24c	
d Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?	24d	
25a Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in an excess benefit transaction with a disqualified person during the year? If "Yes," complete Schedule L, Part I	25a	X
b Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I	25b	X
26 Did the organization report any amount on Part X, line 5 or 22, for receivables from or payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons? If "Yes," complete Schedule L, Part II	26	X
27 Did the organization provide a grant or other assistance to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity (including an employee thereof) or family member of any of these persons? If "Yes," complete Schedule L, Part III	27	X
28 Was the organization a party to a business transaction with one of the following parties? (See the Schedule L, Part IV, instructions for applicable filing thresholds, conditions, and exceptions).		
a A current or former officer, director, trustee, key employee, creator or founder, or substantial contributor? If "Yes," complete Schedule L, Part IV	28a	X
b A family member of any individual described in line 28a? If "Yes," complete Schedule L, Part IV	28b	X
c A 35% controlled entity of one or more individuals and/or organizations described in line 28a or 28b? If "Yes," complete Schedule L, Part IV	28c	X
29 Did the organization receive more than \$25,000 in noncash contributions? If "Yes," complete Schedule M	29	X
30 Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? If "Yes," complete Schedule M	30	X
31 Did the organization liquidate, terminate, or dissolve and cease operations? If "Yes," complete Schedule N, Part I	31	X
32 Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? If "Yes," complete Schedule N, Part II	32	X
33 Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? If "Yes," complete Schedule R, Part I	33	X
34 Was the organization related to any tax-exempt or taxable entity? If "Yes," complete Schedule R, Part II, III, or IV, and Part V, line 1	34	X
35a Did the organization have a controlled entity within the meaning of section 512(b)(13)?	35a	X
b If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," complete Schedule R, Part V, line 2	35b	
36 Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable related organization? If "Yes," complete Schedule R, Part V, line 2	36	X
37 Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? If "Yes," complete Schedule R, Part VI	37	X
38 Did the organization complete Schedule O and provide explanations on Schedule O for Part VI, lines 11b and 19? Note: All Form 990 filers are required to complete Schedule O	38	X

Part V Statements Regarding Other IRS Filings and Tax ComplianceCheck if Schedule O contains a response or note to any line in this Part V ☐

	Yes	No
1a Enter the number reported in box 3 of Form 1096. Enter -0- if not applicable	1a	24
b Enter the number of Forms W-2G included on line 1a. Enter -0- if not applicable	1b	0
c Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?	1c	X

Part V Statements Regarding Other IRS Filings and Tax Compliance (continued)		Yes	No
2a	Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return	2a	25
b	If at least one is reported on line 2a, did the organization file all required federal employment tax returns?	2b	X
3a	Did the organization have unrelated business gross income of \$1,000 or more during the year?	3a	X
b	If "Yes," has it filed a Form 990-T for this year? If "No" to line 3b, provide an explanation on Schedule O	3b	
4a	At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?	4a	X
b	If "Yes," enter the name of the foreign country See instructions for filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).		
5a	Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?	5a	X
b	Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?	5b	X
c	If "Yes" to line 5a or 5b, did the organization file Form 8886-T?	5c	
6a	Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions?	6a	X
b	If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?	6b	
7	Organizations that may receive deductible contributions under section 170(c).		
a	Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor?	7a	X
b	If "Yes," did the organization notify the donor of the value of the goods or services provided?	7b	
c	Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?	7c	X
d	If "Yes," indicate the number of Forms 8282 filed during the year	7d	
e	Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?	7e	X
f	Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?	7f	X
g	If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required?	7g	
h	If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C?	7h	
8	Sponsoring organizations maintaining donor advised funds. Did a donor advised fund maintained by the sponsoring organization have excess business holdings at any time during the year?	8	
9	Sponsoring organizations maintaining donor advised funds.		
a	Did the sponsoring organization make any taxable distributions under section 4966?	9a	
b	Did the sponsoring organization make a distribution to a donor, donor advisor, or related person?	9b	
10	Section 501(c)(7) organizations. Enter:		
a	Initiation fees and capital contributions included on Part VIII, line 12	10a	
b	Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities	10b	
11	Section 501(c)(12) organizations. Enter:		
a	Gross income from members or shareholders	11a	
b	Gross income from other sources. (Do not net amounts due or paid to other sources against amounts due or received from them.)	11b	
12a	Section 4947(a)(1) non-exempt charitable trusts. Is the organization filing Form 990 in lieu of Form 1041?	12a	
b	If "Yes," enter the amount of tax-exempt interest received or accrued during the year	12b	
13	Section 501(c)(29) qualified nonprofit health insurance issuers.		
a	Is the organization licensed to issue qualified health plans in more than one state? Note: See the instructions for additional information the organization must report on Schedule O.	13a	
b	Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans	13b	
c	Enter the amount of reserves on hand	13c	
14a	Did the organization receive any payments for indoor tanning services during the tax year?	14a	X
b	If "Yes," has it filed a Form 720 to report these payments? If "No," provide an explanation on Schedule O	14b	
15	Is the organization subject to the section 4960 tax on payment(s) of more than \$1,000,000 in remuneration or excess parachute payment(s) during the year? If "Yes," see the instructions and file Form 4720, Schedule N.	15	
16	Is the organization an educational institution subject to the section 4968 excise tax on net investment income? If "Yes," complete Form 4720, Schedule O.	16	
17	Section 501(c)(21) organizations. Did the trust, or any disqualified or other person, engage in any activities that would result in the imposition of an excise tax under section 4951, 4952, or 4953? If "Yes," complete Form 6069.	17	

Part VI Governance, Management, and Disclosure. For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes on Schedule O. See instructions.

Check if Schedule O contains a response or note to any line in this Part VI ☒

Section A. Governing Body and Management

		Yes	No
1a Enter the number of voting members of the governing body at the end of the tax year . . .	1a 7		
If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain on Schedule O.			
b Enter the number of voting members included on line 1a, above, who are independent . . .	1b 7		
2 Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee? . . .	2		X
3 Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, trustees, or key employees to a management company or other person? . . .	3		X
4 Did the organization make any significant changes to its governing documents since the prior Form 990 was filed? . . .	4		X
5 Did the organization become aware during the year of a significant diversion of the organization's assets? . . .	5		X
6 Did the organization have members or stockholders? . . .	6		X
7a Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body? . . .	7a		X
b Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body? . . .	7b		X
8 Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:			
a The governing body? . . .	8a	X	
b Each committee with authority to act on behalf of the governing body? . . .	8b	X	
9 Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses on Schedule O . . .	9		X

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

	Yes	No
10a Did the organization have local chapters, branches, or affiliates? . . .	10a	X
b If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes? . . .	10b	
11a Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form? . . .	11a X	
b Describe on Schedule O the process, if any, used by the organization to review this Form 990.		
12a Did the organization have a written conflict of interest policy? If "No," go to line 13 . . .	12a X	
b Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts? . . .	12b X	
c Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe on Schedule O how this was done . . .	12c	X
13 Did the organization have a written whistleblower policy? . . .	13 X	
14 Did the organization have a written document retention and destruction policy? . . .	14 X	
15 Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?		
a The organization's CEO, Executive Director, or top management official . . .	15a	X
b Other officers or key employees of the organization . . .	15b	X
If "Yes" to line 15a or 15b, describe the process on Schedule O. See instructions.		
16a Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year? . . .	16a	X
b If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements? . . .	16b	

Section C. Disclosure

17 List the states with which a copy of this Form 990 is required to be filed NY

18 Section 6104 requires an organization to make its Forms 1023 (1024 or 1024-A, if applicable), 990, and 990-T (section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.

☐ Own website ☐ Another's website ☒ Upon request ☐ Other (explain on Schedule O)

19 Describe on Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.

20 State the name, address, and telephone number of the person who possesses the organization's books and records.

SHAUNA SCHOLL, 13900 MAIN ROAD, MATTITUCK, NY 11952-0091 (631) 298-4134

Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent ContractorsCheck if Schedule O contains a response or note to any line in this Part VII ☐**Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees****1a** Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.

- List all of the organization's **current** key employees, if any. See the instructions for definition of "key employee."

- List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (box 5 of Form W-2, box 6 of Form 1099-MISC, and/or box 1 of Form 1099-NEC) of more than \$100,000 from the organization and any related organizations.

- List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.

- List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.

See the instructions for the order in which to list the persons above.

☐ Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/ 1099-MISC/ 1099-NEC)	(E) Reportable compensation from related organizations (W-2/ 1099-MISC/ 1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) SHAUNA SCHOLL DIRECTOR	40.00	X						87,630.	0.	0.
(2) COLLEEN GRATTAN-ARNOFF TREASURER	2.00	X						0.	0.	0.
(3) MARY SANCHEZ VICE PRESIDENT	2.00	X		X				0.	0.	0.
(4) PETER KREN TRUSTEE	2.00	X						0.	0.	0.
(5) KATIE O'ROURKE SECRETARY	2.00	X		X				0.	0.	0.
(6) JIM UNDERWOOD PRESIDENT	2.00	X		X				0.	0.	0.
(7) RANDI TEITEL TRUSTEE	2.00	X						0.	0.	0.
(8) JOHN CARTER TRUSTEE	0.00	X						0.	0.	0.
(9)										
(10)										
(11)										
(12)										
(13)										
(14)										

Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (continued)

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC/1099-NEC)	(E) Reportable compensation from related organizations (W-2/1099-MISC/1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(15)										
(16)										
(17)										
(18)										
(19)										
(20)										
(21)										
(22)										
(23)										
(24)										
(25)										
1b Subtotal								87,630.	0.	0.
c Total from continuation sheets to Part VII, Section A										
d Total (add lines 1b and 1c)								87,630.	0.	0.

2 Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization

- 3** Did the organization list any **former** officer, director, trustee, key employee, or highest compensated employee on line 1a? *If "Yes," complete Schedule J for such individual*
- 4** For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? *If "Yes," complete Schedule J for such individual*
- 5** Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? *If "Yes," complete Schedule J for such person*

	Yes	No
3		X
4		X
5		X

Section B. Independent Contractors

1 Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation

2 Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization

Part VIII Statement of RevenueCheck if Schedule O contains a response or note to any line in this Part VIII ☐

				(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512-514	
Contributions, Gifts, Grants, and Other Similar Amounts	1a	Federated campaigns	1a					
	b	Membership dues	1b					
	c	Fundraising events	1c					
	d	Related organizations	1d					
	e	Government grants (contributions)	1e					
	f	All other contributions, gifts, grants, and similar amounts not included above	1f	82,876.				
	g	Noncash contributions included in lines 1a-1f	1g	\$				
	h	Total. Add lines 1a-1f			82,876.			
Program Service Revenue				Business Code				
	2a	LIBRARY CHARGES	900099	7,099.	7,099.	0.	0.	
	b	TAX REVENUE	900099	1,583,343.	1,583,343.	0.	0.	
	c							
	d							
	e							
	f	All other program service revenue . . .						
	g	Total. Add lines 2a-2f			1,590,442.			
Other Revenue	3	Investment income (including dividends, interest, and other similar amounts)			288.	0.	0.	288.
	4	Income from investment of tax-exempt bond proceeds						
	5	Royalties						
	6a	Gross rents	6a	(i) Real	(ii) Personal			
	b	Less: rental expenses	6b					
	c	Rental income or (loss)	6c					
	d	Net rental income or (loss)						
	7a	Gross amount from sales of assets other than inventory	7a	(i) Securities	(ii) Other			
	b	Less: cost or other basis and sales expenses	7b					
	c	Gain or (loss)	7c					
	d	Net gain or (loss)						
	8a	Gross income from fundraising events (not including \$ of contributions reported on line 1c). See Part IV, line 18	8a					
	b	Less: direct expenses	8b					
	c	Net income or (loss) from fundraising events						
	9a	Gross income from gaming activities. See Part IV, line 19	9a					
	b	Less: direct expenses	9b					
	c	Net income or (loss) from gaming activities						
	10a	Gross sales of inventory, less returns and allowances	10a					
	b	Less: cost of goods sold	10b					
	c	Net income or (loss) from sales of inventory						
Miscellaneous Revenue				Business Code				
	11a							
	b							
	c							
	d	All other revenue						
e	Total. Add lines 11a-11d							
12	Total revenue. See instructions			1,673,606.	1,590,442.	0.	288.	

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX ☐**Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.**

	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21				
2 Grants and other assistance to domestic individuals. See Part IV, line 22				
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees	87,360.	79,498.	7,862.	0.
6 Compensation not included above to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages	636,012.	578,771.	57,241.	0.
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)	41,152.	37,448.	3,704.	0.
9 Other employee benefits	50,163.	45,648.	4,515.	0.
10 Payroll taxes	63,232.	57,541.	5,691.	0.
11 Fees for services (nonemployees):				
a Management				
b Legal	2,855.	0.	2,855.	0.
c Accounting	14,490.	0.	14,490.	0.
d Lobbying				
e Professional fundraising services. See Part IV, line 17				
f Investment management fees				
g Other. (If line 11g amount exceeds 10% of line 25, column (A), amount, list line 11g expenses on Schedule O.)	6,521.	0.	6,521.	0.
12 Advertising and promotion	30,585.	29,056.	1,529.	0.
13 Office expenses	22,090.	19,881.	2,209.	0.
14 Information technology	14,642.	13,178.	1,464.	0.
15 Royalties				
16 Occupancy	115,281.	103,753.	11,528.	0.
17 Travel				
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings				
20 Interest	7,571.	0.	7,571.	0.
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	209,540.	188,586.	20,954.	0.
23 Insurance	29,748.	27,963.	1,785.	0.
24 Other expenses. Itemize expenses not covered above. (List miscellaneous expenses on line 24e. If line 24e amount exceeds 10% of line 25, column (A), amount, list line 24e expenses on Schedule O.)				
a BOOKS AND RELATED SUBJECTS	90,387.	90,387.	0.	0.
b DUES, LICENSES AND MEMBERSHIPS	40,500.	40,500.	0.	0.
c TUITION REIMBURSEMENT	1,280.	1,280.	0.	0.
d MISCELLANEOUS	4,561.	1,368.	3,193.	0.
e All other expenses				
25 Total functional expenses. Add lines 1 through 24e	1,467,970.	1,314,858.	153,112.	0.
26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here <input type="checkbox"/> if following SOP 98-2 (ASC 958-720)				

Part X Balance SheetCheck if Schedule O contains a response or note to any line in this Part X ☐

		(A) Beginning of year		(B) End of year
Assets	1 Cash—non-interest-bearing	390,817.	1	526,808.
	2 Savings and temporary cash investments	510,515.	2	528,183.
	3 Pledges and grants receivable, net	22,424.	3	
	4 Accounts receivable, net		4	
	5 Loans and other receivables from any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons		5	
	6 Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), and persons described in section 4958(c)(3)(B)		6	
	7 Notes and loans receivable, net		7	
	8 Inventories for sale or use		8	
	9 Prepaid expenses and deferred charges		9	
	10a Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	10a 5,632,519.		
	b Less: accumulated depreciation	10b 3,644,510.	2,069,610.	10c 1,988,009.
	11 Investments—publicly traded securities		11	
	12 Investments—other securities. See Part IV, line 11		12	
	13 Investments—program-related. See Part IV, line 11		13	
	14 Intangible assets		14	
	15 Other assets. See Part IV, line 11		15	
16 Total assets. Add lines 1 through 15 (must equal line 33)		2,993,366.	16	3,043,000.
Liabilities	17 Accounts payable and accrued expenses	1,999.	17	3,508.
	18 Grants payable		18	
	19 Deferred revenue		19	
	20 Tax-exempt bond liabilities		20	
	21 Escrow or custodial account liability. Complete Part IV of Schedule D		21	
	22 Loans and other payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons		22	
	23 Secured mortgages and notes payable to unrelated third parties	307,550.	23	150,039.
	24 Unsecured notes and loans payable to unrelated third parties		24	
	25 Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17–24). Complete Part X of Schedule D		25	
	26 Total liabilities. Add lines 17 through 25		309,549.	26
Net Assets or Fund Balances	Organizations that follow FASB ASC 958, check here <input checked="" type="checkbox"/> and complete lines 27, 28, 32, and 33.			
	27 Net assets without donor restrictions	2,683,817.	27	2,889,453.
	28 Net assets with donor restrictions		28	
	Organizations that do not follow FASB ASC 958, check here <input type="checkbox"/> and complete lines 29 through 33.			
	29 Capital stock or trust principal, or current funds		29	
	30 Paid-in or capital surplus, or land, building, or equipment fund		30	
	31 Retained earnings, endowment, accumulated income, or other funds		31	
	32 Total net assets or fund balances	2,683,817.	32	2,889,453.
33 Total liabilities and net assets/fund balances	2,993,366.	33	3,043,000.	

Part XI Reconciliation of Net AssetsCheck if Schedule O contains a response or note to any line in this Part XI ☐

1	Total revenue (must equal Part VIII, column (A), line 12)	1	1,673,606.
2	Total expenses (must equal Part IX, column (A), line 25)	2	1,467,970.
3	Revenue less expenses. Subtract line 2 from line 1	3	205,636.
4	Net assets or fund balances at beginning of year (must equal Part X, line 32, column (A))	4	2,683,817.
5	Net unrealized gains (losses) on investments	5	
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain on Schedule O)	9	
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 32, column (B))	10	2,889,453.

Part XII Financial Statements and ReportingCheck if Schedule O contains a response or note to any line in this Part XII ☐

	Yes	No
1 Accounting method used to prepare the Form 990: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual <input type="checkbox"/> Other _____ If the organization changed its method of accounting from a prior year or checked "Other," explain on Schedule O.		
2a Were the organization's financial statements compiled or reviewed by an independent accountant? If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both. <input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis		X
b Were the organization's financial statements audited by an independent accountant? If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both. <input checked="" type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis	X	
c If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? If the organization changed either its oversight process or selection process during the tax year, explain on Schedule O.	X	
3a As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Uniform Guidance, 2 C.F.R. Part 200, Subpart F?		X
b If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why on Schedule O and describe any steps taken to undergo such audits	X	

**SCHEDULE A
(Form 990)**

Department of the Treasury
Internal Revenue Service

Public Charity Status and Public Support

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.
Attach to Form 990 or Form 990-EZ.
Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2023

**Open to Public
Inspection**

Name of the organization

MATTITUCK-LAUREL LIBRARY

Employer identification number

11-1677136

Part I Reason for Public Charity Status. (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 12, check only one box.)

- 1 ☐ A church, convention of churches, or association of churches described in **section 170(b)(1)(A)(i)**.
- 2 ☐ A school described in **section 170(b)(1)(A)(ii)**. (Attach Schedule E (Form 990).)
- 3 ☐ A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii)**.
- 4 ☐ A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii)**. Enter the hospital's name, city, and state: _____
- 5 ☐ An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv)**. (Complete Part II.)
- 6 ☐ A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v)**.
- 7 ☒ An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi)**. (Complete Part II.)
- 8 ☐ A community trust described in **section 170(b)(1)(A)(vi)**. (Complete Part II.)
- 9 ☐ An agricultural research organization described in **section 170(b)(1)(A)(ix)** operated in conjunction with a land-grant college or university or a non-land-grant college of agriculture (see instructions). Enter the name, city, and state of the college or university: _____
- 10 ☐ An organization that normally receives (1) more than 33¹/₃% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions, subject to certain exceptions; and (2) no more than 33¹/₃% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See **section 509(a)(2)**. (Complete Part III.)
- 11 ☐ An organization organized and operated exclusively to test for public safety. See **section 509(a)(4)**.
- 12 ☐ An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in **section 509(a)(1)** or **section 509(a)(2)**. See **section 509(a)(3)**. Check the box on lines 12a through 12d that describes the type of supporting organization and complete lines 12e, 12f, and 12g.
- a ☐ **Type I.** A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. **You must complete Part IV, Sections A and B.**
- b ☐ **Type II.** A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). **You must complete Part IV, Sections A and C.**
- c ☐ **Type III functionally integrated.** A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). **You must complete Part IV, Sections A, D, and E.**
- d ☐ **Type III non-functionally integrated.** A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). **You must complete Part IV, Sections A and D, and Part V.**
- e ☐ Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.
- f Enter the number of supported organizations
- g Provide the following information about the supported organization(s).

(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1-10 above (see instructions))	(iv) Is the organization listed in your governing document?		(v) Amount of monetary support (see instructions)	(vi) Amount of other support (see instructions)
			Yes	No		
(A)						
(B)						
(C)						
(D)						
(E)						
Total						

Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

Section A. Public Support

Calendar year (or fiscal year beginning in)	(a) 2019	(b) 2020	(c) 2021	(d) 2022	(e) 2023	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")	73,344.	23,887.	238,417.	76,647.	89,975.	502,270.
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf	1,481,274.	1,522,273.	1,525,884.	1,550,124.	1,583,343.	7,662,898.
3 The value of services or facilities furnished by a governmental unit to the organization without charge						
4 Total. Add lines 1 through 3	1,554,618.	1,546,160.	1,764,301.	1,626,771.	1,673,318.	8,165,168.
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f)						
6 Public support. Subtract line 5 from line 4						8,165,168.

Section B. Total Support

Calendar year (or fiscal year beginning in)	(a) 2019	(b) 2020	(c) 2021	(d) 2022	(e) 2023	(f) Total
7 Amounts from line 4	1,554,618.	1,546,160.	1,764,301.	1,626,771.	1,673,318.	8,165,168.
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources	256.	306.	279.	254.	288.	1,383.
9 Net income from unrelated business activities, whether or not the business is regularly carried on						
10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
11 Total support. Add lines 7 through 10						8,166,551.
12 Gross receipts from related activities, etc. (see instructions)					12	
13 First 5 years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here						<input type="checkbox"/>

Section C. Computation of Public Support Percentage

14 Public support percentage for 2023 (line 6, column (f), divided by line 11, column (f))	14	99.98 %
15 Public support percentage from 2022 Schedule A, Part II, line 14	15	99.98 %
16a 33¹/₃% support test—2023. If the organization did not check the box on line 13, and line 14 is 33 ¹ / ₃ % or more, check this box and stop here . The organization qualifies as a publicly supported organization		<input checked="" type="checkbox"/>
b 33¹/₃% support test—2022. If the organization did not check a box on line 13 or 16a, and line 15 is 33 ¹ / ₃ % or more, check this box and stop here . The organization qualifies as a publicly supported organization		<input type="checkbox"/>
17a 10%-facts-and-circumstances test—2023. If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and stop here . Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization		<input type="checkbox"/>
b 10%-facts-and-circumstances test—2022. If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and stop here . Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization		<input type="checkbox"/>
18 Private foundation. If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions		<input type="checkbox"/>

Part III Support Schedule for Organizations Described in Section 509(a)(2)

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II.
If the organization fails to qualify under the tests listed below, please complete Part II.)

Section A. Public Support

Calendar year (or fiscal year beginning in)	(a) 2019	(b) 2020	(c) 2021	(d) 2022	(e) 2023	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose						
3 Gross receipts from activities that are not an unrelated trade or business under section 513						
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
5 The value of services or facilities furnished by a governmental unit to the organization without charge						
6 Total. Add lines 1 through 5						
7a Amounts included on lines 1, 2, and 3 received from disqualified persons						
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year						
c Add lines 7a and 7b						
8 Public support. (Subtract line 7c from line 6.)						

Section B. Total Support

Calendar year (or fiscal year beginning in)	(a) 2019	(b) 2020	(c) 2021	(d) 2022	(e) 2023	(f) Total
9 Amounts from line 6						
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources						
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975						
c Add lines 10a and 10b						
11 Net income from unrelated business activities not included on line 10b, whether or not the business is regularly carried on						
12 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
13 Total support. (Add lines 9, 10c, 11, and 12.)						
14 First 5 years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here <input type="checkbox"/>						

Section C. Computation of Public Support Percentage

15 Public support percentage for 2023 (line 8, column (f), divided by line 13, column (f))	15	%
16 Public support percentage from 2022 Schedule A, Part III, line 15	16	%

Section D. Computation of Investment Income Percentage

17 Investment income percentage for 2023 (line 10c, column (f), divided by line 13, column (f))	17	%
18 Investment income percentage from 2022 Schedule A, Part III, line 17	18	%
19a 33 1/3% support tests—2023. If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and stop here . The organization qualifies as a publicly supported organization <input type="checkbox"/>		
b 33 1/3% support tests—2022. If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and stop here . The organization qualifies as a publicly supported organization <input type="checkbox"/>		
20 Private foundation. If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions <input type="checkbox"/>		

Part IV Supporting Organizations

(Complete only if you checked a box on line 12 of Part I. If you checked box 12a, Part I, complete Sections A and B. If you checked box 12b, Part I, complete Sections A and C. If you checked box 12c, Part I, complete Sections A, D, and E. If you checked box 12d, Part I, complete Sections A and D, and complete Part V.)

Section A. All Supporting Organizations

	Yes	No
1 Are all of the organization's supported organizations listed by name in the organization's governing documents? <i>If "No," describe in Part VI how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.</i>		
2 Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? <i>If "Yes," explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).</i>		
3a Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? <i>If "Yes," answer lines 3b and 3c below.</i>		
b Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? <i>If "Yes," describe in Part VI when and how the organization made the determination.</i>		
c Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? <i>If "Yes," explain in Part VI what controls the organization put in place to ensure such use.</i>		
4a Was any supported organization not organized in the United States ("foreign supported organization")? <i>If "Yes," and if you checked box 12a or 12b in Part I, answer lines 4b and 4c below.</i>		
b Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? <i>If "Yes," describe in Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.</i>		
c Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? <i>If "Yes," explain in Part VI what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.</i>		
5a Did the organization add, substitute, or remove any supported organizations during the tax year? <i>If "Yes," answer lines 5b and 5c below (if applicable). Also, provide detail in Part VI, including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).</i>		
b Type I or Type II only. Was any added or substituted supported organization part of a class already designated in the organization's organizing document?		
c Substitutions only. Was the substitution the result of an event beyond the organization's control?		
6 Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? <i>If "Yes," provide detail in Part VI.</i>		
7 Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (as defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? <i>If "Yes," complete Part I of Schedule L (Form 990).</i>		
8 Did the organization make a loan to a disqualified person (as defined in section 4958) not described on line 7? <i>If "Yes," complete Part I of Schedule L (Form 990).</i>		
9a Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons, as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? <i>If "Yes," provide detail in Part VI.</i>		
b Did one or more disqualified persons (as defined on line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? <i>If "Yes," provide detail in Part VI.</i>		
c Did a disqualified person (as defined on line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? <i>If "Yes," provide detail in Part VI.</i>		
10a Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? <i>If "Yes," answer line 10b below.</i>		
b Did the organization have any excess business holdings in the tax year? <i>(Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)</i>		

Part IV Supporting Organizations (continued)

	Yes	No
11 Has the organization accepted a gift or contribution from any of the following persons?		
a A person who directly or indirectly controls, either alone or together with persons described on lines 11b and 11c below, the governing body of a supported organization?		
11a		
b A family member of a person described on line 11a above?		
11b		
c A 35% controlled entity of a person described on line 11a or 11b above? If "Yes" to line 11a, 11b, or 11c, provide detail in Part VI .		
11c		

Section B. Type I Supporting Organizations

	Yes	No
1 Did the governing body, members of the governing body, officers acting in their official capacity, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's officers, directors, or trustees at all times during the tax year? If "No," describe in Part VI how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove officers, directors, or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.		
1		
2 Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? If "Yes," explain in Part VI how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.		
2		

Section C. Type II Supporting Organizations

	Yes	No
1 Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? If "No," describe in Part VI how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).		
1		

Section D. All Type III Supporting Organizations

	Yes	No
1 Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?		
1		
2 Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s), or (ii) serving on the governing body of a supported organization? If "No," explain in Part VI how the organization maintained a close and continuous working relationship with the supported organization(s).		
2		
3 By reason of the relationship described on line 2, above, did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? If "Yes," describe in Part VI the role the organization's supported organizations played in this regard.		
3		

Section E. Type III Functionally Integrated Supporting Organizations

1 Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions).			
a <input type="checkbox"/> The organization satisfied the Activities Test. Complete line 2 below.			
b <input type="checkbox"/> The organization is the parent of each of its supported organizations. Complete line 3 below.			
c <input type="checkbox"/> The organization supported a governmental entity. Describe in Part VI how you supported a governmental entity (see instructions).			
2 Activities Test. Answer lines 2a and 2b below.			
a Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? If "Yes," then in Part VI identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities.			
2a			
b Did the activities described on line 2a, above, constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? If "Yes," explain in Part VI the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.			
2b			
3 Parent of Supported Organizations. Answer lines 3a and 3b below.			
a Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? If "Yes" or "No," provide details in Part VI .			
3a			
b Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? If "Yes," describe in Part VI the role played by the organization in this regard.			
3b			

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations

- 1** ☐ Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (*explain in Part VI*). **See instructions.** All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

Section A—Adjusted Net Income		(A) Prior Year	(B) Current Year (optional)
1	Net short-term capital gain	1	
2	Recoveries of prior-year distributions	2	
3	Other gross income (see instructions)	3	
4	Add lines 1 through 3.	4	
5	Depreciation and depletion	5	
6	Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	6	
7	Other expenses (see instructions)	7	
8	Adjusted Net Income (subtract lines 5, 6, and 7 from line 4)	8	
Section B—Minimum Asset Amount		(A) Prior Year	(B) Current Year (optional)
1	Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):		
a	Average monthly value of securities	1a	
b	Average monthly cash balances	1b	
c	Fair market value of other non-exempt-use assets	1c	
d	Total (add lines 1a, 1b, and 1c)	1d	
e	Discount claimed for blockage or other factors (<i>explain in detail in Part VI</i>):		
2	Acquisition indebtedness applicable to non-exempt-use assets	2	
3	Subtract line 2 from line 1d.	3	
4	Cash deemed held for exempt use. Enter 0.015 of line 3 (for greater amount, see instructions).	4	
5	Net value of non-exempt-use assets (subtract line 4 from line 3)	5	
6	Multiply line 5 by 0.035.	6	
7	Recoveries of prior-year distributions	7	
8	Minimum Asset Amount (add line 7 to line 6)	8	
Section C—Distributable Amount			Current Year
1	Adjusted net income for prior year (from Section A, line 8, column A)	1	
2	Enter 0.85 of line 1.	2	
3	Minimum asset amount for prior year (from Section B, line 8, column A)	3	
4	Enter greater of line 2 or line 3.	4	
5	Income tax imposed in prior year	5	
6	Distributable Amount. Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions).	6	
7	<input type="checkbox"/> Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).		

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations (continued)

Section D—Distributions		Current Year	
1	Amounts paid to supported organizations to accomplish exempt purposes	1	
2	Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	2	
3	Administrative expenses paid to accomplish exempt purposes of supported organizations	3	
4	Amounts paid to acquire exempt-use assets	4	
5	Qualified set-aside amounts (prior IRS approval required—provide details in Part VI)	5	
6	Other distributions (describe in Part VI). See instructions.	6	
7	Total annual distributions. Add lines 1 through 6.	7	
8	Distributions to attentive supported organizations to which the organization is responsive (provide details in Part VI). See instructions.	8	
9	Distributable amount for 2023 from Section C, line 6	9	
10	Line 8 amount divided by line 9 amount	10	

Section E—Distribution Allocations (see instructions)	(i) Excess Distributions	(ii) Underdistributions Pre-2023	(iii) Distributable Amount for 2023
1 Distributable amount for 2023 from Section C, line 6			
2 Underdistributions, if any, for years prior to 2023 (reasonable cause required—explain in Part VI). See instructions.			
3 Excess distributions carryover, if any, to 2023			
a From 2018			
b From 2019			
c From 2020			
d From 2021			
e From 2022			
f Total of lines 3a through 3e			
g Applied to underdistributions of prior years			
h Applied to 2023 distributable amount			
i Carryover from 2018 not applied (see instructions)			
j Remainder. Subtract lines 3g, 3h, and 3i from line 3f.			
4 Distributions for 2023 from Section D, line 7: \$			
a Applied to underdistributions of prior years			
b Applied to 2023 distributable amount			
c Remainder. Subtract lines 4a and 4b from line 4.			
5 Remaining underdistributions for years prior to 2023, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, explain in Part VI . See instructions.			
6 Remaining underdistributions for 2023. Subtract lines 3h and 4b from line 1. For result greater than zero, explain in Part VI . See instructions.			
7 Excess distributions carryover to 2024. Add lines 3j and 4c.			
8 Breakdown of line 7:			
a Excess from 2019 . . .			
b Excess from 2020 . . .			
c Excess from 2021 . . .			
d Excess from 2022 . . .			
e Excess from 2023 . . .			

Part VI

Supplemental Information. Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a, and 3b; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information. (See instructions.)

Schedule B
(Form 990)

Department of the Treasury
Internal Revenue Service

Schedule of Contributors

Attach to Form 990, 990-EZ, or 990-PF.
Go to www.irs.gov/Form990 for the latest information.

OMB No. 1545-0047

2023

Name of the organization

MATTITUCK-LAUREL LIBRARY

Employer identification number

11-1677136

Organization type (check one):

Filers of:

Section:

Form 990 or 990-EZ

☒ 501(c)(3) (enter number) organization

☐ 4947(a)(1) nonexempt charitable trust **not** treated as a private foundation

☐ 527 political organization

Form 990-PF

☐ 501(c)(3) exempt private foundation

☐ 4947(a)(1) nonexempt charitable trust treated as a private foundation

☐ 501(c)(3) taxable private foundation

Check if your organization is covered by the **General Rule** or a **Special Rule**.

Note: Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.

General Rule

- ☒ For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, contributions totaling \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II. See instructions for determining a contributor's total contributions.

Special Rules

- ☐ For an organization described in section 501(c)(3) filing Form 990 or 990-EZ that met the 33 $\frac{1}{3}$ % support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), that checked Schedule A (Form 990), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions of the greater of (1) \$5,000; or (2) 2% of the amount on (i) Form 990, Part VIII, line 1h; or (ii) Form 990-EZ, line 1. Complete Parts I and II.
- ☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than \$1,000 *exclusively* for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I (entering "N/A" in column (b) instead of the contributor name and address), II, and III.
- ☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions *exclusively* for religious, charitable, etc., purposes, but no such contributions totaled more than \$1,000. If this box is checked, enter here the total contributions that were received during the year for an *exclusively* religious, charitable, etc., purpose. Don't complete any of the parts unless the **General Rule** applies to this organization because it received *nonexclusively* religious, charitable, etc., contributions totaling \$5,000 or more during the year \$ _____

Caution: An organization that isn't covered by the General Rule and/or the Special Rules doesn't file Schedule B (Form 990), but it **must** answer "No" on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on its Form 990-PF, Part I, line 2, to certify that it doesn't meet the filing requirements of Schedule B (Form 990).

Name of organization

MATTITUCK-LAUREL LIBRARY

Employer identification number

11-1677136

Part I **Contributors** (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
1	THE FRIENDS OF MATTITUCK-LAUREL LIBRARY P.O. BOX 1437 MATTITUCK NY 11952	\$ 10,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
2	GARRET H MOORE P.O. BOX 38 JAMESPORT NY 11947	\$ 10,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)

Name of organization

MATTITUCK-LAUREL LIBRARY

Employer identification number

11-1677136

Part II **Noncash Property** (see instructions). Use duplicate copies of Part II if additional space is needed.

(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions.)	(d) Date received
-----	----- ----- ----- -----	\$-----	-----
(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions.)	(d) Date received
-----	----- ----- ----- -----	\$-----	-----
(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions.)	(d) Date received
-----	----- ----- ----- -----	\$-----	-----
(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions.)	(d) Date received
-----	----- ----- ----- -----	\$-----	-----
(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions.)	(d) Date received
-----	----- ----- ----- -----	\$-----	-----
(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions.)	(d) Date received
-----	----- ----- ----- -----	\$-----	-----
(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions.)	(d) Date received
-----	----- ----- ----- -----	\$-----	-----

Name of organization

MATTITUCK-LAUREL LIBRARY

Employer identification number

11-1677136

Part III **Exclusively religious, charitable, etc., contributions to organizations described in section 501(c)(7), (8), or (10) that total more than \$1,000 for the year from any one contributor.** Complete columns (a) through (e) and the following line entry. For organizations completing Part III, enter the total of *exclusively* religious, charitable, etc., contributions of **\$1,000 or less** for the year. (Enter this information once. See instructions.) \$ _____

Use duplicate copies of Part III if additional space is needed.

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
-----	----- ----- -----	----- ----- -----	----- ----- -----

(e) Transfer of gift

Transferee's name, address, and ZIP + 4

Relationship of transferor to transferee

----- ----- -----	----- ----- -----
-------------------------	-------------------------

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
-----	----- ----- -----	----- ----- -----	----- ----- -----

(e) Transfer of gift

Transferee's name, address, and ZIP + 4

Relationship of transferor to transferee

----- ----- -----	----- ----- -----
-------------------------	-------------------------

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
-----	----- ----- -----	----- ----- -----	----- ----- -----

(e) Transfer of gift

Transferee's name, address, and ZIP + 4

Relationship of transferor to transferee

----- ----- -----	----- ----- -----
-------------------------	-------------------------

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
-----	----- ----- -----	----- ----- -----	----- ----- -----

(e) Transfer of gift

Transferee's name, address, and ZIP + 4

Relationship of transferor to transferee

----- ----- -----	----- ----- -----
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SCHEDULE D
(Form 990)

Department of the Treasury
Internal Revenue Service

Supplemental Financial Statements

Complete if the organization answered "Yes" on Form 990,
Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.
Attach to Form 990.

Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2023

Open to Public
Inspection

Name of the organization

MATTITUCK-LAUREL LIBRARY

Employer identification number

11-1677136

Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts

Complete if the organization answered "Yes" on Form 990, Part IV, line 6.

	(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year		
2 Aggregate value of contributions to (during year)		
3 Aggregate value of grants from (during year)		
4 Aggregate value at end of year		
5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control?		<input type="checkbox"/> Yes <input type="checkbox"/> No
6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit?		<input type="checkbox"/> Yes <input type="checkbox"/> No

Part II Conservation Easements

Complete if the organization answered "Yes" on Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply). <input type="checkbox"/> Preservation of land for public use (for example, recreation or education) <input type="checkbox"/> Preservation of a historically important land area <input type="checkbox"/> Protection of natural habitat <input type="checkbox"/> Preservation of a certified historic structure <input type="checkbox"/> Preservation of open space	
2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year.	
a Total number of conservation easements	2a
b Total acreage restricted by conservation easements	2b
c Number of conservation easements on a certified historic structure included on line 2a	2c
d Number of conservation easements included on line 2c acquired after July 25, 2006, and not on a historic structure listed in the National Register	2d
3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year	
4 Number of states where property subject to conservation easement is located	
5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds?	<input type="checkbox"/> Yes <input type="checkbox"/> No
6 Staff and volunteer hours devoted to monitoring, inspecting, handling of violations, and enforcing conservation easements during the year	
7 Amount of expenses incurred in monitoring, inspecting, handling of violations, and enforcing conservation easements during the year	
8 Does each conservation easement reported on line 2d above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.	

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets

Complete if the organization answered "Yes" on Form 990, Part IV, line 8.

1a If the organization elected, as permitted under FASB ASC 958, not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide in Part XIII the text of the footnote to its financial statements that describes these items.	
b If the organization elected, as permitted under FASB ASC 958, to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items.	
(i) Revenue included on Form 990, Part VIII, line 1	\$
(ii) Assets included in Form 990, Part X	\$
2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under FASB ASC 958 relating to these items.	
a Revenue included on Form 990, Part VIII, line 1	\$
b Assets included in Form 990, Part X	\$

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets (continued)

3 Using the organization's acquisition, accession, and other records, check any of the following that make significant use of its collection items (check all that apply).

a ☐ Public exhibition

d ☐ Loan or exchange program

b ☐ Scholarly research

e ☐ Other

c ☐ Preservation for future generations

4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.

5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection? ☐ Yes ☐ No

Part IV Escrow and Custodial Arrangements

Complete if the organization answered "Yes" on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

1a Is the organization an agent, trustee, custodian, or other intermediary for contributions or other assets not included on Form 990, Part X? ☐ Yes ☐ No

b If "Yes," explain the arrangement in Part XIII and complete the following table.

	Amount
c Beginning balance	1c
d Additions during the year	1d
e Distributions during the year	1e
f Ending balance	1f

2a Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability? ☐ Yes ☐ No

b If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided in Part XIII ☐

Part V Endowment Funds

Complete if the organization answered "Yes" on Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1a Beginning of year balance					
b Contributions					
c Net investment earnings, gains, and losses					
d Grants or scholarships					
e Other expenditures for facilities and programs					
f Administrative expenses					
g End of year balance					

2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:

a Board designated or quasi-endowment _____%

b Permanent endowment _____%

c Term endowment _____%

The percentages on lines 2a, 2b, and 2c should equal 100%.

3a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:

(i) Unrelated organizations? ☐ Yes ☐ No

(ii) Related organizations? ☐ Yes ☐ No

b If "Yes" on line 3a(ii), are the related organizations listed as required on Schedule R? ☐ Yes ☐ No

4 Describe in Part XIII the intended uses of the organization's endowment funds.

Part VI Land, Buildings, and Equipment

Complete if the organization answered "Yes" on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1a Land	2,000.			2,000.
b Buildings	2,744,335.		1,144,089.	1,600,246.
c Leasehold improvements	378,768.		302,104.	76,664.
d Equipment	100,701.		91,451.	9,250.
e Other	2,406,715.		2,106,866.	299,849.
Total. Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, line 10c, column (B))				1,988,009.

Part VII Investments—Other Securities

Complete if the organization answered "Yes" on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives		
(2) Closely held equity interests		
(3) Other _____		
(A) _____		
(B) _____		
(C) _____		
(D) _____		
(E) _____		
(F) _____		
(G) _____		
(H) _____		
Total. (Column (b) must equal Form 990, Part X, line 12, col. (B)) . . .		

Part VIII Investments—Program Related

Complete if the organization answered "Yes" on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
Total. (Column (b) must equal Form 990, Part X, line 13, col. (B)) . . .		

Part IX Other Assets

Complete if the organization answered "Yes" on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1)	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
Total. (Column (b) must equal Form 990, Part X, line 15, col. (B))	

Part X Other Liabilities

Complete if the organization answered "Yes" on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value
(1) Federal income taxes	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
Total. (Column (b) must equal Form 990, Part X, line 25, col. (B))	

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FASB ASC 740. Check here if the text of the footnote has been provided in Part XIII ☐

Part XI	Reconciliation of Revenue per Audited Financial Statements With Revenue per Return
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Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1	Total revenue, gains, and other support per audited financial statements		1	1,590,442.
2	Amounts included on line 1 but not on Form 990, Part VIII, line 12:			
a	Net unrealized gains (losses) on investments	2a		
b	Donated services and use of facilities	2b		
c	Recoveries of prior year grants	2c		
d	Other (Describe in Part XIII.)	2d		
e	Add lines 2a through 2d		2e	
3	Subtract line 2e from line 1		3	1,590,442.
4	Amounts included on Form 990, Part VIII, line 12, but not on line 1:			
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a		
b	Other (Describe in Part XIII.)	4b		
c	Add lines 4a and 4b		4c	
5	Total revenue. Add lines 3 and 4c . (This must equal Form 990, Part I, line 12.)		5	1,590,442.

Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1	Total expenses and losses per audited financial statements	1	1,467,970.
2	Amounts included on line 1 but not on Form 990, Part IX, line 25:		
a	Donated services and use of facilities	2a	
b	Prior year adjustments	2b	
c	Other losses	2c	
d	Other (Describe in Part XIII.)	2d	
e	Add lines 2a through 2d	2e	
3	Subtract line 2e from line 1	3	1,467,970.
4	Amounts included on Form 990, Part IX, line 25, but not on line 1:		
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a	
b	Other (Describe in Part XIII.)	4b	
c	Add lines 4a and 4b	4c	
5	Total expenses. Add lines 3 and 4c . (This must equal Form 990, Part I, line 18.)	5	1,467,970.

Part XIII Supplemental Information

Provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

[illegible]

Part XIII **Supplemental Information** *(continued)*[illegible]

Department of the Treasury
Internal Revenue Service

MATTITUCK-LAUREL LIBRARY

Go to www.irs.gov/Form990 for the latest information.

Open to Public Inspection

11-1677136

Pt VI, Line 11b: FORM 990 IS PRESENTED TO THE BOARD FOR APPROVAL BEFORE FILING

**Application for Extension of Time To File an Exempt Organization
Return or Excise Taxes Related to Employee Benefit Plans**

OMB No. 1545-0047

File a separate application for each return.
Go to www.irs.gov/Form8868 for the latest information.

Electronic filing (e-file). You can electronically file Form 8868 to request up to a 6-month extension of time to file any of the forms listed below except for Form 8870, Information Return for Transfers Associated With Certain Personal Benefit Contracts. An extension request for Form 8870 must be sent to the IRS in a paper format (see instructions). For more details on the electronic filing of Form 8868, visit www.irs.gov/e-file-providers/e-file-for-charities-and-non-profits.

Caution: If you are going to make an electronic funds withdrawal (direct debit) with this Form 8868, see Form 8453-TE and Form 8879-TE for payment instructions.

All corporations required to file an income tax return other than Form 990-T (including 1120-C filers), partnerships, REMICs, and trusts must use Form 7004 to request an extension of time to file income tax returns.

Part I — Identification

Type or Print File by the due date for filing your return. See instructions.	Name of exempt organization, employer, or other filer, see instructions. MATTITUCK-LAUREL LIBRARY	Taxpayer identification number (TIN) 11-1677136
	Number, street, and room or suite no. If a P.O. box, see instructions. P.O. BOX 1437	
	City, town or post office, state, and ZIP code. For a foreign address, see instructions. MATTITUCK NY 11952-0991	

Enter the Return Code for the return that this application is for (file a separate application for each return) **01**

Application Is For	Return Code	Application Is For	Return Code
Form 990 or Form 990-EZ	01	Form 4720 (other than individual)	09
Form 4720 (individual)	03	Form 5227	10
Form 990-PF	04	Form 6069	11
Form 990-T (sec. 401(a) or 408(a) trust)	05	Form 8870	12
Form 990-T (trust other than above)	06	Form 5330 (individual)	13
Form 990-T (corporation)	07	Form 5330 (other than individual)	14
Form 1041-A	08		

• After you enter your Return Code, complete either Part II or Part III. Part III, including signature, is applicable only for an extension of time to file Form 5330.

• If this application is for an extension of time to file Form 5330, you must enter the following information.

Plan Name _____
Plan Number _____
Plan Year Ending (MM/DD/YYYY) _____

Part II — Automatic Extension of Time To File for Exempt Organizations (see instructions)

The books are in the care of SHAUNA SCHOLL
Telephone No. (631) 298-4134 Fax No. _____

- If the organization does not have an office or place of business in the United States, check this box ☐
- If this is for a Group Return, enter the organization's four-digit Group Exemption Number (GEN) _____. If this is for the whole group, check this box ☐ ☐ . If it is for part of the group, check this box ☐ and attach a list with the names and TINs of all members the extension is for.

- 1** I request an automatic 6-month extension of time until Nov 15, 2024, to file the **exempt organization return** for the organization named above. The extension is for the organization's return for:
☒ calendar year 20 23 or
☐ tax year beginning _____, 20 _____, and ending _____, 20 _____.

- 2** If the tax year entered in line 1 is for less than 12 months, check reason: ☐ Initial return ☐ Final return
☐ Change in accounting period

3a If this application is for Forms 990-PF, 990-T, 4720, or 6069, enter the tentative tax, less any nonrefundable credits. See instructions.	3a	\$	0.
b If this application is for Forms 990-PF, 990-T, 4720, or 6069, enter any refundable credits and estimated tax payments made. Include any prior year overpayment allowed as a credit.	3b	\$	0.
c Balance due. Subtract line 3b from line 3a. Include your payment with this form, if required, by using EFTPS (Electronic Federal Tax Payment System). See instructions.	3c	\$	0.

1 I request an extension of time until _____, 20____, to file Form 5330.

a	Enter the Code section(s) imposing the tax.	1a	
b	Enter the payment amount attached.	1b	\$
c	For excise taxes under section 4980 or 4980F of the Code, enter the reversion/amendment date (MM/DD/YYYY).	1c	

This image shows a full page of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page, leaving small margins at the top and bottom. There are no vertical margin lines, text, or other markings on the page.

Date

**IRS E-file Signature Authorization
for a Tax Exempt Entity**

OMB No. 1545-0047

Department of the Treasury
Internal Revenue Service

For calendar year 2023, or fiscal year beginning _____, 2023, and ending _____, 20_____

Do not send to the IRS. Keep for your records.
Go to www.irs.gov/Form8879TE for the latest information.**2023**

Name of filer

MATTITUCK-LAUREL LIBRARY

EIN or SSN

11-1677136

Name and title of officer or person subject to tax

SHAUNA SCHOLL, EXECUTIVE DIRECTOR

Part I Type of Return and Return Information

Check the box for the return for which you are using this Form 8879-TE and enter the applicable amount, if any, from the return. Form 8038-CP and Form 5330 filers may enter dollars and cents. For all other forms, enter whole dollars only. If you check the box on line **1a**, **2a**, **3a**, **4a**, **5a**, **6a**, **7a**, **8a**, **9a**, or **10a** below, and the amount on that line for the return being filed with this form was blank, then leave line **1b**, **2b**, **3b**, **4b**, **5b**, **6b**, **7b**, **8b**, **9b**, or **10b**, whichever is applicable, blank (do not enter -0-). But, if you entered -0- on the return, then enter -0- on the applicable line below. **Do not** complete more than one line in Part I.

1a Form 990 check here . . . <input checked="" type="checkbox"/>	b Total revenue, if any (Form 990, Part VIII, column (A), line 12) . . .	1b 1,673,606.
2a Form 990-EZ check here . . . <input type="checkbox"/>	b Total revenue, if any (Form 990-EZ, line 9)	2b _____
3a Form 1120-POL check here . . . <input type="checkbox"/>	b Total tax (Form 1120-POL, line 22)	3b _____
4a Form 990-PF check here . . . <input type="checkbox"/>	b Tax based on investment income (Form 990-PF, Part V, line 5) . . .	4b _____
5a Form 8868 check here . . . <input type="checkbox"/>	b Balance due (Form 8868, line 3c)	5b _____
6a Form 990-T check here . . . <input type="checkbox"/>	b Total tax (Form 990-T, Part III, line 4)	6b _____
7a Form 4720 check here . . . <input type="checkbox"/>	b Total tax (Form 4720, Part III, line 1)	7b _____
8a Form 5227 check here . . . <input type="checkbox"/>	b FMV of assets at end of tax year (Form 5227, Item D)	8b _____
9a Form 5330 check here . . . <input type="checkbox"/>	b Tax due (Form 5330, Part II, line 19)	9b _____
10a Form 8038-CP check here . . . <input type="checkbox"/>	b Amount of credit payment requested (Form 8038-CP, Part III, line 22)	10b _____

Part II Declaration and Signature Authorization of Officer or Person Subject to Tax

Under penalties of perjury, I declare that ☒ I am an officer of the above entity or ☐ I am a person subject to tax with respect to (name of entity) _____, (EIN) _____ and that I have examined a copy of the 2023 electronic return and accompanying schedules and statements, and, to the best of my knowledge and belief, they are true, correct, and complete. I further declare that the amount in Part I above is the amount shown on the copy of the electronic return. I consent to allow my intermediate service provider, transmitter, or electronic return originator (ERO) to send the return to the IRS and to receive from the IRS (a) an acknowledgement of receipt or reason for rejection of the transmission, (b) the reason for any delay in processing the return or refund, and (c) the date of any refund. If applicable, I authorize the U.S. Treasury and its designated Financial Agent to initiate an electronic funds withdrawal (direct debit) entry to the financial institution account indicated in the tax preparation software for payment of the federal taxes owed on this return, and the financial institution to debit the entry to this account. To revoke a payment, I must contact the U.S. Treasury Financial Agent at 1-888-353-4537 no later than 2 business days prior to the payment (settlement) date. I also authorize the financial institutions involved in the processing of the electronic payment of taxes to receive confidential information necessary to answer inquiries and resolve issues related to the payment. I have selected a personal identification number (PIN) as my signature for the electronic return and, if applicable, the consent to electronic funds withdrawal.

PIN: check one box only☐ I authorize _____

ERO firm name

to enter my PIN

--	--	--	--	--

as my signature

Enter five numbers, but
do not enter all zeros

on the tax year 2023 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I also authorize the aforementioned ERO to enter my PIN on the return's disclosure consent screen.

☒ As an officer or person subject to tax with respect to the entity, I will enter my PIN as my signature on the tax year 2023 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I will enter my PIN on the return's disclosure consent screen.

Signature of officer or person subject to tax _____

Date 11/13/2024

Part III Certification and Authentication

ERO's EFIN/PIN. Enter your six-digit electronic filing identification number (EFIN) followed by your five-digit self-selected PIN.

1	1	5	0	7	9	6	3	0	0	0
---	---	---	---	---	---	---	---	---	---	---

Do not enter all zeros

I certify that the above numeric entry is my PIN, which is my signature on the 2023 electronically filed return indicated above. I confirm that I am submitting this return in accordance with the requirements of **Pub. 4163**, Modernized e-File (MeF) Information for Authorized IRS e-file Providers for Business Returns.

ERO's signature _____

Date 11/13/2024

ERO Must Retain This Form — See Instructions
Do Not Submit This Form to the IRS Unless Requested To Do So

**990-EZ, 990, 990-T and 990-PF
Information Worksheet**

2023

Part I – Identifying Information

Employer Identification Number . 11-1677136

Name MATTITUCK-LAUREL LIBRARY

Doing Business As _____

Address P.O. BOX 1437 Room/Suite . _____

City MATTITUCK State . . . NY ZIP Code . . 11952-0991

Province/State _____ Foreign Postal Code . . _____

Foreign Code _____ Foreign Country _____

Telephone Number (631) 298-4134 Extension . _____ Foreign Phone No. _____

Fax _____ E-Mail Address . . shauna.scholl@mattlibrary.org

☐ **Eligible for hurricane tax relief legislation benefits, check here**

Part II – Type of Return

IMPORTANT

For tax years beginning on or after July 2, 2019, section 3101 of P.L. 116-25 requires that returns by exempt organizations be filed electronically. The appropriate electronic filing box(es) must be checked in Part VII - Electronic Filing Information.

<input type="checkbox"/> Form 990-EZ only	<input type="checkbox"/> Form 990-EZ and Form 990-T
<input checked="" type="checkbox"/> Form 990 only	<input type="checkbox"/> Form 990 and Form 990-T
<input type="checkbox"/> Form 990-PF only	<input type="checkbox"/> Form 990-PF and Form 990-T
<input type="checkbox"/> Form 990-T only	<input type="checkbox"/> Form 990-N (gross receipts \$50,000 or less)

☐ **QuickBooks Import Users & 990 to 990-EZ Data Transfer Option:** Check if you're filing the EZ & want 990 imported data copied to the EZ **OR** for those not importing from QuickBooks who transferred from prior year 990 and now qualify to file the EZ this year, check this box to transfer 990 data to the EZ.

IMPORTANT

Before transferring data from Form 990 to Form 990-EZ, refer to "How to transfer data from filing Form 990 to 990-EZ" listed above in the Most Common Support Questions or Tax Help for this line.

Part III – Type of Organization

<input checked="" type="checkbox"/> 501(c) Corporation/Association	<u>3</u> (subsection number)	<input type="checkbox"/> 220(e) Trust
<input type="checkbox"/> 501(c) Trust	_____ (subsection number)	<input type="checkbox"/> 408A Trust
<input type="checkbox"/> 4947(a)(1) Trust		<input type="checkbox"/> 529(a) Corporation
<input type="checkbox"/> 408(e) Trust		<input type="checkbox"/> 529(a) Trust
<input type="checkbox"/> 401(a) Trust		<input type="checkbox"/> 530(a) Trust
<input type="checkbox"/> Public College or University	Corporation/Association <input type="checkbox"/>	<input type="checkbox"/> 527 Organization
<input type="checkbox"/> Other <u>CHARTER</u> (describe)	Or Trust <input type="checkbox"/>	<input type="checkbox"/> 501(c) Association
<input type="checkbox"/> 6417(d)(1)(A) Applicable Entity		

Part IV – Tax Year and Filing Information

☒ Calendar year

☐ Fiscal year — Ending month . . . _____

☐ Short year — Beginning date . . _____ Ending date . . . _____

☐ Change of Accounting Period _____

☒ Check this box if the organization is enrolled in the Electronic Federal Tax Payment System (EFTPS)

Part V – 2023 Estimated Taxes Paid
☐ Check this box if the organization is a private foundation

Form 990-T

Form 990-PF

Amount of 2022 overpayment credited to 2023 estimated tax

Payment Quarters	Due Date	Form 990-T		Form 990-PF	
		Date Paid	Amount Paid	Date Paid	Amount Paid
1st Quarter Payment	04/18/23				
2nd Quarter Payment	06/15/23				
3rd Quarter Payment	09/15/23				
4th Quarter Payment	12/15/23				
Additional Payment 1					
Additional Payment 2					
Additional Payment 3					
Additional Payment 4					

Part VI - Taxpayer Signature Information

Officer's Name SHAUNA

SCHOLL

Officer's SSN XXX-XX-3310

Officer's Title

EXECUTIVE DIRECTOR

Officer's Phone number

Part VII – Electronic Filing Information

IMPORTANT: Do **not** use the Miscellaneous Statement **or** Additional Information if filing Form 990 or Form 990-EZ. These statements will **not** be transmitted with the return. Use Schedule O or the applicable Supplemental Information for the appropriate Schedule.

Choose Returns to be Filed Electronically:**Note:** Returns represented by gray bars are not supported by ProSeries or Taxing Agency.

Filings To	Original Return	Extension	Amended Return	Estimated Payments			
				1	2	3	4
Federal Filings							
990, 990-EZ, 990-PF, or 990-N . . ▶	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
990-T ▶	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Form 114 (FBAR). ▶	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

State Filings

Information Only: Selection of

state/city return(s) was made . . . ▶

California Form 199 ▶

California Form 109 ▶

QuickZoom to the Electronic Filing Information Worksheet ▶**QuickZoom** to the Form 8868 Electronic Filing Information Worksheet ▶**Practitioner PIN program:**☒ Sign this return electronically using the Practitioner PIN☐ ERO entered PIN

Officer's PIN (enter any 5 numbers) . . 77136

Date PIN entered 11/13/2024

Responsible Party Information:

Yes No

☐ ☐ Is Form 8822-B required to report a change of responsible party?

Part VIII – Electronic Funds Withdrawal Information (Form 990-PF and Form 990-T filers only)**Yes No**

☐ ☐ Use electronic funds withdrawal of **Form 990-PF Return** balance due (EF Only)?
☐ ☐ Use electronic funds withdrawal of **Form 990-PF Extension** Form 8868 balance due (EF Only)?
☐ ☐ Use electronic funds withdrawal of **Form 990-PF Amended** balance due (EF Only)?

☐ ☐ Use electronic funds withdrawal of **Form 990-T Return** balance due? (EF Only)
☐ ☐ Use electronic funds withdrawal of **Form 990-T Extension** Form 8868 balance due? (EF Only)
☐ ☐ Use electronic funds withdrawal of **Form 990-T Amended** balance due? (EF Only)

Bank InformationCheck to confirm transferred account information (which appears in green) is correct . . . ☐

Name of Financial Institution (optional) . . . _____

Check the appropriate box . . . ☐ Checking ☐ Savings

Routing number . . . _____

Account number . . . _____

Form 990-PF Payment Information

Enter the Form 990-PF payment date . . . _____
 Balance due amount from this Form 990-PF return . . . _____
 Enter an amount to withdraw tax payment . . . _____
 If partial payment is made, the remaining balance due . . . _____
 Enter the Form 990-PF Extension payment date . . . _____
 Balance due amount from this 990-PF Extension . . . _____
 Payment date for amended Form 990-PF returns . . . _____
 Balance due amount for amended Form 990-PF return . . . _____

Form 990-T Payment Information

Enter the Form 990-T payment date . . . _____
 Balance due amount from this 990-T return . . . _____
 Enter the Form 990-T Extension payment date . . . _____
 Balance due amount from this 990-T Extension . . . _____
 Enter the amended Form 990-T payment date . . . _____
 Balance due amount from Form 990-T amended . . . _____

Date 990-T Exempt Organization Return was EFiled . . . _____
 Date 990-T Exempt Organization Return was accepted . . . _____
 Date 990-T Exempt Organization Extension was EFiled . . . _____
 Date 990-T Exempt Organization Extension was accepted . . . _____
 Date 990-T Exempt Organization Amended Return was EFiled . . . _____
 Date 990-T Exempt Organization Amended Return was accepted . . . _____

Part IX – Information for Client Letter

	Form 990-EZ or Form 990	Form 990-PF	Form 990-T
Extended Due Date	11/15/24		

Letter Salutation . . MATTITUCK-LAUREL LIBRARY

Part X – Return Preparer

Enter preparer code from Firm/Preparer Info (See Help) . . . MC

QuickZoom to Firm/Preparer Info . . . ► _____**QuickZoom** to Form 990-EZ, Pages 1 through 4 . . . ► _____**QuickZoom** to Form 990, Page 1 . . . ► _____**QuickZoom** to Form 990-PF, Page 1 . . . ► _____**QuickZoom** to Form 990-T, Page 1 . . . ► _____**QuickZoom** to Form 990-N, e-PostCard . . . ► _____**QuickZoom** to Client Status . . . ► _____

IRS e-file Authentication Statement**2023**

► Keep for your records

Name(s) Shown on Return

MATTITUCK-LAUREL LIBRARY

Employer ID No.

11-1677136

A – Practitioner PIN Authorization**QuickZoom** to the Federal Information Worksheet to enter PIN information ► _____

Please indicate how the taxpayer(s) PIN(s) are entered into the program.

Officer entered PIN ► ☒ERO entered Officer's PIN ► ☐**B – Signature of Electronic Return Originator****ERO Declaration:**

I declare that the information contained in this electronic tax return is the information furnished to me by the Corporation. If the Exempt Organization furnished me a completed tax return, I declare that the information contained in this electronic tax return is identical to that contained in the return provided by the Exempt Organization. If the furnished return was signed by a paid preparer, I declare I have entered the paid preparer's identifying information in the appropriate portion of this electronic return. If I am the paid preparer, under the penalties of perjury, I declare that I have examined this electronic return, and to the best of my knowledge and belief, it is true, correct, and complete. This declaration is based on all information of which I have any knowledge.

I am signing this Tax Return by entering my PIN below.ERO's PIN (EFIN followed by any 5 numbers) EFIN 115079 Self-Select PIN 63000**C – Signature of Officer****Perjury Statement:**

Under penalties of perjury, I declare that I am an officer of the above Exempt Organization and that I have examined a copy of the Exempt Organization's 2023 electronic income tax return and accompanying schedules and statements and to the best of my knowledge and belief, it is true, correct, and complete.

Consent to Disclosure:

I consent to allow my electronic return originator (ERO), transmitter, or intermediate service provider to send the Exempt Organization's return to the IRS and to receive from the IRS (a) an acknowledgment of receipt or reason for rejection of the transmission, (b) an indication of any refund offset, (c) the reason for any delay in processing the return or refund, and (d) the date of any refund.

Electronic Funds Withdrawal Consent (if applicable):

I authorize the U.S. Treasury and its designated Financial Agent to initiate an electronic funds withdrawal (direct debit) entry to the financial institution account indicated in the tax preparation software for payment of the Exempt Organization's federal taxes owed on this return, and the financial institution to debit the entry to this account. To revoke a payment, I must contact the U.S. Treasury Financial Agent at 1-888-353-4537 no later than 2 business days prior to the payment (settlement) date. I also authorize the financial institution involved in the processing of the electronic payment of taxes to receive confidential information necessary to answer inquiries and resolve issues related to the payment.

I am signing this Tax Return and Electronic Funds Withdrawal Consent, if applicable, by entering my self-selected PIN below.Officer's PIN 77136Date 11/13/2024

- Keep for your records

Identifying number
11-1677136

Name Control, enter here to override default MATT

MATTITUCK-LAUREL LIBRARY

FINANCIAL STATEMENTS

DECEMBER 31, 2023

**MATTITUCK-LAUREL LIBRARY
INDEX TO FINANCIAL STATEMENTS
DECEMBER 31, 2023**

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Covati & Janhsen CPAs, P.C.
Certified Public Accountants
12 Walnut Street
Port Jefferson, New York 11777

Telephone
(631) 928-6300

Fax
(631) 928-6333

INDEPENDENT AUDITOR'S REPORT

Board of Directors
Mattituck-Laurel Library
Mattituck, New York

We have audited the accompanying financial statements of Mattituck-Laurel Library (a nonprofit organization), which comprise the statements of financial position as of December 31, 2023 and 2022 and the related statements of activities, functional expenses and cash flows for the years then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatements.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to Mattituck-Laurel Library's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Mattituck-Laurel Library's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Members of American Institute of Certified Public Accountants,
New York State Society of Certified Public Accountants

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Mattituck-Laurel Library as of December 31, 2023 and 2022, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Covati & Janhsen CPAs, P.C.

Covati & Janhsen CPAs, P.C.

Port Jefferson, New York
November 5, 2024

MATTITUCK-LAUREL LIBRARY
STATEMENTS OF FINANCIAL POSITION
DECEMBER 31,

ASSETS

	<u>2023</u>	<u>2022</u>
<u>Current Assets:</u>		
Cash	\$ 1,054,991	\$ 901,332
Grants Receivable	<u>-0-</u>	<u>22,424</u>
Total Current Assets	1,054,991	923,756
<u>Property and Equipment, Net of Accumulated Depreciation</u> <u>of \$3,644,510 and \$3,434,970, Respectively</u>	<u>1,988,009</u>	<u>2,069,610</u>
 TOTAL ASSETS	 <u>\$ 3,043,000</u>	 <u>\$ 2,993,366</u>

LIABILITIES AND NET ASSETS

<u>Current Liabilities:</u>		
Accounts Payable	3,508	1,999
Mortgage Loan Payable	<u>85,169</u>	<u>79,398</u>
Total Current Liabilities	88,677	81,397
 <u>Long Term Liabilities:</u>		
Mortgage Loan Payable	<u>64,870</u>	<u>228,152</u>
Total Liabilities	153,547	309,549
 <u>Net Assets:</u>		
<u>Without Donor Restrictions</u>		
Non-Designated Net Assets	2,546,412	2,362,109
Board Designated Net Assets	<u>343,041</u>	<u>321,708</u>
Total Net Assets	<u>2,889,453</u>	<u>2,683,817</u>
 TOTAL LIABILITIES AND NET ASSETS	 <u>\$ 3,043,000</u>	 <u>\$ 2,993,366</u>

See accompanying notes and independent auditor's report.

**MATTITUCK-LAUREL LIBRARY
STATEMENTS OF ACTIVITIES
FOR THE YEARS ENDED DECEMBER 31,**

	<u>2023</u>	<u>2022</u>
<u>CHANGES IN NET ASSETS WITHOUT DONOR RESTRICTIONS:</u>		
<u>Revenues:</u>		
<u>Program Services:</u>		
Tax Revenue	\$ 1,583,343	\$ 1,550,124
Charges for Library Services	<u>7,099</u>	<u>6,938</u>
Total Program Services	1,590,442	1,557,062
<u>Support Services:</u>		
Donations	55,595	39,032
Grants	-0-	22,424
Interest Income	288	254
Other	<u>27,281</u>	<u>8,253</u>
Total Support Services	<u>83,164</u>	<u>69,963</u>
Total Revenue Without Donor Restrictions	1,673,606	1,627,025
<u>Expenses:</u>		
<u>Program Services:</u>		
Library Services	1,314,858	1,321,439
<u>Support Services:</u>		
Management and General Operations	<u>153,112</u>	<u>165,588</u>
Total Expenses	1,467,970	1,487,027
<u>Other Income and Expenses:</u>		
Loss on Disposal of Asset	<u>-0-</u>	<u>(6,588)</u>
Increase in Net Assets without Donor Restrictions	205,636	133,410
Net Assets Without Donor Restrictions - Beginning of Year	<u>2,683,817</u>	<u>2,550,407</u>
NET ASSETS WITHOUT DONOR RESTRICTIONS - END OF YEAR	<u>\$ 2,889,453</u>	<u>\$ 2,683,817</u>

See accompanying notes and independent auditor's report.

**MATTITUCK-LAUREL LIBRARY
STATEMENTS OF FUNCTIONAL EXPENSES
FOR THE YEARS ENDED DECEMBER 31,**

	<u>2023</u>	<u>2022</u>
<u>Program Services:</u>		
<u>Library Program Services:</u>		
Personnel	\$ 798,906	\$ 850,953
Books and Related Subjects	90,388	67,921
Building and Occupancy	103,753	102,515
Insurance	27,963	28,181
Depreciation	188,586	185,140
Office Equipment and Supplies	33,059	34,101
Dues, Licenses and Memberships	40,500	35,200
Printing and Postage	29,056	13,525
Miscellaneous	<u>2,647</u>	<u>3,903</u>
Total Library Program Services	<u>1,314,858</u>	<u>1,321,439</u>
 TOTAL PROGRAM SERVICES	 <u><u>\$ 1,314,858</u></u>	 <u><u>\$ 1,321,439</u></u>
 <u>Support Services:</u>		
<u>Management and General Operations:</u>		
Personnel	\$ 79,013	\$ 84,160
Building and Occupancy	11,528	11,391
Insurance	1,785	1,799
Office Equipment and Supplies	3,673	3,789
Professional Fees	23,865	24,314
Depreciation	20,954	20,571
Interest Expense	7,571	14,043
Printing and Postage	1,529	712
Miscellaneous	<u>3,194</u>	<u>4,809</u>
Total Management and General Operations Expenses	<u>153,112</u>	<u>165,588</u>
 TOTAL SUPPORT SERVICES	 <u><u>\$ 153,112</u></u>	 <u><u>\$ 165,588</u></u>

See accompanying notes and independent auditor's report.

**MATTITUCK-LAUREL LIBRARY
STATEMENTS OF CASH FLOWS
FOR THE YEARS ENDED DECEMBER 31,**

	<u>2023</u>	<u>2022</u>
<u>Cash Flows From Operating Activities:</u>		
Cash Received from Governments and Donors	\$ 1,695,742	\$ 1,604,347
Cash Paid to Suppliers and Employees	(1,249,350)	(1,271,289)
Interest Received	288	254
Interest Paid	(7,571)	(14,043)
Net Cash Flows Provided By Operating Activities	439,109	319,269
<u>Cash Flows From Investing Activities:</u>		
Payments for Purchases of Property and Equipment	(127,939)	(197,990)
<u>Cash Flows From Financing Activities</u>		
Repayment of Note Payable	(157,511)	(225,114)
Net Increase (Decrease) in Cash Balance	153,659	(103,835)
Cash Balance - Beginning of Year	<u>901,332</u>	<u>1,005,167</u>
CASH BALANCE - END OF YEAR	<u>\$ 1,054,991</u>	<u>\$ 901,332</u>
RECONCILIATION OF CHANGE IN NET ASSETS TO NET CASH FLOWS PROVIDED BY OPERATING ACTIVITIES:		
Increase in Net Assets without Donor Restrictions	\$ 205,636	\$ 133,410
<u>Adjustments to Reconcile Change in Net Assets to Net Cash Flows Provided By Operating Activities:</u>		
Depreciation	209,540	205,711
Loss on Disposal of Asset	-0-	6,588
<u>Change in Operating Assets and Liabilities:</u>		
Grants Receivable	22,424	(22,424)
Accounts Payable	<u>1,509</u>	<u>(4,016)</u>
Total Adjustments	<u>233,473</u>	<u>185,859</u>
NET CASH PROVIDED BY OPERATING ACTIVITIES	<u>\$ 439,109</u>	<u>\$ 319,269</u>

See accompanying notes and independent auditor's report.

MATTITUCK-LAUREL LIBRARY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2023

Note 1 - Summary of Significant Accounting Policies

Organization

Mattituck-Laurel Library (the "Organization") was chartered on March 31, 1910 by the University of the State of New York and qualifies as a tax-exempt organization under section 501(c)(3) of the Internal Revenue Code and, as such, its income is not subject to federal or state income taxes. The Organization is a community service organization that was established to offer library services to the residents of Mattituck and surrounding towns. The Organization is primarily funded by real estate tax revenues. The Board of Trustees is responsible for preparation of the annual budget, disbursement of funds, maintenance of assets and overseeing management control. The Organization's management is responsible for the day to day operations.

Use of Estimates

The presentation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from these estimates.

Basis of Accounting

The books of account are maintained on the accrual basis of accounting. Revenue is recorded as earned and expenses are recorded when incurred.

Basis of Presentation

Financial statement presentation follows the recommendations of Accounting Standards Codification (ASC) 958-210-45-9, Financial Statements of Not-for-Profit Organizations. Under these standards, the Organization is required to report information regarding its financial position and activities according to two classes of net assets; with donor restrictions and without donor restrictions.

See independent auditor's report.

MATTITUCK-LAUREL LIBRARY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2023

Note 1 - Summary of Significant Accounting Policies (Continued)

Basis of Presentation (Continued)

With Donor Restrictions	A donor stipulation that specifies a use for a contributed asset that is more specific than broad limits resulting from the following: <ul style="list-style-type: none">- The nature of the Organization- The environment in which it operates- The purposes specified in its articles of incorporation or bylaws
Without Donor Restrictions	The part of Net Assets of the Organization that is not subject to donor-imposed restrictions

As of December 31, 2023 and 2022, the Organization does not have any net assets with donor restrictions.

Net Program Service Revenue

The Organization records net program service revenue based upon revenue received from the Mattituck-Cutchoque School District based on an annual budget submitted by the Board of Trustees. Upon approval, the amount is disbursed by the school district. The Organization also charges for the use of its publicly available office equipment.

Revenue may be recognized at a "point in time" or "over time". Revenue is generally recognized at a point in time if the revenue is based solely on a transfer of goods or the completion of a service. Revenue is recognized over time when the goods or services are produced and ownership of them is transferred over a period of time. All of the Organization's revenue is recognized as point in time revenue.

All sources of revenue are funded by the public, the majority of which is paid through the Town of Southold. These revenues are dependent on the public's view of the necessity and continued use of the Organization's services.

Donated Services

No amounts have been reflected in the financial statements for donated services. The Organization pays all library staff.

See independent auditor's report.

MATTITUCK-LAUREL LIBRARY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2023

Note 1 - Summary of Significant Accounting Policies (Continued)

Property and Equipment

Property and equipment are stated at cost. Those assets acquired by gift are carried at fair market value established at the date of acquisition. Expenditures for additions, renewals, and betterments are capitalized; expenditures for maintenance and repairs are charged to expenses as incurred. Depreciation is computed using the straight line method over the useful life of the asset.

Estimated useful lives are as follows:

<u>Asset Classification</u>	<u>Depreciable Life</u>
Buildings and Structures	20-50 years
Permanent Fixtures	10 years
Furnishings and Equipment	5 years
Computer Equipment	5 years
Library Materials	5 years
Telephone System	10 years

The costs of fully depreciated assets still in use are included in the respective asset and accumulated depreciation accounts. Upon retirement or disposal of assets, the cost and accumulated depreciation are eliminated from the accounts, and the resulting gain or loss is included in determining the results of operations.

Functional Allocation of Expenses

The costs of providing the various programs and other activities have been summarized on a functional basis in the statements of activities. The financial statements report certain categories of expenses that are attributable to one or more program or supporting functions of the Organization. Those expenses include depreciation and insurance. Depreciation is allocated based on the use of the asset being depreciated. Insurance is allocated based on the subject of each policy.

Income Tax Status

The Organization is exempt from federal income taxes under Internal Revenue Code Section 501(c) (3) and applicable New York State law. The Organization files its Form 990 with federal and state authorities in New York State. As of fiscal year ended December 31, 2023, tax years subsequent to December 31, 2019, remain subject to examination by all tax jurisdictions.

See independent auditor's report.

MATTITUCK-LAUREL LIBRARY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2023

Note 1 - Summary of Significant Accounting Policies (Continued)

Subsequent Events

The Company has evaluated events and transactions that occurred through November 5, 2024, which is the date the financial statements were available to be issued, for possible disclosure and recognition in the financial statements.

Compensated Absences

The Organization allows full-time employees to accrue both sick and vacation time. Sick time can be carried forward for a maximum of six weeks and vacation time is not permitted to be carried forward to subsequent years. Part-time employees only accrue vacation time, which cannot be carried forward to subsequent years. The Organization does not accrue compensated absences as it is deemed immaterial.

Cash Equivalents

For purposes of the statement of cash flows, the Organization considers all highly liquid debt instruments purchased with a maturity of three months or less to be cash equivalents.

Note 2 - Availability of Organization's Financial Assets

The Organization has \$1,054,991 of financial assets available within one year of the balance sheet date to meet cash needs for general expenditure consisting of checking and money market accounts. None of the financial assets are subject to donor or other contractual restrictions that make them unavailable for general expenditure within one year of the balance sheet date. Although the Organization's total financial assets do not exceed one year of expenditures, which were \$1,467,970 for the year ended December 31, 2023, the Organization has a policy to structure its financial assets to be available as its general expenditures, liabilities, and other obligations come due. The Organization's primary source of revenue is tax revenue received from the Mattituck-Cutchoque School District each year which is based on a budget submitted by the Organization. In addition, as part of its liquidity management, the Organization keeps its cash in money market accounts, which are available immediately.

See independent auditor's report.

MATTITUCK-LAUREL LIBRARY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2023

Note 3 - Property and Equipment

Property and equipment consists of the following as of December 31,:

	2023	2022
Land	\$ 2,000	\$ 2,000
Building and Structures	2,744,335	2,744,335
Permanent Fixtures	191,825	191,825
Furnishings and Equipment	186,943	182,249
Computer Equipment	88,624	86,224
Library Materials	2,406,715	2,285,870
Telephone System	12,077	12,077
 Total Property and Equipment	 5,632,519	 5,504,580
Accumulated Depreciation	(3,644,510)	(3,434,970)
 Net Property and Equipment	 <u>\$ 1,988,009</u>	 <u>\$ 2,069,610</u>

Depreciation expense for the years ended December 31, 2023 and 2022 was \$209,540 and \$205,711 respectively.

Note 4 - Board Designated Assets

The Board of Directors of the Organization has designated certain assets to be set aside for certain future expenditures. These designations are non-binding, the Board may re-designate these assets among the categories, or to the general operating account at any time as they deem necessary. The Board Designated Net Assets are as follows as of December 31,:

	2023	2022
Building Reserve	\$ 343,041	\$ 321,708
 Total Board Designated Assets	 <u>\$ 343,041</u>	 <u>\$ 321,708</u>

Note 5 - Commitments and Contingencies

The Organization's cash balances are deposited in various accounts at one financial institution which is covered by the Federal Deposit Insurance Corporation ("FDIC"). The FDIC insures interest bearing accounts at these institutions up to a balance of \$250,000. In the normal course of business, the Company has deposits that exceed the insured balances. The possibility of loss exists if a bank holding excess balances were to fail. The Organization has \$818,214 in bank deposits that exceed the insured limits as of December 31, 2023.

See independent auditor's report.

MATTITUCK-LAUREL LIBRARY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2023

Note 6 - Concentration Risk

For the years ended December 31, 2023 and 2022, the Organization received revenue from one school district totaling \$1,583,343 and \$1,550,124, respectively. This represents 92.5% and 95.3%, respectively, of total revenues and gains. The loss of funding from this school district could have a material adverse effect on the Organization.

Note 7 - Mortgage Loan Payable

The Organization has a mortgage loan payable to a financial institution dated September 21, 2021 payable in monthly installments of \$7,430, which includes principal and interest at 3.6%. The final payment is due July 18, 2025. The loan is secured by the Organization's building assets. Interest expense on this loan for the years ended December 31, 2023 and 2022 was \$7,571 and \$14,043, respectively.

Maturities over the next five years for installment loans payable are as follows:

	Principal Due
For the Year Ended December 31, 2024	\$ 85,169
For the Year Ended December 31, 2025	<u>64,870</u>
Total Future Principal Payments	<u>\$ 150,039</u>

Note 8 - Pension Plan

The Organization sponsors a defined contribution plan for employees who work at least 1,000 hours per year and have one year of service with the organization. The organization contributes 7% of an eligible employee's compensation as defined by the plan. Eligible employees are immediately vested. Pension expense for the years ended December 31, 2023 and 2022 was \$41,152 and \$40,831, respectively. This is presented in Personnel on the Statements of Functional Expenses in these financial statements.

Note 9 - Related Party Transactions

The Organization receives donations from Friends of the Mattituck Free Library, Inc., an affiliated tax exempt organization, which provides fundraising efforts to support library programs offered to the public. Donations received from this Organization totaled \$10,000 and \$10,000 for the years ended December 31, 2023 and 2022, respectively.

See independent auditor's report.



Mattituck-Laurel
LIBRARY

Warrants / Expenses

These are the expenses for the month and year of October 2024

To be approved at the Library Board Meeting on November 18, 2024

Operating Account Total \$ 111,663.73

 Payroll \$ 80,449.42

 Non Payroll \$ 31,214.31

Cultural Activities Fund \$ 750.00

Money Market Account \$0

Building Fund Savings \$0

Building Fund Checking \$ 656.81

Donations in excess of \$1,000 None

October payroll included five (5) payroll check dates.

11/03/24

**Mattituck-Laurel Library
Fund Balance Report**

	Jan - Oct 24
General Fund	
Operating Fund	344,415.51
Building Fund	
Checking	279,146.89
Savings	57,310.84
Total Building Fund	336,457.73
Total General Fund	680,873.24
Cultural Activities Fund	
Coffee Machine	709.67
Teen Programs	243.96
Children's Programs	1,226.17
Staff Activity Fund	671.96
Adult Programs Wash Account	8,778.71
Designated Gifts	657.80
Parent-Toddler Programs	64.23
Staff Ordering Account	-118.19
Total Cultural Activities Fund	12,234.31
Gift and Trust Fund - MM	
Claire Lincoln Memorial	2,637.09
Local History Books	26,695.05
Undesignated & Interest	43,295.43
Capital Reserve Fund	560,403.44
Unemployment Insurance	30,000.00
Total Gift and Trust Fund - MM	663,031.01
TOTAL	1,356,138.56

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Mattituck-Laurel Library
Monthly Expense Report - Operating Fund (Non Payroll)
October 2024

Date	Name	Memo	Original Amount	Paid Amount
Library Materials				
Youth Materials				
Youth Arts & Crafts				
10/23/2024	Karen Letteriello.	Foil	6.82	6.82
10/24/2024	Business Card	Fall and Winter Backdrops	22.78	22.78
10/24/2024	Business Card	Rolled brown paper, Air dry clay, bul...	179.23	179.23
Total Youth Arts & Crafts				208.83
Youth DVD's				
10/08/2024	Midwest Tape	506088111	25.19	25.19
Total Youth DVD's				25.19
Youth Computer Software				
10/24/2024	Business Card	Astro Bot, Super Monkey, Paper Mar...	180.45	180.45
Total Youth Computer Software				180.45
Youth Books				
10/06/2024	B&T Juvenile Account	September Invoices	935.18	935.18
Total Youth Books				935.18
Total Youth Materials				1,349.65
Adult Materials				
DVD/Music CD				
10/06/2024	ELM USA, Inc.	PRO-03584B Monthly min. chrg. / Pr...	25.00	25.00
10/08/2024	Midwest Tape	506088113	16.79	16.79
10/08/2024	Midwest Tape	506127633	25.19	25.19
10/23/2024	Midwest Tape	506175981	25.19	25.19
10/23/2024	Midwest Tape	506175982	23.09	23.09
10/23/2024	Midwest Tape	506175983	20.99	20.99
Total DVD/Music CD				136.25
Digital Material Subscriptions				
10/03/2024	Kanopy, Inc.	138 Tickets, 1 Credit KKids	143.00	143.00
10/03/2024	Midwest Tape	Hoopla Month ending 9/30/2024	158.31	158.31
Total Digital Material Subscriptions				301.31
Adult Books				
10/05/2024	B&T Adult Account	September invoices	1,677.92	1,677.92
10/24/2024	Business Card	Transforming Stigma book	19.99	19.99
Total Adult Books				1,697.91
Adult Ref Books				
Continuations				
10/15/2024	Nassau County Library Associati...	Directory of Long Island Libraries an...	73.45	73.45
Total Continuations				73.45
Total Adult Ref Books				73.45
Large Print Books				
10/05/2024	B&T Adult Account	September invoices	317.36	317.36
Total Large Print Books				317.36
Newspapers				
10/03/2024	Newsday	Subscription period 10/09/24 thru 12...	319.92	319.92
Total Newspapers				319.92
Total Adult Materials				2,846.20
Teen Materials				
10/06/2024	B&T Teen Account	September Invoices	59.56	59.56

11/03/24

Mattituck-Laurel Library
Monthly Expense Report - Operating Fund (Non Payroll)
October 2024

Date	Name	Memo	Original Amount	Paid Amount
Total Teen Materials				59.56
Total Library Materials				4,255.41
Technology				
10/02/2024	Shauna Scholl.	Reimburse HDMI Cable 25'	79.99	79.99
10/06/2024	PM Communications Corp.	Monthly Maintenance	117.89	117.89
10/24/2024	Business Card	HDMI Cables	14.53	14.53
10/28/2024	Elan Financial Services	Siteground Hosting	621.75	621.75
Total Technology				834.16
Operations and Maintenance				
Building Maintenance				
Aquarium Maintenance				
10/18/2024	Living Art Aquariums	Service 9/10/24 and 9/24/24, Fish fo...	225.00	225.00
Total Aquarium Maintenance				225.00
HVAC Maintenance				
10/18/2024	Kolb Service Corp.	Replaced broken blower fan belt	36.00	36.00
Total HVAC Maintenance				36.00
Exterminator				
10/30/2024	Hampton Pest Management, Inc.	Termite Bait Station Inspection	90.00	90.00
10/30/2024	Hampton Pest Management, Inc.	Rodent Control	125.00	125.00
Total Exterminator				215.00
Security Monitoring				
10/03/2024	Suffolk Security Systems, Inc.	Standard Digital Monitoring 11/01/20...	122.85	122.85
Total Security Monitoring				122.85
Total Building Maintenance				598.85
Electric				
10/28/2024	PSEGLI	Service from Sep 20, 2024 - Oct 21,...	1,752.21	1,752.21
Total Electric				1,752.21
Grounds Maintenance				
Other Grounds Maintenance				
10/03/2024	Twin Fork Landscape Contracting	6 Cuts - 9/3,9/10,9/16,9/23, Bed Mai...	625.00	625.00
Total Other Grounds Maintenance				625.00
Total Grounds Maintenance				625.00
Water				
North Fork Water				
10/16/2024	ReadyRefresh	Qty 7 Water 5 gal bottles / used cred...	6.99	6.99
Total North Fork Water				6.99
Total Water				6.99
Garbage Removal				
10/16/2024	Mattituck Environmental Services	4 YD Trash Service	277.99	277.99
Total Garbage Removal				277.99
Total Operations and Maintenance				3,261.04
Miscellaneous Expense				
Maintenance Office Equipment				
Optimum Internet Service				
10/18/2024	Optimum	Billing period 10/16/24 - 11/15/24	260.00	260.00
Total Optimum Internet Service				260.00
Computer/Network Maintenance				

11/03/24

Mattituck-Laurel Library
Monthly Expense Report - Operating Fund (Non Payroll)
October 2024

Date	Name	Memo	Original Amount	Paid Amount
10/28/2024	L2J Consulting, Inc.	Monthly IT Support / October 2024	1,000.00	1,000.00
	Total Computer/Network Maintenance			1,000.00
	Computer Software Licenses			
10/28/2024	Elan Financial Services	DRI*CrashPlan	32.55	32.55
	Total Computer Software Licenses			32.55
	Total Maintenance Office Equipment			1,292.55
	Membership			
	Professional Memberships			
10/02/2024	Long Island Library Resources	Membership	850.00	850.00
	Total Professional Memberships			850.00
	Total Membership			850.00
	Postage			
	Newsletter mailing			
10/24/2024	Postmaster	November/December Newsletter Mai...	419.80	419.80
	Total Newsletter mailing			419.80
	Total Postage			419.80
	Printing & Advertising			
	Other printing & advertising			
10/18/2024	SCLS	SLED Fees for Pumpkin Lighting 10/...	225.00	225.00
	Total Other printing & advertising			225.00
	Newsletter printing			
10/26/2024	Pine Barrens Printing	November/December Newsletter Pri...	3,608.00	3,608.00
	Total Newsletter printing			3,608.00
	Total Printing & Advertising			3,833.00
	Professional Fees			
	PALS Membership			
10/05/2024	SCLS-PALS	PALS Maintenance & Access Fee - ...	2,798.69	2,798.69
	Total PALS Membership			2,798.69
	SCLS/Overdue Notices			
10/03/2024	SCLS	Overdues - Processed & Mailed- Se...	18.62	18.62
	Total SCLS/Overdue Notices			18.62
	Total Professional Fees			2,817.31
	Programs - Adult			
	Adult Programs			
10/02/2024	Renato Stafford	Preserving Your Organic Harvest 9/2...	350.00	350.00
10/08/2024	KFB Enterprises	Historic Crimes of LI 10/8/24	275.00	275.00
10/08/2024	St. George Living History Produc...	Robin Williams 9/26/24	225.00	225.00
10/16/2024	Lisa Baglivi	Draw Series 10/3 to 10/17	1,050.00	1,050.00
10/16/2024	New York Historical Society	Salem Witch 10/15/24	250.00	250.00
10/16/2024	Southold Free Library	Beer class 10/6/24 / Shared Program	66.50	66.50
10/24/2024	Brian D. Collins	Cajun Thanksgiving 10/22/24 21 att...	294.00	294.00
10/28/2024	Elan Financial Services	Zoom	63.96	63.96
10/29/2024	Garrison G. Lutz	Dracula 10/28/24	200.00	200.00
	Total Adult Programs			2,774.46
	Total Programs - Adult			2,774.46
	Programs - Juvenile			
10/05/2024	Nicole Summers Sparling	Baby Boogie, Toddler Tango 10/7/24	350.00	350.00
10/11/2024	Lilly Hayes	Face Painting/Balloons 10/11/24 Pu...	550.00	550.00
10/23/2024	Joanne Hruz.	Ghost peeps, Gingerbread houses, ...	362.07	362.07

11/03/24

Mattituck-Laurel Library
Monthly Expense Report - Operating Fund (Non Payroll)
October 2024

Date	Name	Memo	Original Amount	Paid Amount
10/23/2024	Karen Letteriello.	Spaghetti, Mac n Cheese for Family ...	18.90	18.90
10/24/2024	Business Card	Batteries for pumpkin lights, Popcor...	27.29	27.29
Total Programs - Juvenile				1,308.26
Programs - Teen				
10/24/2024	Cutchogue-New Suffolk Free Lib...	Zombie Workshop for Teens 10/15/2...	150.00	150.00
Total Programs - Teen				150.00
Supplies - Library				
10/16/2024	Quill Corporation	Qty 8 - Scotch Book Tape 2x540	86.88	86.88
10/23/2024	Demco	Qty 4 Roll PS Custom Labels 3/4" x ...	136.36	136.36
10/24/2024	Business Card	Ring Toss	20.58	20.58
10/24/2024	Business Card	Carrying Cases for Ring Toss and C...	35.89	35.89
10/24/2024	Business Card	Qty 4 Plungers for restrooms	47.18	47.18
10/24/2024	Business Card	Pumpkins for Pumpkin Lighting Event	135.00	135.00
10/24/2024	Business Card	Supplies for speed bump sign fix	36.44	36.44
10/28/2024	Elan Financial Services	Cricut	9.99	9.99
10/28/2024	Elan Financial Services	Barcodes / ID Label	264.83	264.83
10/31/2024	Quill Corporation	Book tape 4 x 15 yds	151.41	151.41
Total Supplies - Library				924.56
Supplies - Office				
10/16/2024	Quill Corporation	Qty 2 Bounty napkins 200 ct, Qty 1 - ...	39.17	39.17
10/24/2024	Business Card	Cricut scraper tool, Dawn soap	16.58	16.58
10/24/2024	Business Card	Calendar, LOT bag	21.98	21.98
10/26/2024	Quill Corporation	Tru red Shredder oil 14 oz	33.18	33.18
10/30/2024	SCLS	Trunk or Treat Tech Van 3 hours 10/...	225.00	225.00
10/31/2024	Quill Corporation	Coffeemate, Desk calendar, appoint...	112.35	112.35
10/31/2024	Quill Corporation	Hp 414A black toner cartridge, credit...	97.60	97.60
10/31/2024	Quill Corporation	Envelopes for checks	72.71	72.71
Total Supplies - Office				618.57
Supplies - Paper				
10/16/2024	Quill Corporation	Qty 6 - Hammermill 8.5x11 10Rm W...	277.94	277.94
Total Supplies - Paper				277.94
Telephone				
10/18/2024	Optimum	Billing period 10/16/24 - 11/15/24	146.07	146.07
Total Telephone				146.07
Travel				
10/23/2024	Karen Letteriello.	2 trips to Southold / Storytime	21.44	21.44
Total Travel				21.44
Total Miscellaneous Expense				15,433.96
Debt Service Total				
Mortgage Interest				
10/15/2024	Dime Community Bank	Payment to Bus Term Loan-Com RE...	7,429.74	7,429.74
Total Mortgage Interest				7,429.74
Total Debt Service Total				7,429.74
TOTAL				31,214.31

Mattituck-Laurel Library
Monthly Budget Report With Current Month
October 2024

	Oct 24
Ordinary Income/Expense	
Income	
Mattituck-Cutchogue School Dist	1,694.52
Interest	3.48
Direct Public Support	
Programs & Tickets Paid For	75.00
Direct Public Support - Other	471.00
Total Direct Public Support	546.00
Fines	20.04
Library Materials Paid For	78.82
Copy Machine	298.75
Refunds	137.57
Total Income	2,779.18
Gross Profit	2,779.18
Expense	
Payroll Expenses	
Salaries	
Professional Salaries	33,603.39
Clerical	29,196.25
Custodian	4,441.05
Total Salaries	67,240.69
Benefits	
Fica	4,939.89
Disability Insurance	-312.56
Medical Insurance	3,916.59
Retirement	4,339.38
Total Benefits	12,883.30
Total Payroll Expenses	80,123.99
Library Materials	
Youth Materials	
Youth Arts & Crafts	208.83
Youth DVD's	25.19
Youth Computer Software	180.45
Youth Books	935.18
Total Youth Materials	1,349.65
Adult Materials	
DVD/Music CD	136.25
Digital Material Subscriptions	301.31
Adult Books	1,697.91
Adult Ref Books	
Continuations	73.45
Total Adult Ref Books	73.45
Large Print Books	317.36

Mattituck-Laurel Library
Monthly Budget Report With Current Month
October 2024

	Oct 24
Newspapers	319.92
Total Adult Materials	2,846.20
Teen Materials	59.56
Total Library Materials	4,255.41
Technology	834.16
Operations and Maintenance	
Building Maintenance	
Aquarium Maintenance	225.00
HVAC Maintenance	36.00
Exterminator	215.00
Security Monitoring	122.85
Total Building Maintenance	598.85
Electric	1,752.21
Grounds Maintenance	
Other Grounds Maintenance	625.00
Total Grounds Maintenance	625.00
Water	
North Fork Water	6.99
Total Water	6.99
Garbage Removal	277.99
Total Operations and Maintenance	3,261.04
Miscellaneous Expense	
Maintenance Office Equipment	
Verizon Mobile Hotspots	197.40
Optimum Internet Service	260.00
Computer/Network Maintenance	1,000.00
Computer Software Licenses	32.55
Total Maintenance Office Equipm...	1,489.95
Membership	
Professional Memberships	850.00
Total Membership	850.00
Postage	
Newsletter mailing	419.80
Total Postage	419.80
Printing & Advertising	
Other printing & advertising	225.00
Newsletter printing	3,608.00
Total Printing & Advertising	3,833.00
Professional Fees	

12:17 PM
11/03/24
Cash Basis

Mattituck-Laurel Library
Monthly Budget Report With Current Month
October 2024

	Oct 24
Payroll Processing	593.15
PALS Membership	2,798.69
SCLS/Overdue Notices	18.62
Total Professional Fees	3,410.46
Programs - Adult	
Adult Programs	2,774.46
Total Programs - Adult	2,774.46
Programs - Juvenile	1,308.26
Programs - Teen	150.00
Supplies - Library	924.56
Supplies - Office	618.57
Supplies - Paper	277.94
Telephone	146.07
Travel	21.44
Total Miscellaneous Expense	16,224.51
Debt Service Total	
Mortgage Interest	7,429.74
Total Debt Service Total	7,429.74
Total Expense	112,128.85
Net Ordinary Income	-109,349.67
Net Income	-109,349.67

12:21 PM
11/03/24
Cash Basis

Mattituck-Laurel Library
Monthly Budget Report With Year To Date
January through October 2024

	Jan - Oct 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
PILOT Funds	13,024.10	4,000.00	9,024.10	325.6%
Mattituck-Cutchogue School Dist	1,621,578.01	1,663,155.00	-41,576.99	97.5%
NY State Incentive	1,863.00	1,800.00	63.00	103.5%
Interest	38.95	100.00	-61.05	39.0%
Direct Public Support				
Programs & Tickets Paid For	579.70			
Direct Public Support - Other	14,902.21	2,000.00	12,902.21	745.1%
Total Direct Public Support	15,481.91	2,000.00	13,481.91	774.1%
Fines	653.99			
Library Materials Paid For	852.43			
Copy Machine	5,767.80	2,000.00	3,767.80	288.4%
E-Rate Discount	0.00	5,400.00	-5,400.00	0.0%
Refunds	4,489.87			
Fund Balance Brought Forward	67,841.00			
Total Income	1,731,591.06	1,678,455.00	53,136.06	103.2%
Gross Profit	1,731,591.06	1,678,455.00	53,136.06	103.2%
Expense				
Payroll Expenses				
Salaries				
Professional Salaries	294,657.50	350,493.00	-55,835.50	84.1%
Clerical	358,971.16	453,257.00	-94,285.84	79.2%
Custodian	40,545.99	47,675.00	-7,129.01	85.0%
Total Salaries	694,174.65	851,425.00	-157,250.35	81.5%
Benefits				

12:21 PM
11/03/24
Cash Basis

Mattituck-Laurel Library
Monthly Budget Report With Year To Date
January through October 2024

	Jan - Oct 24	Budget	\$ Over Budget	% of Budget
Fica	51,000.57	63,298.00	-12,297.43	80.6%
Disability Insurance	429.31	1,000.00	-570.69	42.9%
Medical Insurance	44,322.71	104,560.00	-60,237.29	42.4%
Retirement	45,653.84	60,017.00	-14,363.16	76.1%
Unemployment Insurance	6,248.72	11,000.00	-4,751.28	56.8%
Total Benefits	147,655.15	239,875.00	-92,219.85	61.6%
Total Payroll Expenses	841,829.80	1,091,300.00	-249,470.20	77.1%
Library Materials				
Youth Materials				
Youth Arts & Crafts	469.43	2,500.00	-2,030.57	18.8%
Youth DVD's	263.95	500.00	-236.05	52.8%
Youth Computer Software	1,259.47	1,500.00	-240.53	84.0%
Youth Compact Discs	0.00	250.00	-250.00	0.0%
Youth Audio Books	0.00	250.00	-250.00	0.0%
Youth Books	9,900.10	14,000.00	-4,099.90	70.7%
Total Youth Materials	11,892.95	19,000.00	-7,107.05	62.6%
Adult Materials				
DVD/Music CD	2,845.93	4,000.00	-1,154.07	71.1%
Live-brary Downloadable e-b...	51,651.00	54,000.00	-2,349.00	95.7%
Digital Material Subscriptions	8,464.36	13,000.00	-4,535.64	65.1%
Title Source	0.00	1,050.00	-1,050.00	0.0%
Adult Books	13,430.73	21,000.00	-7,569.27	64.0%
Reference Books and Data ...	2,374.07	2,000.00	374.07	118.7%
Adult Ref Books				
Local History	573.84	1,000.00	-426.16	57.4%
Continuations	73.45	2,500.00	-2,426.55	2.9%

12:21 PM
11/03/24
Cash Basis

Mattituck-Laurel Library
Monthly Budget Report With Year To Date
January through October 2024

	Jan - Oct 24	Budget	\$ Over Budget	% of Budget
Total Adult Ref Books	647.29	3,500.00	-2,852.71	18.5%
Virtual Reference Collection	5,410.00	5,500.00	-90.00	98.4%
Adult Audio Books	0.00	1,000.00	-1,000.00	0.0%
Large Print Books	4,475.84	5,000.00	-524.16	89.5%
Newspapers	5,879.18	7,000.00	-1,120.82	84.0%
Periodicals	4,838.82	5,000.00	-161.18	96.8%
Total Adult Materials	100,017.22	122,050.00	-22,032.78	81.9%
Teen Materials	1,546.92	2,500.00	-953.08	61.9%
Total Library Materials	113,457.09	143,550.00	-30,092.91	79.0%
Capital Expenditures	20,295.20	19,000.00	1,295.20	106.8%
Technology	3,899.71	9,200.00	-5,300.29	42.4%
Operations and Maintenance				
Building Maintenance				
Aquarium Maintenance	2,661.73	3,500.00	-838.27	76.0%
HVAC Maintenance	846.87	2,000.00	-1,153.13	42.3%
Exterminator	1,005.00	1,000.00	5.00	100.5%
False Alarms	0.00	200.00	-200.00	0.0%
Alarm Test	235.00	200.00	35.00	117.5%
Elevator Maint.	4,503.62	4,500.00	3.62	100.1%
Security Monitoring	491.40	700.00	-208.60	70.2%
Water Backflow Test	260.00	275.00	-15.00	94.5%
Fire Sprinkler Test	1,250.00	1,200.00	50.00	104.2%
Piano Tuning	335.00	400.00	-65.00	83.8%
Other Building Maint.	4,789.20	7,000.00	-2,210.80	68.4%
Total Building Maintenance	16,377.82	20,975.00	-4,597.18	78.1%

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11/03/24
Cash Basis

Mattituck-Laurel Library
Monthly Budget Report With Year To Date
January through October 2024

	Jan - Oct 24	Budget	\$ Over Budget	% of Budget
Custodial Supplies	1,526.31	1,000.00	526.31	152.6%
Electric	21,981.63	27,500.00	-5,518.37	79.9%
Gas	5,267.47	11,000.00	-5,732.53	47.9%
Grounds Maintenance				
Snow Removal	1,525.00	4,500.00	-2,975.00	33.9%
Sprinkler Maintenance	220.00	700.00	-480.00	31.4%
Other Grounds Maintenance	11,196.00	11,000.00	196.00	101.8%
Total Grounds Maintenance	12,941.00	16,200.00	-3,259.00	79.9%
Insurance				
Workers' Comp.	8,257.00	12,000.00	-3,743.00	68.8%
Umbrella Package	21,896.38	22,000.00	-103.62	99.5%
Total Insurance	30,153.38	34,000.00	-3,846.62	88.7%
Water				
North Fork Water	1,028.37	1,000.00	28.37	102.8%
SCWA	1,859.35	3,500.00	-1,640.65	53.1%
Total Water	2,887.72	4,500.00	-1,612.28	64.2%
Garbage Removal	2,805.19	3,000.00	-194.81	93.5%
Total Operations and Maintenance	93,940.52	118,175.00	-24,234.48	79.5%
Miscellaneous Expense				
Longevity Benefit	1,380.35	1,500.00	-119.65	92.0%
Legal Fees	361.00	2,500.00	-2,139.00	14.4%
Contingency	0.00	3,000.00	-3,000.00	0.0%
Maintenance Office Equipment				
Verizon Mobile Hotspots	2,007.84	2,400.00	-392.16	83.7%
Optimum Internet Service	2,495.32	3,200.00	-704.68	78.0%

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Cash Basis

Mattituck-Laurel Library
Monthly Budget Report With Year To Date
January through October 2024

	Jan - Oct 24	Budget	\$ Over Budget	% of Budget
Copy Machine	3,408.12	8,500.00	-5,091.88	40.1%
Computer/Network Maintena...	10,000.00	12,000.00	-2,000.00	83.3%
BookScan Maintenance	690.00	700.00	-10.00	98.6%
Computer Software Licenses	8,707.34	9,000.00	-292.66	96.7%
Total Maintenance Office Equi...	27,308.62	35,800.00	-8,491.38	76.3%
Membership				
Professional Memberships	2,381.00	2,200.00	181.00	108.2%
Museum Passes	2,459.99	5,000.00	-2,540.01	49.2%
Mattituck Chamber of Comm...	125.00	350.00	-225.00	35.7%
Eastern Suffolk BOCES	591.50	800.00	-208.50	73.9%
Total Membership	5,557.49	8,350.00	-2,792.51	66.6%
Postage				
Postage & Stamps	555.63	770.00	-214.37	72.2%
Mailing Permit	320.00	250.00	70.00	128.0%
Newsletter mailing	2,067.35	1,500.00	567.35	137.8%
Post Office Box Fee	188.00	160.00	28.00	117.5%
Total Postage	3,130.98	2,680.00	450.98	116.8%
Printing & Advertising				
Other printing & advertising	3,455.36	1,000.00	2,455.36	345.5%
Newsletter printing	22,611.00	12,000.00	10,611.00	188.4%
Total Printing & Advertising	26,066.36	13,000.00	13,066.36	200.5%
Professional Fees				
Payroll Processing	5,552.47	10,500.00	-4,947.53	52.9%
SCLS Telecommunications	9,900.00	10,500.00	-600.00	94.3%
PALS Membership	11,194.76	10,800.00	394.76	103.7%
Annual audit	1,800.00	12,500.00	-10,700.00	14.4%

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11/03/24
Cash Basis

Mattituck-Laurel Library
Monthly Budget Report With Year To Date
January through October 2024

	Jan - Oct 24	Budget	\$ Over Budget	% of Budget
SCLS/Overdue Notices	206.76	500.00	-293.24	41.4%
SCLS/Annual Membership	11,841.00	12,000.00	-159.00	98.7%
Total Professional Fees	40,494.99	56,800.00	-16,305.01	71.3%
Programs - Adult				
Motion Picture/Music Licensing	297.49	500.00	-202.51	59.5%
Adult Reading Club & Book ...	3,405.43	3,500.00	-94.57	97.3%
Adult Programs	21,666.46	16,000.00	5,666.46	135.4%
Total Programs - Adult	25,369.38	20,000.00	5,369.38	126.8%
Programs - Juvenile	9,012.10	10,500.00	-1,487.90	85.8%
Programs - Summer	10,922.42	8,000.00	2,922.42	136.5%
Programs - Teen	8,169.67	8,000.00	169.67	102.1%
Supplies - Library	6,491.94	10,500.00	-4,008.06	61.8%
Supplies - Office	3,222.23	4,000.00	-777.77	80.6%
Supplies - Paper	1,006.67	2,500.00	-1,493.33	40.3%
Telephone	1,519.73	2,200.00	-680.27	69.1%
Travel	894.22	2,200.00	-1,305.78	40.6%
Workshops	666.68	2,200.00	-1,533.32	30.3%
Staff Development	40.00	1,000.00	-960.00	4.0%
Tuition Reimbursement	0.00	2,500.00	-2,500.00	0.0%
Total Miscellaneous Expense	171,614.83	197,230.00	-25,615.17	87.0%
Debt Service Total				
Mortgage Principal	133,000.88			
Mortgage Interest	9,137.52			
Debt Service Total - Other	0.00	100,000.00	-100,000.00	0.0%
Total Debt Service Total	142,138.40	100,000.00	42,138.40	142.1%

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Cash Basis

Mattituck-Laurel Library
Monthly Budget Report With Year To Date
January through October 2024

	Jan - Oct 24	Budget	\$ Over Budget	% of Budget
Total Expense	1,387,175.55	1,678,455.00	-291,279.45	82.6%
Net Ordinary Income	344,415.51	0.00	344,415.51	100.0%
Net Income	<u>344,415.51</u>	<u>0.00</u>	<u>344,415.51</u>	<u>100.0%</u>

11/03/24

Mattituck-Laurel Library
Monthly Income & Expense Report - All Other Funds
October 2024

Type	Date	Name	Memo	Paid Amount
General Fund				
Building Fund				
Checking				
Bill	10/07/2024	Riverhead Building Supply	Hinge,screws, wood filler, e...	-100.39
Bill	10/11/2024	Riverhead Building Supply	Little Free Food Pantry con...	-25.77
Bill	10/24/2024	Riverhead Building Supply	Little Free Food Pantry con...	-13.59
Bill	10/28/2024	Elan Financial Services	Leaf engraving	-12.00
Bill	10/29/2024	Riverhead Building Supply	Little Free Food Pantry Buil...	-472.56
Bill	10/29/2024	William Martin	Pantry Plexiglass	-32.50
Total Checking				-656.81
Total Building Fund				-656.81
Total General Fund				-656.81
Cultural Activities Fund				
Coffee Machine				
Deposit	10/07/2024		Coffee	5.00
Deposit	10/15/2024		Coffee	4.00
Deposit	10/21/2024		Coffee	1.00
Deposit	10/28/2024		Coffee	3.00
Total Coffee Machine				13.00
Adult Programs Wash Account				
Bill	10/02/2024	Suffolk Safety Program	Defensive Driving 9/21/24 I...	-420.00
Deposit	10/07/2024		LI Aquarium Tickets	54.00
General Journal	10/07/2024		Bank error Ck 779 s/b \$62...	-50.00
Deposit	10/15/2024		Aerobics	10.00
Deposit	10/15/2024		Yoga	20.00
Deposit	10/15/2024		Defensive Driving	33.68
Deposit	10/21/2024		LI Aquarium Tickets	189.00
Deposit	10/28/2024		Arts/Crafts - Wreath	55.28
Deposit	10/28/2024		Arts/Crafts	30.00
Bill	10/29/2024	Laurie Short	Chair Strength series 9/9/2...	-330.00
Total Adult Programs Wash Account				-408.04
Total Cultural Activities Fund				-395.04
Gift and Trust Fund - MM				
Undesignated & Interest				
Deposit	10/31/2024		Interest	0.06
Total Undesignated & Interest				0.06
Total Gift and Trust Fund - MM				0.06
TOTAL				-1,051.79

11/03/24

Mattituck-Laurel Library

Monthly Bill Payments

As of October 31, 2024

Type	Date	Num	Name	Memo	Amount
Operating Checking					
Total Operating Checking					
BNB Operating Checking					
Bill Pmt -Check	10/02/2024	12808	Long Island Library Res...	MATT	-850.00
Bill Pmt -Check	10/02/2024	12809	Renato Stafford	Preserving Your Organic Harv...	-350.00
Bill Pmt -Check	10/02/2024	12810	Shauna Scholl.	Reimburse HDMI Cable 25'	-79.99
Bill Pmt -Check	10/03/2024	12811	Kanopy, Inc.	Invoice #418378-PPU	-143.00
Bill Pmt -Check	10/03/2024	12812	Midwest Tape	11952	-158.31
Bill Pmt -Check	10/03/2024	12813	Newsday	Acct 40410623	-319.92
Bill Pmt -Check	10/03/2024	12814	SCLS	Invoice #93173	-18.62
Bill Pmt -Check	10/03/2024	12815	Suffolk Security System...	1720	-122.85
Bill Pmt -Check	10/03/2024	12816	Twin Fork Landscape C...	Invoice 27517	-625.00
Bill Pmt -Check	10/05/2024	12817	B&T Adult Account	L 90004-3	-1,995.28
Bill Pmt -Check	10/05/2024	12818	Nicole Summers Sparling	Baby Boogie, Toddler Tango ...	-350.00
Bill Pmt -Check	10/05/2024	12819	SCLS-PALS		-2,798.69
Bill Pmt -Check	10/06/2024	12820	B&T Juvenile Account	L 935700	-935.18
Bill Pmt -Check	10/06/2024	12821	B&T Teen Account	L943258	-59.56
Bill Pmt -Check	10/06/2024	12822	ELM USA, Inc.	Invoice 71040	-25.00
Bill Pmt -Check	10/06/2024	12823	Nassau County Library ...	Invoice 2024-40	-73.45
Bill Pmt -Check	10/06/2024	12824	PM Communications Co...	Invoice 43788	-117.89
Bill Pmt -Check	10/07/2024	12825	NYS Employees Health ...	03909	-7,829.60
Bill Pmt -Check	10/08/2024	12826	KFB Enterprises	Historic Crimes of LI 10/8/24	-275.00
Bill Pmt -Check	10/08/2024	12827	Midwest Tape	11952	-67.17
Bill Pmt -Check	10/08/2024	12828	St. George Living Histor...	Robin Williams 9/26/24	-225.00
Bill Pmt -Check	10/11/2024	12829	Lilly Hayes	Face Painting/Balloons 10/11/...	-550.00
Bill Pmt -Check	10/15/2024	ACH	Dime Community Bank	Payment to Bus Term Loan-C...	-7,429.74
Bill Pmt -Check	10/16/2024	12830	Lisa Baglivi	Draw Series 10/3 to 10/17	-1,050.00
Bill Pmt -Check	10/16/2024	12831	Mattituck Environmental...	Cstmr 11-0001422-0, Inv 601...	-277.99
Bill Pmt -Check	10/16/2024	12832	New York Historical Soc...	Reference # 14954135 Salem...	-250.00
Bill Pmt -Check	10/16/2024	12833	ReadyRefresh	Acct 0140002023, Inv 04J014...	-6.99
Bill Pmt -Check	10/16/2024	12834	Southold Free Library	Beer class 10/6/24 / Shared P...	-66.50
Bill Pmt -Check	10/16/2024	12835	Quill Corporation	03047280	-403.99
Bill Pmt -Check	10/18/2024	12836	Kolb Service Corp.	Invoice 4505-212	-36.00
Bill Pmt -Check	10/18/2024	12837	Living Art Aquariums	Invoice 2095	-225.00
Bill Pmt -Check	10/18/2024	12838	Optimum	Acct 07839-381822-01-2	-406.07
Bill Pmt -Check	10/18/2024	12839	SCLS	Invoice 93198	-225.00
Bill Pmt -Check	10/23/2024	12840	Demco	810225915	-136.36
Bill Pmt -Check	10/23/2024	12841	Joanne Hruz.	Reimburse Toys	-362.07
Bill Pmt -Check	10/23/2024	12842	Karen Letteriello.		-47.16
Bill Pmt -Check	10/23/2024	12843	Midwest Tape	11952	-69.27
Bill Pmt -Check	10/24/2024	12844	Aflac	Acct NQH35, Inv 515571	-51.24
Bill Pmt -Check	10/24/2024	12845	Brian D. Collins	Cajun Thanksgiving 10/22/24	-294.00
Bill Pmt -Check	10/24/2024	12846	Cutchogue-New Suffolk ...	Zombie Workshop for Teens ...	-150.00
Bill Pmt -Check	10/24/2024	12847	Business Card	5474 1518 7474 0647	-757.92
Bill Pmt -Check	10/24/2024	12848	Postmaster	Permit no. 41	-419.80
Bill Pmt -Check	10/26/2024	12849	Pine Barrens Printing	Invoice 34485 / November/De...	-3,608.00
Bill Pmt -Check	10/26/2024	12850	Quill Corporation	03047280	-33.18
Bill Pmt -Check	10/26/2024	12851	Verizon	Acct. 242398426-00001, Inv 9...	-197.40
Bill Pmt -Check	10/28/2024	12852	Elan Financial Services	4798 5101 7200 1022	-993.08
Bill Pmt -Check	10/28/2024	12853	L2J Consulting, Inc.	Invoice #102024	-1,000.00
Bill Pmt -Check	10/28/2024	12854	PSEGLI	Cstmr 0295-3001-61-3, Acct 9...	-1,752.21
Bill Pmt -Check	10/29/2024	12855	Garrison G. Lutz	Dracula 10/28/24	-200.00
Bill Pmt -Check	10/30/2024	12856	Hampton Pest Manage...		-215.00
Bill Pmt -Check	10/30/2024	12857	SCLS	Trunk or Treat Tech Van 3 ho...	-225.00
Bill Pmt -Check	10/31/2024	12858	Quill Corporation	03047280	-434.07
Total BNB Operating Checking					-39,292.55
TOTAL					-39,292.55

MONTHLY IMPACT

OCTOBER 2024

6,031

ITEMS
CHECKED
OUT

1,831 books & other items
4,200 ebooks & digital items

books & other items
-33 September (1,864)
+18 October 2023 (1,813)



DIGITAL
MATERIAL
CIRCULATION

4,200

Flipster **73**
Freegal (downloads) **172**
Freegal (streamed) **631**



Hoopla **78**
Kanopy **178**
Overdrive **2,465**
WAM **603**
+271 September (3,929)
-300 October 2023 (4,500)

305



public computer sessions

320

ILL's incoming



475

ILL's outgoing

15

new patrons



341

guest Wi-Fi connections

174

materials
added

Library Programs **41**
Community Groups **19**
Tutors **22**

90

room use



1,473

visitors

- 2,260 September (3,733)
- 2,647 October 2023 (4,084)
Busiest day of the week -
Tuesdays (323)

Adult Services **373**
Teen Services **48**
Youth & Parenting Services **185**



606

program attendance



Mattituck-Laurel
LIBRARY

13900 Main Rd. | PO Box 1437

Mattituck, NY 11952

631-298-4134

www.mattitucklaurellibrary.org

Monthly Circulation Statistics of Physical Material						
	2019	2020	2021	2022	2023	2024
January	2,871	3,117	2,256	2,215	2,051	1,915
February	2,704	2,871	2,092	2,068	2,030	1,794
March	2,882	1,255	2,329	2,165	2,293	1,961
April	3,328	13	2,153	2,376	1,997	1,998
May	3,080	0	2,101	2,150	2,062	1,785
June	3,727	818	2,763	2,794	2,890	2,109
July	5,304	2,930	3,924	4,100	3,828	3,815
August	4,912	2,978	3,575	4,098	3,488	3,491
September	3,242	2,677	2,539	2,412	2,426	1,864
October	2,996	2,569	2,391	2,248	1,813	1,831
November	2,824	2,185	2,117	2,084	1,936	
December	2,582	2,296	2,070	1,977	1,732	
Total	40,452	23,709	30,310	30,687	28,546	22,563

Monthly Circulation Statistics by Material Type 2024													
Material Type	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD
102 - Music CD's	21	18	29	9	38	10	19	17	12	10			183
106 - DVD	128	121	137	138	130	106	116	164	102	104			1,246
110 - Magazines	15	46	22	20	25	29	44	41	25	38			305
120 - Fiction	303	315	285	324	311	341	456	457	295	314			3,401
121 - Nonfiction	172	144	174	144	139	137	168	162	117	134			1,491
122 - Biography	24	28	26	17	18	33	37	32	36	26			277
125 - Paperback	65	51	68	58	57	47	83	77	46	59			611
126 - Large Print	205	161	156	194	168	166	248	240	187	182			1,907
127 - Oversize	1	2	0	0	0	1	3	1	1	1			10
131 - Mystery	86	78	68	89	93	133	127	169	134	89			1,066
151 - Audiobooks	22	23	34	23	32	23	37	38	16	20			268
160 - DVD New	99	83	110	88	67	64	97	107	65	57			837
161 - DVD NF	4	6	4	9	1	3	4	6	8	2			47
700- Library of Things	12	10	3	8	10	31	25	25	14				138
Total	1,157	1,086	1116	1,121	1089	1124	1464	1536	1058	1036	0	0	11,787
Material Type	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD
302 - Youth CD	1	3	0	0	0	0	0	0	0	1			5
304 - Tween Video Games	28	25	19	18	9	29	36	28	24	18			234
306 - Youth DVD	22	26	36	25	17	32	18	49	22	33			280
320 - Tween Chapter/Graphic	94	119	153	161	79	241	737	638	147	123			2,492
321 - Youth Nonfiction	100	83	110	145	126	61	210	169	100	67			1,171
322 - Youth Biography	3	13	4	1	2	6	20	11	3	4			67
325 - Tween Paperback	27	32	33	54	46	54	175	86	39	47			593
330 - Youth Picture Book	152	143	168	165	134	155	392	379	175	186			2,049
331 - Youth Boardbook	55	45	74	42	39	40	95	69	30	39			528
332 - Youth Easy Reader	38	51	40	62	40	77	258	150	57	62			835
337 - Tween Books New	21	27	35	34	11	45	67	77	24	20			361
353 - Youth DVD NF	0	0	0	0	0	0	0	0	0	0			0
364 - Parenting Material	7	6	12	7	9	9	21	19	9	7			106
650 - Youth Spanish	5	1	4		13	9	25	10	11	7			85
Total	553	574	688	714	525	758	2054	1685	641	614	0	0	8806
Material Type	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	YTD
210 - Teen Magazines	0	0	0	6	0	0	7	11	0	0			24
220 - Teen Fiction	22	13	9	22	16	62	62	49	12	25			292
221 - Teen Nonfiction	1	3	5	0	5	5	3	2	10	4			38
222 - Teen Bios	0	0	1	0	0	1	1	0	0	1			4
224 - Teen Graphic Novels	2	6	4	4	2	14	15	6	8	2			63
237 - New Teen Fiction	3	1	0	4	1	2	8	2	3	2			26
251 - Teen BOCD	1	0	0	0	0	0	0	0	1	1			3
275 - Teen Reading List	1	0	1	2	0	1	5	4	1	1			16
Total	30	23	20	38	24	85	101	74	35	36	0	0	466

Digital Circulation													
2024	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Flipster (magazines)	65	54	52	39	40	57	38	52	121	73			591
Freegal downloads	140	152	105	109	126	159	164	173	162	172			1462
Freegal streaming	885	944	299	531	788	644	468	355	428	631			5973
Hoopla (items)	72	78	72	72	67	99	75	87	67	78			767
Kanopy (tickets)	179	145	173	100	119	117	134	189	139	178			1473
Overdrive (items)	2514	2515	2581	2405	2440	2313	2636	2566	2447	2465			24882
WAM	212	513	822	765	240	697	758	416	565	603			5591
Totals	4067	4401	4104	4021	3820	4086	4273	3838	3929	4200	0		40739

Computer/Wifi Use & Door Count													
2024	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Notary Appointments	13	14	6	13	7	11	4	11	19	17			115
Public computer sessions	206	248	269	307	271	288	331	300	281	305			2,806
Guest wifi connections	280	206	264	256	295	305	481	434	337	341			3,199
Door count	3,663	3,600	4,219	4,667	3,812	4,064	6,132	5,421	3,733	1,473			40,784
Total Views (Website)	12,000	11,000	13,000	16,000	13,000	18,000	16,000	24,000	11,000	15,000			149,000
Total Events (Website)	29,000	27,000	29,000	34,000	31,000	39,000	37,000	44,000	26,000	31,000			327,000
Totals	45,162	42,068	46,758	55,243	48,385	61,668	59,948	74,166	41,370	48,136	0	0	522,904

NEW PATRON REGISTRATIONS

OCTOBER 2024

Adult Year Round	12
Youth Year Round	1
Teen	1
2 ND Address	1
Summer	
Total:	15

MEETING ROOM USE REPORT-OCTOBER 2024

The following groups used the 3 meeting rooms OCTOBER 2024

Community Room

Family Stem Night	Historic Crimes of Long Island
Community Meeting/Renovation plan	Family Storytime w/Tony Baroni
Parent/Child Rhyme & Play	Babies Boogie
Yoga	Toddlers Tango
Piano Practice	Chair aerobics
Alternate Thursday Film	Vaccine Clinic
Beginner Drawing Series w/Lisa Baglivi	Dracula Fiction & Reality
DAR Meeting & Author Talk	Lego K-3
Cajun Thanksgiving w/Brian Collins	Spooky Stories & S'Mores

Conference Room

Bridge
Mah Jongg
Artist Reception
Minecraft Island Survival
Medicare
Crochet & Chat

Craft Room

Tutor (21)
Book Discussion
STEM for Families
DIY Clay Coasters
Alzheimers/Lynnis Group
East End Lions
Pumpkin Carving for Teens
Zombie Special Effects Work Shop
Writers Group
The Basics of Medicare
Facts & Flavors
Oreo Taste Testing

Kitchen

Tutor (1)

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Community Groups-19

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Local History-8