Bayport - Blue Point Public Library

186 Middle Road, Blue Point, New York 11715 · Phone (631) 363-6133 Fax (631) 868-3520



A regular meeting of the Board of Trustees of the Bayport-Blue Point Public Library will be held on Wednesday, July 5, 2023 at 7:00pm in the Library.

AGENDA

- I. Open Meeting
- II. Pledge of Allegiance
- III. Public comment
- IV. Approval of the minutes
- V. Correspondence
- VI. Financial Report
- VII. Warrant 'Schedule of Claims' & Payroll
- VIII. Personnel Report
- IX. Director's Report
- X. Committee Reports
- XI. Old Business
- XII. New Business
- XIII. Public comment
- XIV. Executive Session
- XV. Adjournment

Next meeting Tuesday, July 25, 2022 5:00 PM

Bayport - Blue Point Public Library

186 Middle Road, Blue Point, New York 11715 · Phone (631) 363-6133 Fax (631) 868-3520



REGULAR MEETING OF BAYPORT BLUE POINT PUBLIC LIBRARY BOARD OF TRUSTEES

6/14/2023

I. CALL TO ORDER

Trustee Devine called the meeting to order at 6:15 p.m. Present were Trustee Devine, Trustee Heineman, Trustee McAward, Trustee Adams, Trustee Kennedy-Smith, Director Mike Firestone (took minutes).

Motion to enter into Executive Session at 6:15 p.m. for Personnel Reasons by Trustee Heineman, seconded by Trustee Kennedy-Smith; approved by all present.

Motion to exit Executive Session at 6:57 p.m. by Trustee Adams, seconded by Trustee McAward; approved by all present.

Trustee Devine re-convened the meeting starting at 7:02p.m. Assistant Director, Wendy Bennett, joined the meeting at this time.

II. APPROVAL OF MINUTES

Trustee Heineman made a motion, seconded by Trustee McAward to accept the minutes of the May 10, 2023 regular Meeting of the Board of Trustees; approved by all.

III. FINANCIAL REPORTS & SCHEDULE OF CLAIMS

Motion made by Trustee Kennedy-Smith, seconded by Trustee Adams to approve the Bank Reconciliation & Financial Reports dated April 2023; approved by all.

Motion made by Trustee McAward, seconded by Trustee Adams to approve the Bank Reconciliation & Financial Reports for Capital Fund dated April 2023; approved by all.

Motion made by Trustee Kennedy-Smith, seconded by Trustee McAward, to approve the Operating Fund Schedule of Claims dated 6/14/2023 (Check Detail Report); approved by all.

Motion made by Trustee Adams, seconded by Trustee Kennedy-Smith, to approve the listed prepays, as presented, that were paid since last board meeting dated May 11, 2023 through June 13, 2023. (Checks between meetings); approved by all.

Motion made by Trustee McAward, seconded by Trustee Adams, to approve the Payroll Reports dated 5/11/2023 and 5/25/2023 and 6/8/23; approved by all.

IV. PERSONNEL REPORT

Motion made by Trustee Kennedy-Smith, seconded by Trustee Adams to approve the CS-150 reports dated May 9,11,15,16,16,18,18,22,23 and June 1,1,8 of 2023, as presented; approved by all present.

V. DIRECTOR'S REPORT

VI. UNFINISHED BUSINESS

VII. NEW BUSINESS

Motion made by Trustee Heineman, seconded by trustee Kennedy-Smith, to approve the Board Meeting Dates for 2023-2024; approved by all present.

X. ADJOURNMENT

Motion made by Trustee Heineman, seconded by Trustee Adams, to adjourn the meeting at 7:25 p.m.; approved by all.

Respectfully submitted, Michael Firestone

BAYPORT-BLUE POINT PUBLIC LIBRARY 186 MIDDLE ROAD BLUE POINT, N.Y. 11715 - 1932 (631)363-6133

BANK RECONCILIATION FOR MAY 2023

M & T BANK CHECKING GENERAL ACCOUNT

May 1, 2023	BALANCE PER LIBRARY BOOKS: BALANCE PER LIBRARY BOOKS: RECEIPTS:		\$138,030.31
	TAX REVENUE	207,935.91	
•	NYS GRANTS	8,302.00	
	ADULT PROGRAMS	7,072.50	
	PASSPORT FEES	835.00	
	JUVENILE PROGRAMS	739.50	
	COPIER	723.18	
	DONATIONS/FRIENDS	519.49	
	YOUNG ADULT PROGRAMS	251.30	
	BOOK SALES	192.33	
	FRIENDS PASS THROUGH	187.39	
	FAX	34.95	
	INTEREST	17.28	
	FINES	5.05	
	SQUARE/PAYFLOW FEES/MISC EXPENSE	(194.20)	226,621.68
	TOTAL(Book Balance + Receipts)		364,651.99
	LESS: MAY DISBURSEMENTS	_	244,172.48
May 31, 2023	BALANCE PER LIBRARY BOOKS:	<u></u>	\$120,479.51
May 31, 2023	BALANCE PER BANK:		
-	BALANCE PER BANK:		\$138,030.31
	MAY FINES DEPOSITED IN JUNE		0.00
	TOTAL(Bank Bal + O/S deposits)		138,030.31
	LESS: MAY OUTSTANDING CHECKS		17,550.80
May 31, 2023	BALANCE PER BANK:		\$120,479.51

BAYPORT-BLUE POINT PUBLIC LIBRARY 186 MIDDLE ROAD BLUE POINT, N.Y. 11715 - 1932 (631)363-6133

BANK RECONCILIATION FOR MAY 2023

M & T BANK CHECKING CAPITAL ACCOUNT

May 1, 2023	BALANCE PER LIBRARY BOOKS: BALANCE PER LIBRARY BOOKS:	\$33,277.00
	RECEIPTS: INTEREST	2.64
	TOTAL(Book Balance + Receipts)	33,279.64
	LESS: MAY DISBURSEMENTS	4,302.67
May 31, 2023	BALANCE PER LIBRARY BOOKS:	\$28,976.97
May 31, 2023	BALANCE PER BANK:	\$29.07¢.07
	BALANCE PER BANK: MAY INCOME DEPOSITED IN JUNE	\$28,976.97 0.00
	MAT INCOME DEFOSITED IN 30NE	0.00
	TOTAL(Bank Bal + O/S deposits)	28,976.97
	LESS: MAY OUTSTANDING CHECKS	
May 31, 2023	BALANCE PER BANK:	\$28,976.97

BAYPORT - BLUE POINT PUBLIC LIBRARY Check Detail

	Num	Date	Source Name	Memo	Paid Amount
	75133	07/05/2023	A SHRED AWAY, INC.		
TOTA !		07/05/2023	A SHRED AWAY, INC.	ADULT PROGRAM	525.00
TOTAL					525.00
	75134	07/05/2023	A TIME FOR KIDS		
TOTAL		07/05/2023	A TIME FOR KIDS	JUV PROGRAM	155.00 155.00
	75135	07/05/2023	ANNA DAVIS		
TOTAL		07/05/2023	ANNA DAVIS	MED PART B REIMB	1,582.50
TOTAL					1,582.50
	75136	07/05/2023	ANNE SOPER		
		07/05/2023	ANNE SOPER	JUV PROGRAM	100.00
TOTAL					100.00
	75137	07/05/2023	BARBARA WILKENS		
		07/05/2023	BARBARA WILKENS	MED PART 8 REIMB	989.40
TOTAL					989.40
	75138	07/05/2023	BAYPORT FLOWER HOUSE		
		07/05/2023	BAYPORT FLOWER HOUSE	MISC EXP	962.00
TOTAL					962.00
	75139	07/05/2023	BILBLIOTHECA, LLC		
		07/05/2023	BILBLIOTHECA, LLC	REF/ONLINE SERVICES	255.46
TOTAL					255.46
	75140	07/05/2023	BRI-TECH, INC.		
		07/05/2023	BRI-TECH, INC.	ALARM	175.00
TOTAL					.175.00
	75141 ⁻	07/05/2023	BRODART CO.		
		07/05/2023	BRODART CO.	REFERENCE	318.58
TOTAL					318.58

BAYPORT - BLUE POINT PUBLIC LIBRARY Check Detail

	Num	Date	July 5, 2023 Source Name	Memo	Paid Amount
			EMILY SPIZZIRRI	JUV PROGRAM	125.00
TOTAL					250.00
	75151	07/05/2023	FRIENDS OF THE BAYPORT-BLUE POINT PUB I	LIB	
		07/05/2023	EDIENDO OF THE DAYDODT DIVID DOWN DIVID	DAGO TUDOU AGGOUNT	40.00
		07/05/2023	FRIENDS OF THE BAYPORT-BLUE POINT PUB L FRIENDS OF THE BAYPORT-BLUE POINT PUB L		13.00 29.25
TOTAL					42.25
	75152	07/05/2023	GAIL SISLBE		
		07/05/0000	CALL CIGI DE	1450 DAOT O DENAD	000.40
TOTAL		07/05/2023	GAIL SISLBE	MED PART B REIMB	989.40 989.40
TOTAL					909.40
	75153	07/05/2023	HIGH HOPES PRODUCTIONS		
		07/05/2023	HIGH HOPES PRODUCTIONS	JUV PROGRAM	360.00
TOTAL					360.00
	75154	07/05/2023	J.K.HODGE		
		07/05/2023	J.K.HODGE	ADULT PROGRAM	175.00
TOTAL					175.00
	75455	07/05/0000	IAMES CUMMINOS		
	75155	07/05/2023	JAMES CUMMINGS		
		07/05/2023	JAMES CUMMINGS	ADULT PROGRAM	300.00
TOTAL				•	300.00
	75156	07/05/2023	JANICE NORTH		
		07/05/2023	JANICE NORTH	MED PART B REIMB	494.70
TOTAL		0770372023	ONAIGE ROREIT	MILD PART BREIND	494.70
	75157	07/05/2023	JENNIFER COLBERT		
TOTAL		07/05/2023	JENNIFER COLBERT	JUV PROGRAM	180.00
TOTAL					180.00
	75158	07/05/2023	JENNIFER FRASCOGNA		
		07/05/2023	JENNIFER FRASCOGNA	ADULT PROGRAM	480.00
TOTAL					480.00
	75159	07/05/2023	JESSICA REILLY		
	•	: 			

BAYPORT - BLUE POINT PUBLIC LIBRARY Check Detail

	Num	Date	July 5, 2023 Source Name	Memo	Paid Amount
				· · · · · · · · · · · · · · · · · · ·	
		07/05/2023	JESSICA REILLY	ADULT PROGRAM	140.00
TOTAL					140.00
	75160	07/05/2023	JOCELYN MCINTEE		
		07/05/2023	JOCELYN MCINTEE	MED PART B REIMB	494.70
TOTAL					494.70
	75161	07/05/2023	JOHN O'HARE		
		07/05/2023	JOHN O'HARE	MED PART B REIMB	692.40
TOTAL		51755.2525			692.40
	75162	07/05/2023	JOYCE WALKER		
		07/05/2023	JOYCE WALKER	ADULT PROGRAM	170.00
TOTAL		07/05/2023	JOTGE WALRER	ADULI FROGRAM	170.00
. •					
	75163	07/05/2023	KARL AUWAERTER		
					450.00
TOTAL		07/05/2023	KARL AUWAERTER	ADULT PROGRAM	150.00
IOIAL					150.00
	75164	07/05/2023	KATHLEEN CUNNINGHAM		
		07/05/2023	KATHLEEN CUNNINGHAM	ADULT PROGRAM	360.00
TOTAL					360.00
	75165	07/05/2023	KELLY SHERIDAN		

		07/05/2023	KELLY SHERIDAN	YA PROGRAM	81.83
TOTAL					81.83
	75166	07/05/2023	KELLY WRIGHT		
	75100	0110312023	RELLI WRIGHT		
		07/05/2023	KELLY WRIGHT	REFUND ADULT PROGRAM	12.00
TOTAL					12.00
			WIND WILL EN ODOGEDY CODE INC		
	75167	07/05/2023	KING KULLEN GROCERY CORP, INC.		
		07/05/2023	KING KULLEN GROCERY CORP, INC.	OFFICE SUPPLIES	31.96
			KING KULLEN GROCERY CORP, INC.	JUV PROGRAM	6.58
TOTAL					38.54

BAYPORT - BLUE POINT PUBLIC LIBRARY Check Detail

	Num	Date	July 5, 2023 Source Name	Memo	Paid Amount
	75168	07/05/2023	KRISTIN LONIGRO		
TOTAL		07/05/2023	KRISTIN LONIGRO	JUV PROGRAM	60.00
TOTAL	75169	07/05/2023	LAURIE JANOWITZ		60.00
		·			
TOTAL		07/05/2023	LAURIE JANOWITZ	ADULT PROGRAM	325.00 325.00
IOIAL	•				323.00
	75170	07/05/2023	LIBRARY IDEAS LLC		
		07/05/2023	LIBRARY IDEAS LLC	REF/ONLINE SERVICES	4,668.00
TOTAL					4,668.00
	75171	07/05/2023	LUCINDA LAPPANO		
		07/05/2023	LUCINDA LAPPANO	MED PART B REIMB	989.40
TOTAL					989.40
	75172	07/05/2023	MD DESIGN STUDIOS		
		07/05/2023	MD DESIGN STUDIOS	ADULT PROGRAM	640.00
TOTAL					640.00
	75173	07/05/2023	MICHAEL GALLAGHER, CPA		
		07/05/2023	MICHAEL GALLAGHER, CPA	ACCOUNTING FEES	1,800.00
TOTAL					1,800.00
	75174	07/05/2023	MOTHERHOOD MOVES		
		07/05/2023	MOTHERHOOD MOVES	JUV PROGRAM	360.00
TOTAL					360.00
	75175	07/05/2023	NAELA'S ORGANICS INC.		
		07/05/2023	NAELA'S ORGANICS INC.	ADULT PROGRAM	550.00
TOTAL					550.00
	75176	07/05/2023	OPTIMUM		
		07/05/2023	OPTIMUM	OPTIMUM	382.79
TOTAL					382.79

BAYPORT - BLUE POINT PUBLIC LIBRARY Check Detail

	Num	Date	July 5, 2023 Source Name	Memo	Paid Amount
	75177	07/05/2023	PSEGLI		
		07/05/2023	PSEGLI	ELECTRIC	5,000.00
TOTAL		0770072020	I OLOLI		5,000.00
			0114015171540010		
	75178	07/05/2023	QUADIENT LEASING		
		07/05/2023	QUADIENT LEASING	POSTAGE METER	248.55
TOTAL					248.55
	75179	07/05/2023	REPRISE MUSIC		
		07/05/2023	REPRISE MUSIC	JUV PROGRAM	150.00
TOTAL		07/03/2023	REPRISE MOSIC	304 I NOGRAM	150.00
	75180	07/05/2023	ROBERT ARNDST		
		07/05/2023	ROBERT ARNDST	MUSIC PROGRAM	900.00
TOTAL					900.00
	75181	07/05/2023	ROBERT SCOTT		
		07/05/2023	ROBERT SCOTT	YA PROGRAM	345.00
TOTAL		07/05/2025	ROBERT SCOTT	TA PROGRAM	345.00
	75182	07/05/2023	RYAN O'ROURKE		
		07/05/2023	RYAN O'ROURKE	NIGHTTIME STIPEND	50.00
TOTAL					50.00
	75183	07/05/2023	SCLS		
		07/05/2023	SCLS SCLS	ADULT PROG JUV PROG	562.75 562.75
TOTAL					1,125.50
	75184	07/05/2023	SEARLES GRAPHICS, INC.		
	75104	0770312023	SEARCES ORAL MISS, INC.		
T074		07/05/2023	SEARLES GRAPHICS, INC.	JULY/AUG NEWSLETTER	4,976.00
TOTAL	•				4,976.00
	75185	07/05/2023	SPROUTS AND FRIENDS, INC.		
		07/05/2023	SPROUTS AND FRIENDS, INC.	JUV PROGRAM	750.00
TOTAL	•				750.00

BAYPORT - BLUE POINT PUBLIC LIBRARY Check Detail

	Num	Date	July 5, 2023 Source Name	Mana	Date Amazona
	Mulli	Date	Source Name	Memo	Paid Amount
	75186	07/05/2023	STERICYCLE, INC.		
	70100	0110312020	oreidoroee, mo.		
		07/05/2023	STERICYCLE, INC.	SHREDDING SERVICES	214.85
TOTAL					214.85
	75187	07/05/2023	SUSAN CHANT		
		07/05/2023	SUSAN CHANT	JUV PROGRAM	104.22
TOTAL			SUSAN CHANT	OFICE SUPPLY	11.39
IOIAL	•				113.01
	75188	07/05/2023	THE COMO BROTHERS		
		07/05/2023	THE COMO BROTHERS	MUSIC PROGRAM	800.00
TOTAL					800.00
	75189	07/05/2023	THE PATCHOGUE ADVANCE		
		07/05/2023	THE PATCHOGUE ADVANCE	ADVERTISING	110.00
TOTAL		07105/2023	THE PATCHOGUE ADVANCE	ADVERTIGING	110.00
IOIAL	•				, 10.00
	75190	07/05/2023	THE WHALING MUSEUM		
		07/05/2023	THE WHALING MUSEUM	ADULT PROGRAM	375.00
TOTAL					375.00
	75191	07/05/2023	WELLS FARGO FINANCAIL LEASING		
		07/05/2023	WELLS FARGO FINANCAIL LEASING	COPY MACHINES	629.00
TOTAL		07/03/2023	WELLS I ARGO I INANOAIL LEADING	COFT MIACITINES	629.00
IOIAL	-				
	75192	07/05/2023	A TIME FOR KIDS		
		07/05/2023	A TIME FOR KIDS	JUV PROGRAM	310.00
TOTAL	-				310.00
	==400		444-701 04-PITAL 05-PI/05-0		
	75193	07/05/2023	AMAZON CAPITAL SERVICES		
		07/05/2023	AMAZON CAPITAL SERVICES	YA PROGRAM	119.95
			AMAZON CAPITAL SERVICES	ADULT BOOKS	10.24
			AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	34.97
			AMAZON CAPITAL SERVICES	ADULT PROGRAM	25.97
TOTAL	-				191.13

BAYPORT - BLUE POINT PUBLIC LIBRARY Check Detail

July 5, 2023

			July 5, 2023		
	Num	Date	Source Name	Memo	Paid Amount
	75194	07/05/2023	BAKER & TAYLOR BOOKS		
		07/05/2023	BAKER & TAYLOR BOOKS	JUV BBOKS	619.31
			BAKER & TAYLOR BOOKS	ADULT BOOKS	2,229.88
TOTAL					2,849.19
	75195	07/05/2023	BILBLIOTHECA, LLC		
		07/05/2023	BILBLIOTHECA, LLC	SELF CHECK KIOSKS	4,577.54
TOTAL					4,577.54
	75196	07/05/2023	GRAINGER		
		07/05/2023	GRAINGER	CUSTODIAL SUPPLIES	49.13
TOTAL					49.13
	75197	07/05/2023	KELLY SHERIDAN		
		07/05/2023	KELLY SHERIDAN	YA PROGRAM	35.07
TOTAL					35.07
	75198	07/05/2023	LINDA KEYES		
		07/05/2023	LINDA KEYES	ADULT PROGRAM	300.00
TOTAL					300.00
	75199	07/05/2023	MIDWEST TAPE		
		07/05/2023	MIDWEST TAPE	ADULT DVD	762.31
			MIDWEST TAPE	ADULT CD	321.86
			MIDWEST TAPE	ADULT BOT	451.82
			MIDWEST TAPE	OFFICE SUPPLIES	233.99
TOTAL					1,769.98
	75200	07/05/2023	W.B.MASON		
		07/05/2023	W.B.MASON	OFFICE SUPPLIES	333.85
TOTAL					333.85

49,564.68

8:53 AM 06/29/23

BAYPORT - BLUE POINT PUBLIC LIBRARY Check Detail

June 15 through July 4, 2023

			June 15 t	nrough July 4, 2023	
	Num	Date	Source Name	Memo	Paid Amount
	75127	06/22/2023	AFFLAC NEW YORK		
	10121	00,121020	ALL ENGINEER TORK		
		06/22/2023	AFFLAC NEW YORK	EMPLOYEE PAYMENTS	373.20
T0T41		00/22/2023	ALLEG NEW TORK	EMILEO I CE L'ATMENTO	
TOTAL					373.20
	75128	06/22/2023	NATIONAL GRID		
		06/22/2023	NATIONAL GRID	GAS	741.79
TOTAL					741.79
	75129	06/22/2023	NET2PHONE, INC.		
		06/22/2023	NET2PHONE, INC.	TELEPHONE	216.38
TOTAL			,		216.38
					2.0.00
	75130	06/22/2023	OPTIMUM		
	19190	06/22/2023	OFTHAOM		

		06/22/2023	OPTIMUM	OPTIMUM	204.09
TOTAL					204.09
	75131	06/22/2023	PSEGLI		
		06/22/2023	PSEGLI	ELECTRIC	5,000.00
TOTAL					5,000.00
	75132	06/22/2023	T ROWE PRICE		
		06/22/2023	T ROWE PRICE	EMPLOYEE CONTRIBUTIONS	676.81
TOTAL		00/22/2023	MOTTETRIOL	THE FOLE CONTRIDUTIONS	
TOTAL					676.81

7,212.27



Payroll Liability

Debit for Checks (Net Pay)	Peoples United Bank, Routing/Transit no. (ABA) 221172186, Bank account no. XXXXXX2740	\$4,653.43
Debit for FSDD (Full Service Direct Deposit)	Peoples United Bank, Routing/Transit no. (ABA) 221172186, Bank account no. XXXXXX2740	\$31,887.64
Debit for Taxes	Peoples United Bank, Routing/Transit no. (ABA) 221172186, Bank account no. XXXXXX2740	\$13,186.74
Debit for Pay-by-Pay	Peoples United Bank, Routing/Transit no. (ABA) 221172186, Bank account no. XXXXXX2740	\$319.89

Important Note

Your cash required total does not include your fees for service. The invoice with the details of your fees will be sent the Monday after you process your payroll with the debit from your account occurring 3 banking days later.

1 of 2

Company: BAYPORT BLUE POINT PUBLIC

LIBRARY

Check date: 6/22/2023 - Payroll 1 Pay Period: 06/04/2023 to: 06/17/2023 Run Number: 0488

Date Printed: 06/26/2023 14:06

20241173 - RF/MJU

Payroll Liability

et Pay										
	Checks						4,653.43			
	Subtotal Net Pay							_	4,653.	43
_	Total Net Pay Liability (Net Cash)						. <u>-</u> -		4,653.	43
axes			Deposit Res Clie		Deposit Resp ADP					
	Agency	Rate	EE withheld	ER contrib	EE withheld E	R contrib				
ederal	Federal Income Tax		·		4,012.07		4,	012.07		
	Social Security				2,953.61	2,953.55	5,	907.16		
	Medicare				690.76	690.77	1,	381.53		
	Subtotal Federal				7,656.44	3,644.32	11,	300.76		
tate	NY State Income Tax				1,885.98					
	Subtotal NY				1,885.98		1,	885.98		
	Total Taxes				9.542.42	3,644.32	13	186.74		
ther Transf	ers Full Service Direct Deposit (FSDD)							31,	887.64	
ther Transf	ers Full Service Direct Deposit (FSDD) Pay-by-Pay Insurance								887.64 9.89	
ther Transf										
					Milyani aad Milyanii		T BANK!			
	Pay-by-Pay Insurance		\$3	1 887 64	Mindry and the Thrift or		Tanksi —			
	Pay-by-Pay Insurance If Pay Frequency Total Direct Deposit (FSDD)		\$3	1,887.64 \$319.89	Milyani sad Milyani	- gg	Takki			45 Employed Transaction
	Pay-by-Pay Insurance Iy Pay Frequency Total Direct Deposit (FSDD) Total Pay-by-Pay Insurance Total Taxes		\$1	\$319.89 3,186.74			N RANG			
	Pay-by-Pay Insurance Iy Pay Frequency Total Direct Deposit (FSDD) Total Pay-by-Pay Insurance	ar	\$1	\$319.89 3,186.74 5,394.27					9.89	
otal Biweek	Pay-by-Pay Insurance Iy Pay Frequency Total Direct Deposit (FSDD) Total Pay-by-Pay Insurance Total Taxes Total Amount ADP Debited from you	ır	\$1	\$319.89 3,186.74 5,394.27					9.89	Transaction
otal Biweek	Pay-by-Pay Insurance If Pay Frequency Total Direct Deposit (FSDD) Total Pay-by-Pay Insurance Total Taxes Total Amount ADP Debited from you Account(s) 2/2023 - Payroll 1 Total Direct Deposit (FSDD)	ar	\$1 \$4	\$319.89 3,186.74 5,394.27 	N' MAY MAN THE TOTAL THE T	- H	N 2002		9.89	Transaction
otal Biweek	Pay-by-Pay Insurance Iy Pay Frequency Total Direct Deposit (FSDD) Total Pay-by-Pay Insurance Total Taxes Total Amount ADP Debited from you Account(s)	ar	\$1 \$4 \$3	\$319.89 3,186.74 5,394.27	N' tan' and the "an"	- y	V 200		9.89	Transaction

Company: BAYPORT BLUE POINT PUBLIC

LIBRARY

Check date: 6/22/2023 - Payroll 1 Pay Period: 06/04/2023 to: 06/17/2023 Run Number: 0488

2 of 2

Date Printed: 06/26/2023 14:06

20241173 - RF/MJU

	St		CATE PREPARED	6-12-23							
Вауро	rt-Blue Point Public L	ibrary									
ACTION	NAME	SOCIAL SECURITY #		SALARY	FOR PART TIME OF AT/CI -INCLUIDE: # OF HOURS - PER WEEK OR PROJECTED ANNUAL SALARY	EFFECTIVE DATE	POSITION CONTROL #				
APT	Stoss, Sarah	_	Librarian Trainee	24.72/hr	Max 171/2 hrs/wk	06/02/23	20-0182				
							20-0182 24-1162-				
							127				
			4								
		ļ. ;									
		. 1									
			andarryn y pr								
DID YOU:	1 Submit a Duties Statement for		r when refilling those for which D	rtice Statement	is over five years old?	The chave of	nangos ara haraby				
71D 100.	2.Request and canvass an eligit			ules statement		certified as b	eing in accordance				
	3.Submit Application for Employ jurisdiction and appointment dat		ll provisional, temporary and non	-competitive ap	pointments? Fill in	with Civil Ser	vice Requirements.				
	4.Submit a personnel change or										
NCLASSIF	ONSULT YOUR COPY OF THE SUFFOLK COUNTY CIVIL SERVICE RULES FOR A LISTING OF TITLES ASSIGNED TO THE NCLASSIFIED, EXEMPT, NON-COMPETITIVE, AND LABOR CLASSES FOR YOUR TYPE OF JURISDICTION. LL TITLES NOT LISTED ARE IN THE COMPETITIVE CLASS)										
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_	REPORT-OF-PERSONNEL CHANGES DATE PREPARED												
_		SI	JFFOLK COUNTY DE	PARTMENT OF CIVIL SERVICE				-17-73					
	Baypon	t-Blue Point Public L	.ibrary										
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ı	ACTION	NAME	SOCIAL SECURITY #			FOR PART TIME or AT/CI	EFFECTIVE	POSITION CONTROL#					
L			MUST BE INCLUDED	TITLE	SALARY	INCLUDE: # OF HOURS PER WEEK OR PROJECTED	DATE	and/or DUTIES STATEMENT #					
I	APT	Lara, Ashley		Library Clerk	17.00/hr	ANNUAL SALARY	2011112	SIATEMENT #					
l		,		Ciorary Olcik	1 17.00/nr	max 171/2/wk	06/14/23	22-01853					
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		Submit a Duties Statement for a	all new positions or	when refilling those for which Dutie	s Statement is	over five years old?	The above cha	anges are hereby					
		· · · · · · · · · · · · · · · · · · ·		rve positions? provisional, temporary and non-co			certified as be	ing in accordance					
	•	and appointment after	al Dollom di Annica	TION?	прешие арро	intments? Fill in	vith Civil Servi	ice Requirements.					
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	CLASSIFIED, EXEMPT, NON-COMPETITIVE, AND LABOR CLASSES FOR YOUR TYPE OF JURISDICTION. L TITLES NOT LISTED ARE IN THE COMPETITIVE CLASS)												
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€	Signature of Appointing Authority												
				Page 1 of 1									

	su	DATE PREPARED / 15/23									
Baypo	rt-Blue Point Public L	ibrary		-							
ACTION	NAME	SOCIAL SECURITY # MUST BE INCLUDED	TITLE	SALARY	FOR PART TIME of ATICI INCLUDE: # OF HOURS- PER WEEK OR PROJECTED ANNUAL SALARY	EFFECTIVE DATE	POSITION CONTROL# and/or DUTIES STATEMENT#				
RL	Vann, Colleen	}	Library Clerk	17.00/hr	max 171/2/wk	06/05/23	29-1853 24-1162-83				
Apt	Vann, Colleen		Librarian Trainee (children's services)	24.72/hr	max 171/2 /wk	06/05/23	21-61698 24-1162-143				
,											
OID YOU:	1 Cubmit o Duting Change 46		when refilling these faculties Dud	ion Statement	is ever five years old?	The above of	nangae ara barahu				
	YOU: 1.Submit a Duties Statement for all new positions or when refilling those for which Duties Statement is over five years old? The above changes are hereby 2.Request and canvass an eligible list for all competitive positions? 3.Submit Application for Employment (CS-205) on all provisional, temporary and non-competitive appointments? Fill in jurisdiction and appointment date at bottom of application? 4.Submit a personnel change on the PREVIOUS INCUMBENT shown above?										
INCLASSIFI ALL TITLES	ED, EXEMPT, NON-COMPETIN NOT LISTED ARE IN THE CO	TIVE, AND LABOR (MPETITIVE CLASS)	RVICE RULES FOR A LISTING OCLASSES FOR YOUR TYPE OF J			Min	11				
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	SL	DATE PREPARED	6115123									
Baypor	Bayport-Blue Point Public Library											
ACTION	NAME	SOCIAL SECURITY # MUST BE INCLUDED	TITLE	SALARY	FOR PART TIME of AT/CI INCLUDE: # 0F HOURS PER WEEK OR PROJECTED ANNUAL SALARY	EFFECTIVE DATE	POSITION CONTROL # and/or DUTIES STATEMENT #					
SI	Bennett, Wendy	-	Assistant Library Director	94,000.00		07/01/23	15-00081					
Si	Chant, Susan		Library Assistant	66,318.72		07/01/23	94-0454					
SI	Firestone, Michael	1	Library Director	165,128		07/01/23	11-00892					
SI	Lawlor, Marcia		Library Assistant	30.89/hr		07/01/23	94-0454					
SI	Lodato, Emma		Librarian III	75,500.00		07/01/23	22-2424					
SI	McCrosson, Linda		Principal Account Clerk	42.60/hr		07/01/23	06-01801					
SI	O'Rourke, Ryan		Custodial Worker II	58,720.00		07/01/23	10-00201					
Si	Reilly, Christa		Library Clerk	18.91/hr		07/01/23	22-01853					
SI	Sheridan, Klelly	. 1	Librarin II	76,000.00		07/01/23	21-01861					
SI	Soper, Anne	-	Library Clerk	<u>35,456,40</u>		_07/01/23.	08-01330					
; ; j	1.Submit a Duties Statement for all new positions or when refilling those for which Duties Statement is over five years old? The above changes are hereby 2.Request and canvass an eligible list for all competitive positions? 3.Submit Application for Employment (CS-205) on all provisional, temporary and non-competitive appointments? Fill in jurisdiction and appointment date at bottom of application? 4.Submit a personnel change on the PREVIOUS INCUMBENT shown above?											
ONSULT YO	DNSULT YOUR COPY OF THE SUFFOLK COUNTY CIVIL SERVICE RULES FOR A LISTING OF TITLES ASSIGNED TO THE NCLASSIFIED, EXEMPT, NON-COMPETITIVE, AND LABOR CLASSES FOR YOUR TYPE OF JURISDICTION. LL TITLES NOT LISTED ARE IN THE COMPETITIVE CLASS) APPROVED DISAPPROVED											
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FORM 150	APPROVED AS NOTED					Signature of	Appointing Authority					
			Page 1 of 1									

7		_	DATE PREPARED	6/15/23								
				PARTMENT OF CIVIL SERVICE	·							
ł	Baypo	rt-Blue Point Public	Library									
	ACTION	NAME	SOCIAL SECURITY # MUST BE INCLUDED	TITLE	SALARY	FOR PART TIME OF ATICI INCLUDE: # OF HOURS PER WEEK OR PROJECTED ANNUAL SALARY	EFFECTIVE DATE	POSITION CONTROL # and/or DUTIES STATEMENT #				
ľ	SI	Sullivan, Gerald		Librarian II	76,000.00		07/01/23	08-01404				
	SI	Swan, Christine	-	Library Clerk	18.91/hr		07/01/23	22-0 1853				
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ט	ID 100.	2.Request and canvass an eligi			ues Statement i	-	certified as be	eing in accordance				
		3. Submit Application for Employ jurisdiction and appointment da		all provisional, temporary and non-contact	competitive app	ointments? Fill in	with Civil Sen	vice Requirements.				
		4. Submit a personnel change o	n the PREVIOUS IN	CUMBENT shown above?				ĺ				
	CONSULT YOUR COPY OF THE SUFFOLK COUNTY CIVIL SERVICE RULES FOR A LISTING OF TITLES ASSIGNED TO THE JNCLASSIFIED, EXEMPT, NON-COMPETITIVE, AND LABOR CLASSES FOR YOUR TYPE OF JURISDICTION.											
	ALL TITLES NOT LISTED ARE IN THE COMPETITIVE CLASS) APPROVED DISAPPROVED Mull It											
50	APPROVED AS NOTED Signature of Appointing Authority											
70	FORM 190 "			Page 1 of 1								

-REPORT-OF-PERSONNEL-CHANGES-DATE PREPARED 6/15/23 SUFFOLK COUNTY DEPARTMENT OF CIVIL SERVICE Bayport-Blue Point Public Library FOR PART TIME or AT/CI POSITION CONTROL # **EFFECTIVE** SOCIAL SECURITY # INCLUDE: # OF HOURS **ACTION** NAME TITLE SALARY and/or DUTIES MUST BE INCLUDED DATE PER WEEK OR PROJECTED STATEMENT # ANNUAL SALARY SI Ackerman, Brooke Library Clerk 17.86/hr 07/01/23 22-01853 SI Ackerman, Heather | Library Clerk 18.39/hr 07/01/23 22-01853 SI Bishop-Scioli, Laura Librarian I (children's services) 07/01/23 39.08/hr 88-5299 SI Librarian I-call in Bonacasa, Gabriela 30.27/hr 07/01/23 21-01698 SI Burg, Stephen Librarian I 30.89/hr 07/01/23 08-00402 SI Cannini, Charles Library Assistant 19.51/hr 07/01/23 19-00751 SI Carson, Jilliann Library Clerk 17.34/hr 22-01853 07/01/23 SI Casper, Thomas Librarian I (children's services) 33.44/hr 07/01/23 21-01862 1. Submit a Duties Statement for all new positions or when refilling those for which Duties Statement is over five years old? The above changes are hereby JID YOU: 2. Request and canvass an eligible list for all competitive positions? certified as being in accordance 3. Submit Application for Employment (CS-205) on all provisional, temporary and non-competitive appointments? Fill in with Civil Service Requirements. jurisdiction and appointment date at bottom of application? 4. Submit a personnel change on the PREVIOUS INCUMBENT shown above? ONSULT YOUR COPY OF THE SUFFOLK COUNTY CIVIL SERVICE RULES FOR A LISTING OF TITLES ASSIGNED TO THE INCLASSIFIED, EXEMPT, NON-COMPETITIVE, AND LABOR CLASSES FOR YOUR TYPE OF JURISDICTION. **ALL TITLES NOT LISTED ARE IN THE COMPETITIVE CLASS) APPROVED** ☐ DISAPPROVED APPROVED AS NOTED Signature of Appointing Authority

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REPORT OF PERSONNEL CHANGES DATE PREPARED 6/15/23 SUFFOLK COUNTY DEPARTMENT OF CIVIL SERVICE Bayport-Blue Point Public Library FOR PART TIME or ATICI POSITION CONTROL # SOCIAL SECURITY # **EFFECTIVE** INCLUDE: # OF HOURS **ACTION** NAME TITLE SALARY and/or DUTIES MUST BE INCLUDED PER WEEK OR PROJECTED DATE STATEMENT # ANNUAL SALARY SI Costa, Daniel Network Systems Technician 35.08 07/01/23 22-00633 SI Costa, Daniel Librarian I 30.89 07/01/23 20-01821 SI Cranshaw, Alexander Librarian I 29.39/hr 07/01/23 20-01821 SI Cristiano, Josephine Library Clerk 17.86/hr 07/01/23 22-01853 SI Gibson, Cole Custodial Worker I 20-00540 16.32/hr 07/01/23 SI Harrison, Valerie Librarian Trainee 25.21/hr 20-01821 07/01/23 SI Holder, Rodearrick Custodial Worker I 16.81/hr 07/01/23 20-00540 SI Hunt, Daniel Librarian I 29.39/hr 07/01/23 20-01821 SI Hutchinson, Virginia Librarian I 37,35/hr 07/01/23 08-00402 SI Itzkin, Jennifer Librarin Trainee (children's __ | _ .25.21 07/01/23 21-01698= services) 1. Submit a Duties Statement for all new positions or when refilling those for which Duties Statement is over five years old? The above changes are hereby ID YOU: 2. Request and canvass an eligible list for all competitive positions? certified as being in accordance 3. Submit Application for Employment (CS-205) on all provisional, temporary and non-competitive appointments? Fill in with Civil Service Requirements. jurisdiction and appointment date at bottom of application? 4. Submit a personnel change on the PREVIOUS INCUMBENT shown above? ONSULT YOUR COPY OF THE SUFFOLK COUNTY CIVIL SERVICE RULES FOR A LISTING OF TITLES ASSIGNED TO THE NCLASSIFIED, EXEMPT, NON-COMPETITIVE, AND LABOR CLASSES FOR YOUR TYPE OF JURISDICTION. LL TITLES NOT LISTED ARE IN THE COMPETITIVE CLASS) **APPROVED** DISAPPROVED APPROVED AS NOTED Signature of Appointing Authority

-	REPORT-OF PERSONNEL-CHANGES SUFFOLK COUNTY DEPARTMENT OF CIVIL SERVICE DATE PREPARED 6/15/23												
Bayport-Blue Point Public Library													
Dayport-Dide Foint Public Library													
ACTION	NAME	SOCIAL SECURITY # MUST BE INCLUDED	TITLE	SALARY	FOR PART TIME or ATICI INCLUDE: # OF HOURS PER WEEK OR PROJECTED ANNUAL SALARY	EFFECTIVE DATE	POSITION CONTROL # and/or DUTIES STATEMENT #						
SI	Jansen, Gillian		Library Clerk	19.44/hr		07/01/23	22-01853						
SI	Johnson, Christine		Library Treasurer	53.43/hr		07/01/23	11-00236						
0,	Comison, Ormanie		Library Heasurer	33. 4 3/11		07101123	11-00230						
SI	Koehler, Allyson		Librarian Trainee (children's services)	25.21/hr		07/01/23	20-01820						
SI	McDonaold, Sean		Librarian I	39.08/hr		07/01/23	93-1049						
SI	Mitchell, Debra		Librarian I (children's services)	33.44/hr		07/01/23	18-01721						
SI	Narkiewicz, Jacqueline	[1	Librarian I (children's services)	28.37/hr		07/01/23	20-01820						
		<u></u>	W			-	-=						
	2.Request and canvass an eligible list for all competitive positions? 3.Submit Application for Employment (CS-205) on all provisional, temporary and non-competitive appointments? Fill in jurisdiction and appointment date at bottom of application?												
4.Submit a personnel change on the PREVIOUS INCUMBENT shown above? CONSULT YOUR COPY OF THE SUFFOLK COUNTY CIVIL SERVICE RULES FOR A LISTING OF TITLES ASSIGNED TO THE INCLASSIFIED, EXEMPT, NON-COMPETITIVE, AND LABOR CLASSES FOR YOUR TYPE OF JURISDICTION.													
ALL TITLES NOT LISTED ARE IN THE COMPETITIVE CLASS) APPROVED DISAPPROVED Mull full													
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FORM 160 Page 1 of 1													

REPORT OF PERSONNEL CHANGES DATE PREPARED 6/15/23 SUFFOLK COUNTY DEPARTMENT OF CIVIL SERVICE Bayport-Blue Point Public Library FOR PART TIME or AT/CI POSITION CONTROL # **EFFECTIVE** SOCIAL SECURITY # INCLUDE: # OF HOURS **ACTION** NAME TITLE SALARY and/or DUTIES MUST BE INCLUDED DATE PER WEEK OR PROJECTED STATEMENT # ANNUAL SALARY SI Pernice, Julie Librarian I (children's services) 30.86/hr 07/01/23 18-01721 SI Posnanski, Joann Librarian I 40.82/hr 07/01/23 08-00402 SI Rasheed, Anthony Custodial Worker I 17.31/hr 07/01/23 20-00540 SI Sinensky, Carol _ibrarian I 33.48/hr 07/01/23 93-1056 SI Smith, Donna Library Clerk 20/73/hr 07/01/23 22-01853 SI Theiling, Lonna Librarian I 32.64/hr 07/01/23 20-01821 1. Submit a Duties Statement for all new positions or when refilling those for which Duties Statement is over five years old? The above changes are hereby DID YOU: 2. Request and canvass an eligible list for all competitive positions? certified as being in accordance 3. Submit Application for Employment (CS-205) on all provisional, temporary and non-competitive appointments? Fill in with Civil Service Requirements. jurisdiction and appointment date at bottom of application? 4. Submit a personnel change on the PREVIOUS INCUMBENT shown above? CONSULT YOUR COPY OF THE SUFFOLK COUNTY CIVIL SERVICE RULES FOR A LISTING OF TITLES ASSIGNED TO THE JNCLASSIFIED, EXEMPT, NON-COMPETITIVE, AND LABOR CLASSES FOR YOUR TYPE OF JURISDICTION.

ALL TITLES NOT LISTED ARE IN THE COMPETITIVE CLASS) **APPROVED**

☐ DISAPPROVED

APPROVED AS NOTED

Signature of Appointing Authority

REPORT-OF-PERSONNEL-CHANGES SUFFOLK COUNTY DEPARTMENT OF CIVIL SERVICE

DATE PREPARED 6/15/23

Bayport-Blue Point Public Library

ACTION	NAME	SOCIAL SECURITY # MUST BE INCLUDED	TITLE	SALARY	FOR PART TIME OF AT/CI INCLUDE: # OF HOURS PER WEEK OR PROJECTED ANNUAL SALARY	EFFECTIVE DATE	POSITION CONTROL # and/or DUTIES STATEMENT #
	}		·				,
SI	Vatalaro, Richard		Custodial Worker I	17.83/hr		07/01/23	22-01961
SI	Voyack, Shannon	·	Library Assistant	19.51/hr		07/01/23	11-01813
SI	Walden, Jeffrey		Librarian I	29.99/hr		07/01/23	20-01821
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2.Request and canvass an eligible list for all competitive positions?

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4. Submit a personnel change on the PREVIOUS INCUMBENT shown above?

ONSULT YOUR COPY OF THE SUFFOLK COUNTY CIVIL SERVICE RULES FOR A LISTING OF TITLES ASSIGNED TO THE NCLASSIFIED, EXEMPT, NON-COMPETITIVE, AND LABOR CLASSES FOR YOUR TYPE OF JURISDICTION.
ALL TITLES NOT LISTED ARE IN THE COMPETITIVE CLASS)

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APPROVED AS NOTED

The above changes are hereby certified as being in accordance with Civil Service Requirements.

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Signature of Appointing Authority

REPORT OF PERSONNEL CHANGES SUFFOLK COUNTY DEPARTMENT OF CIVIL SERVICE

DATE PREPARED

6-15-23

Bayport-Blue Point Public Library

ACTION	NAME	SOCIAL SECURITY # MUST BE INCLUDED	TITLE	SALARY	FOR PART TIME OF ATACI INCLUDE: # OF HOURS PER WEEK OR PROJECTED ANNUAL SALARY	EFFECTIVE DATE	POSITION CONTROL & and/or DUTIES STATEMENT #
SI	Boeckel, Jamie		Page	15.30/hr		07/01/23	19-01532
SI	Carney, Marisa	<u>-</u>	Page	15.30/hr		07/01/23	19-01532
SI	Chirco, Elijah	. سن	Page	15.30/hr		07/01/23	19-01532
SI	Garvin, Olivia	-	Page	15.30/hr		07/01/23	19-01532
SI	Kiely, Christina		Page	15.30/hr		07/01/23	10-01845
SI	Lin, Christina		Page	15.30/hr		07/01/23	19-01532
SI	Losardo, Olivia	, Ar	Page	15.30/hr		07/01/23	19-01532
SI	Richardt, Leah		Page	15.30/hr		07/01/23	19-01532
SI	Vlachos, Alexandra	ļ	Page	15.30/hr		07/01/23	19-01532
- }		<u> </u>				L XXX	- Maria Mari

1. Submit a Duties Statement for all new positions or when refilling those for which Duties Statement is over five years old? The above changes are hereby JID YOU: 2. Request and canvass an eligible list for all competitive positions?

3. Submit Application for Employment (CS-205) on all provisional, temporary and non-competitive appointments? Fill in jurisdiction and appointment date at bottom of application?

4. Submit a personnel change on the PREVIOUS INCUMBENT shown above?

DISAPPROVED

CONSULT YOUR COPY OF THE SUFFOLK COUNTY CIVIL SERVICE RULES FOR A LISTING OF TITLES ASSIGNED TO THE INCLASSIFIED, EXEMPT, NON-COMPETITIVE, AND LABOR CLASSES FOR YOUR TYPE OF JURISDICTION.

ALL	TITLES	NOT	LISTED	ARE IN	THE CON	<i>I</i> IPETITIVE	CLASS
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APPROVED

Signature of Appointing Authority

certified as being in accordance

with Civil Service Requirements.