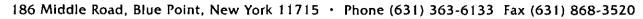
Bayport - Blue Point Public Library





A regular meeting of the Board of Trustees of the Bayport-Blue Point Public Library will be held on Wednesday, June 14, 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 Wednesday, July 5, 2023 7:00 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

5/10/2023

I. CALL TO ORDER

Trustee Devine called the meeting to order at 7:04 p.m. Present were Trustee Devine, Trustee Heineman, Trustee Kennedy-Smith, Trustee McAward, Trustee Adams, Director Mike Firestone, Assistant Director Wendy Bennett and Linda McCrosson to take the minutes.

II. APPROVAL OF MINUTES

Motion made by Trustee Kennedy-Smith, seconded by Trustee Adams to accept the minutes of the April 4, 2023 Regular Meeting of the Board of the Board of Trustees; approved by all.

III. FINANCIAL REPORTS & SCHEDULE OF CLAIMS

Motion made by Trustee Heineman, seconded by Trustee McAward to approve the Bank Reconciliation & Financial Reports dated March 2023; approved by all.

Motion made by Trustee Adams, seconded by Trustee Kennedy-Smith, to approve the Operating Fund Schedule of Claims dated 5/10/2023 (Check Detail Report); approved by all.

Motion made by Trustee McAward, seconded by Trustee Adams to approve the Capital Fund Schedule of claims dated 5/10/2023 (Check Detail Report); approved by all.

Motion made by Trustee Kennedy-Smith, seconded by Trustee Heineman, to approve the listed prepays, as presented, that were paid since last board meeting dated April 5, 2023 through May 9, 2023. (Checks between meetings); approved by all.

Motion made by Trustee Adams, seconded by Trustee McAward to approve the following invoices for prepays; SCLS for \$250.00, and Catherine Demmers for \$22.00; approved by all.

IV. PERSONNEL REPORT

Motion made by Trustee Heineman, seconded by Trustee Adams to approve the CS-150 report dated 5/2/2023 and 5/4/2023, as presented; approved by all.

V. DIRECTOR'S REPORT

VI. UNFINISHED BUSINESS

VII. NEW BUSINESS

Motion made by Trustee Kennedy-Smith, seconded by Trustee Adams to approve the changes to the employee handbook's definition of regular part time employee and part time employee; approved by all.

Motion made by Trustee Heineman, seconded by McAward to adopt the 2023-2024 Budget as presented an approved by the voters on April 4, 2023; approved by all.

Motion made by Trustee Heineman, seconded by Trustee Adams to enter into executive session for legal and contractual discussions at 7:50 p.m.; approved by all.

Motion made by Trustee McAward, seconded by Trustee Kennedy-Smith to exit executive session at 8:02 p.m.; approved by all.

X. ADJOURNMENT

Motion made by Trustee Adams, seconded by Trustee Kennedy-Smith, to adjourn the meeting at 8:03 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 APRIL 2023

M & T BANK CHECKING GENERAL ACCOUNT

	PALANCE PER LIPRARY ROOKS.		
April 1, 2023	BALANCE PER LIBRARY BOOKS: BALANCE PER LIBRARY BOOKS:		\$144,606.73
April 1, 2020	RECEIPTS:		φ144,000.73
	TAX RÉVENUE	207,935.91	Ļ
	ADULT, PROGRAMS	1,147.31	
	JUVENILE PROGRAMS	865.00	1
	PASSPORT FEES	560.00	
	CAFÉ RENT	500.00	ì
	VOTE	375.00	
	YOUNG ADULT PROGRAMS	212.85]
	COPIER	107.95	Į
	ADULT BOOKS	36.00	
	FINES	20.00	
	FRIENDS PASS THROUGH	19.25	
	INTEREST	17.34	
	FAX	12.00	
	SQUARE/PAYFLOW FEES/MISC EXPENSE	(65.32)	211,743.29
	TOTAL(Book Balance + Receipts)		356,350.02
	LESS: APRIL DISBURSEMENTS	_	218,319.71
April 30, 2023	BALANCE PER LIBRARY BOOKS:	_	\$138,030.31
April 30, 2023	BALANCE PER BANK:		
	BALANCE PER BANK:		\$149,035.23
	APR FINES DEPOSITED IN MAY	_	0.00
	TOTAL(Bank Bal + O/S deposits)		149,035.23
	LESS: APRIL OUTSTANDING CHECKS	_	11,004.92
April 30, 2023	BALANCE PER BANK:		\$138,030.31
	į.		

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

BANK RECONCILIATION FOR APRIL 2023

M & T BANK CHECKING CAPITAL ACCOUNT

	BALANCE PER LIBRARY BOOKS:	
April 1, 2023	BALANCE PER LIBRARY BOOKS:	\$52,949.28
	RECEIPTS:	
	INTEREST	4.19
	TOTAL (Book Balance + Receipts)	52,953.47
	LESS: APRIL DISBURSEMENTS	19,676.47
April 30, 2023	BALANCE PER LIBRARY BOOKS:	\$33,277.00
	\	
	•	
April 30, 2023	BALANCE PER BANK:	
	BALANCE PER BANK:	\$33,277.00
	APR INCOME DEPOSITED IN MAY	0.00
	TOTAL (Bank Bal + O/S deposits)	33,277.00
	LESS: APRIL OUTSTANDING CHECKS	0.00
April 30, 2023	BALANCE PER BANK:	\$33,277.00

BAYPORT - BLUE POINT PUBLIC LIBRARY Check Detail

			June 14, 202	.3	
	Num	Date	Source Name	Memo	Paid Amount
	75040	06/14/2023	A TIME FOR KIDS		
	700.10	V071-112020	A IME CONTINUE		
		06/14/2023	A TIME FOR KIDS	JUV PROGRAM	125.00
TOTAL					125.00
	75041	06/14/2023	AMAZON CAPITAL SERVICES		
		06/14/2023	AMAZON CAPITAL SERVICES	YA/MAKER PROGRAM	442.42
			AMAZON CAPITAL SERVICES	ADULT PROGRAM	181.49
			AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	49.59
			AMAZON CAPITAL SERVICES	JUV PROGRAM	39.96
			AMAZON CAPITAL SERVICES	ADULT BOOKS	86.07
TOTAL					799.53
	75042	06/14/2023	AMERICAN EXPRESS		
		06/14/2023	AMERICAN EXPRESS	OFFICE SUPPLIES	579.95
		00/1-1/2020	AMERICAN EXPRESS	POSTAGE	119.54
			AMERICAN EXPRESS	OTHER PROF FEES	2,721.19
			AMERICAN EXPRESS	YA/MAKER PROGRAM	310.53
			AMERICAN EXPRESS	PERIODICALS	131.96
			AMERICAN EXPRESS	ADULT PROGRAM	1,318.74
			AMERICAN EXPRESS	SOFTWARE	1,642.89
			AMERICAN EXPRESS	JUV PROGRAM	59.76
TOTAL					6,884.56
	75043	06/14/2023	ANN FALANGA		
		06/14/2023	ANN FALANGA	REFUND ADULT PROGRAM	20.00
TOTAL					20.00
	75044	06/14/2023	ANNE HEAVEY		
		06/14/2023	ANNE HEAVEY	ADULT PROGRAM	280.00
TOTAL					280.00
	75045	06/14/2023	Anne Soper -E		
		06/14/2023	Anne Soper -E	ADULT PROGRAM	61.92
		06/14/2023	Anne Soper -E	JUV PROGRAM	38.56
TOTAL		00/ (-T/ 2 020	wep		100.48
	75046	06/14/2023	BAKER & TAYLOR BOOKS		

BAYPORT - BLUE POINT PUBLIC LIBRARY Check Detail

	Num	Date	Source Name	Memo	Paid Amount
		06/14/2023	BAKER & TAYLOR BOOKS	JUV BOOKS	2,234.65
			BAKER & TAYLOR BOOKS	ADULT BOOKS	5,271.60
TOTAL					7,506.25
	75047	06/14/2023	BAYPORT FLOWER HOUSE		
		06/14/2023	BAYPORT FLOWER HOUSE	PLANTINGS	1,456.82
TOTAL					1,456.82
	75048	06/14/2023	BAYPORT SIGN SOLUTIONS		
		06/14/2023	BAYPORT SIGN SOLUTIONS	SIGNAGE	375.00
TOTAL		•			375.00
	75049	06/14/2023	BILBLIOTHECA, LLC		
	•	06/14/2023	BILBLIOTHECA, LLC	REF/ONLINE SERVICES	197.91
TOTAL					197.91
	75050	06/14/2023	BRIARCLIFF SPRINKLERS		
TOTAL		06/14/2023	BRIARCLIFF SPRINKLERS	SPRINKLERS	305.73
TOTAL					305.73
	75051	06/14/2023	BRODART CO.		
		06/14/2023	BRODART CO.	JUV BOOKS	15.56
TOTAL					15.56
			0.471170117		
	75052	06/14/2023	CATHERINE CROCETTI		
		06/14/2023	CATHERINE CROCETTI	ADULT PROGRAM	800.00
TOTAL					800.00
	75053	06/14/2023	СІТ		
		06/14/2023	СІТ	COPIERS	274.89
TOTAL					274.89
	75054	06/14/2023	COOKING WITH CHEF MICHELLE		
		06/14/2023	COOKING WITH CHEF MICHELLE	JUV PROGRAM	70.00
TOTAL					70.00
	75055	06/14/2023	DEBRA JEDLICKA		

BAYPORT - BLUE POINT PUBLIC LIBRARY Check Detail

	Num	Date	Source Name	Memo	Paid Amount
					Tala Allount
		06/14/2023	DEBRA JEDLICKA	REFUND ADULT PROGRAM	25.00
TOTAL					25.00
					20.00
	75056	06/14/2023	DEMCO		
		06/14/2023	DEMCO	OFFICE SUPPLIES	159.33
TOTAL					159.33
	750 5 7	06/14/2023	DIANE ARONSEN		
		00/44/0000	Bland about		
TOTAL		06/14/2023	DIANE ARONSEN	ADULT PROGRAM	220.00
TOTAL					220.00
	75058	06/14/2023	DONNA NESTERUK		

		06/14/2023	DONNA NESTERUK	ADULT PROGRAM	300.00
TOTAL					300.00
	75059	06/14/2023	ECO-PHOTO EXPLORERS		
		06/14/2023	ECO-PHOTO EXPLORERS	ADULT PROGRAM	225.00
TOTAL					225.00
	75060	06/14/2023	ELECTRONIX SYSTEMS		
		06/14/2023	ELECTRONIX SYSTEMS	ALARM SYSTEM	170.04
TOTAL		00/14/2023	ELECTRONIA STOLEMS	ALARIN STSTEM	170.04
IOIAL					170.04
	75061	06/14/2023	ELIZABETH JIN		
		06/14/2023	ELIZABETH JIN	ADULT PROGRAM	400.00
		06/14/2023	ELIZABETH JIN	ADULT PROGRAM	400.00
TOTAL					800.00
	75062	06/14/2023	EMILY HANUSCH		
		0014 410000	Fran VIIIANII IOOTI	REFUND ADULT PROGRAM	25.00
TOTAL		06/14/2023	EMILY HANUSCH	REPUND ADOLT PROGRAM	25.00
TOTAL					29.00
	75063	06/14/2023	EMMA LODATO-e		
		· 			
		06/14/2023	EMMA LODATO-e	JUV PROGRAM	100.92
TOTAL					100.92

BAYPORT - BLUE POINT PUBLIC LIBRARY Check Detail

	Num	Date	JUNE 14, 2023 Source Name	Memo	Paid Amount
	75064	06/14/2023	EMMA S. CLARK MEMORIAL LIBRARY		T dio Amount
TOTAL		06/14/2023	EMMA S. CLARK MEMORIAL LIBRARY	ADULT BOOK	17.99 17.99
	75065	06/14/2023	FRANK GIEBFRIED		
TOTAL		06/14/2023	FRANK GIEBFRIED	ADULT PROGRAM	500.00 500.00
	75066	06/14/2023	FRIENDS OF THE BAYPORT-BLUE POINT	PUB LIB	
TOTAL		06/14/2023	FRIENDS OF THE BAYPORT-BLUE POINT	FRIENDS PASS THROUGH ACCOL	.193.64 193.64
	75067	06/14/2023	GREAT SOUTH BAY LANDSCAPING		
TOTAL		06/14/2023	GREAT SOUTH BAY LANDSCAPING	LAWN SERVICE	6,645.00 6,645.00
	75068	06/14/2023	HISTORIC MUSIC ARCHIVES, INC.		
TOTAL		06/14/2023	HISTORIC MUSIC ARCHIVES, INC.	MUSIC PROGRAM	800.00
	75069	06/14/2023	J.K.HODGE		
TOTAL		06/14/2023	J.K.HODGE	ADULT PROGRAM	175.00 175.00
	75070	06/14/2023	JAMES CUMMINGS		
TOTAL		06/14/2023	JAMES CUMMINGS	ADULT PROGRAM	300.00 300.00
	75071	06/14/2023	JENNIFER FRASCOGNA		
TOTAL		06/14/2023	JENNIFER FRASCOGNA	ADULT PROGRAM	480.00 480.00
	75072	06/14/2023	JESSICA REILLY		
TOTAL		06/14/2023	JESSICA REILLY	ADULT PROGRAM	210.00 210.00

BAYPORT - BLUE POINT PUBLIC LIBRARY Check Detail

	Num	Date	Source Name	Memo	Paid Amount
	75073	06/14/2023	JOHN TETO		
		06/14/2023	JOHN TETO	MUSIC FEES	500.00
TOTAL					500.00
	75074	06/14/2023	JOYCE WALKER		
		06/14/2023	JOYCE WALKER	ADULT PROGRAM	170.00
TOTAL					170.00
	75075	06/14/2023	JULIE PERNICE		
		06/14/2023	JULIE PERNICE	JUV PROGRAM	20.00
TOTAL		06/14/2023	JULIE PERNICE	MILEAGE LILC CONF	14.75 34.75
TOTAL					34.73
	75076	06/14/2023	KANOPY, INC.		
		06/14/2023	KANOPY, INC.	REF/ONLINE SERVICES	. 84.00
TOTAL					84.00
	75077	06/14/2023	KATHLEEN KUSSERTT		
		06/14/2023	KATHLEEN KUSSERTT	REFUND ADULT PROGRAM	10.00
TOTAL					10.00
	75078	06/14/2023	KATHLEEN RUSSERT		
		06/14/2023	KATHLEEN RUSSERT	REFUND ADULT PROGRAM	10.00
TOTAL					10.00
	75079	06/14/2023	KATHLEEN YOUNG		
		06/14/2023	KATHLEEN YOUNG	REFUND ADULT PROGRAM	12.00
TOTAL					12.00
	75080	06/14/2023	KELLY SHERIDAN		
		06/14/2023	KELLY SHERIDAN	YA PROGRAM	170.00
TOTAL					170.00
	75081	06/14/2023	KIMBERLY JORDAN		
		06/14/2023	KIMBERLY JORDAN	REFUND ADULT PROG	10.00
TOTAL		, ,, <u></u>			10.00

BAYPORT - BLUE POINT PUBLIC LIBRARY Check Detail

June 14, 2023

	Num	Date	Source Name	Memo	Paid Amount
	75082	06/14/2023	KING KULLEN GROCERY CORP, INC.		
TOTAL		06/14/2023	KING KULLEN GROCERY CORP, INC.	LIB MISC	28.76 28.76
	75083	06/14/2023	LAURIE JANOWITZ		
TOTAL		06/14/2023	LAURIE JANOWITZ	ADULT PROGRAM	375.00 375.00
	75084	06/14/2023	LINDA LEUZZI		
TOTAL		06/14/2023	LINDA LEUZZI	ADULT PROGRAM	150.00 150.00
	75085	06/14/2023	MATTHEW BERKHOUT		
TOTAL		06/14/2023	MATTHEW BERKHOUT	ADULT PROGRAM	200.00
	75086	06/14/2023	MATTY A. LUPINACCI		
TOTAL		06/14/2023	MATTY A. LUPINACCI	MUSIC PROGRAM	500.00
	75087	06/14/2023	MCJ CLEANING SERVICES CORP.		
TOTAL		06/14/2023	MCJ CLEANING SERVICES CORP.	CLEANING SERVICE	3,360.00 3,360.00
	75088	06/14/2023	MD DESIGN STUDIOS		
TOTAL		06/14/2023	MD DESIGN STUDIOS	ADULT PROGRAM	640.00 640.00
	75089	06/14/2023	MEGHAN VANKURIN		
TOTAL		06/14/2023	MEGHAN VANKURIN	JUV PROGRAM	300.00
	75090	06/14/2023	MIDWEST TAPE		
		06/14/2023	MIDWEST TAPE MIDWEST TAPE	ADULT DVD ADULT CD	1,088.31 1,155.24

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BAYPORT - BLUE POINT PUBLIC LIBRARY Check Detail

	Num	Date	June 14, 2023 Source Name	Memo	Paid Amount
		Date	MIDWEST TAPE	ADULT BOT	85.96
TOTAL			MIDWEST TAPE	ADOLIBOT	2,329.51
101712					2,020.01
	75091	06/14/2023	MIDWEST TAPE -HOOPLA		
		06/14/2023	MIDWEST TAPE -HOOPLA	REF/ONLINE SERVICES	599.91
TOTAL					599.91
	75092	06/14/2023	MOTHERHOOD MOVES		
	73032	00/14/2023	MOTTERTIOOD MOVES		
		06/14/2023	MOTHERHOOD MOVES	JUV PROGRAM	720.00
TOTAL					720.00
	75093	06/14/2023	NATIONAL GRID		
		06/14/2023	NATIONAL GRID	GAS	380.64
TOTAL		00/1 1/2020			380.64
	75094	06/14/2023	NATIONAL WASTE SERVICES		
TOTAL		06/14/2023	NATIONAL WASTE SERVICES	REFUSE REMOVAL	500.00 500.00
TOTAL					500.00
	75095	06/14/2023	NYLA		
		06/14/2023	NYLA	OTHER PROF FEES	750.00
TOTAL					750.00
	75096	06/14/2023	NYS EMPLOYEE'S HEALTH INSURANCE		
	15090	00/14/2023	NTS EMPLOTEE'S REALTH INSURANCE		
		06/14/2023	NYS EMPLOYEE'S HEALTH INSURANCE	HEALTH INSURANCE	34,598.90
TOTAL					34,598.90
	75097	06/14/2023	OCLC INC.		
		06/14/2023	OCLC INC.	SOFTWARE	539.46
TOTAL					539.46
	75098	06/14/2023	OPTIMUM		
		00/44/0000	ODTIMUM	ODTIMUM	295 12
TOTAL		06/14/2023	OPTIMUM	OPTIMUM	385.12 385.12
	75099	06/14/2023	PATTY RYAN		

BAYPORT - BLUE POINT PUBLIC LIBRARY Check Detail

	Num	Date	June 14, 2023 Source Name	Memo	Paid Amount
		06/14/2023	PATTY RYAN	REFUND ADULT PROGRAM	12.00
TOTAL		00/14/2020	7,7171	The one hour in the one will	12.00
	75100	06/14/2023	PSEGLI		
		06/14/2023	PSEGLI	ELECTRIC	539.53
TOTAL					539.53
	75101	06/14/2023	RACHEL KLADIAS		
	73101	00/14/2023	RACHEE READIAS		
		06/14/2023	RACHEL KLADIAS	ADULT PROGRAM	225.00
TOTAL					225.00
	75102	06/14/2023	RAVEN JANOSKI		
				4DI	475.00
TOTAL		06/14/2023	RAVEN JANOSKI	ADULT PROGRAM	475.00 475.00
IOIAL	•				475.00
	75103	06/14/2023	RHONDA BERRETTA		
		06/14/2023	RHONDA BERRETTA	REFUND ADULT PROGRAM	10.00
TOTAL					10.00
	75104	06/14/2023	ROBERT SCOTT		
		06/14/2023	ROBERT SCOTT	ADULT PROGRAM	545.00
TOTAL		00/14/2020	NODEN GOOT	A DOLL I MOOIVAII	545.00
	75105	06/14/2023	ROSE COLAN		
		06/14/2023	ROSE COLAN	REFUND ADULT PROGRAM	20.00
TOTAL					20.00
	75106	06/14/2023	ROSEMARIE WITTMAN		
	73100	00/14/2023	ROSEMARIE WITTMAN		
		06/14/2023	ROSEMARIE WITTMAN	REFUDN ADULT PROGRAM	12.00
TOTAL	,				12.00
	75107	06/14/2023	SCLS		
		0014410000	colc	UN/DDOODAN	225.00
		06/14/2023	SCLS SCLS	JUV PROGRAM ADULT PROGRAM	630.00
			SCLS	OFFICE SUPPLIES	179.96
TOTAL	,				1,034.96

BAYPORT - BLUE POINT PUBLIC LIBRARY Check Detail

	Num	Date	Source Name	Memo	Paid Amount
	75108	06/14/2023	SEBCO BOOKS	****	
		06/14/2023	SEBCO BOOKS	JUV BOOKKS	1,937.91
		06/14/2023	SEBCO BOOKS	YA BOOKS	484.64
TOTAL					2,422.55
	75109	06/14/2023	SPROUTS AND FRIENDS, INC.		
		06/14/2023	SPROUTS AND FRIENDS, INC.	JUV PROGRAM	600.00
TOTAL					600.00
	75110	06/14/2023	STERICYCLE, INC.		
		06/14/2023	STERICYCLE, INC.	SHREDDING SERVICES	214.53
TOTAL					214.53
	75111	06/14/2023	SUSAN CHANT		
		06/14/2023	SUSAN CHANT	JUV PROGRAM	108.49
TOTAL					108.49
	75112	06/14/2023	T MOBILE		
	701.2	00,14,2020	I MODILE.		
		06/14/2023	T MOBILE	HOT SPOTS	407.64
TOTAL					407.64
	75113	06/14/2023	T ROWE PRICE		
		06/14/2023	T ROWE PRICE	EMPLOYEE CONTRIBUTIONS	709.45
TOTAL					709.45
	75114	06/14/2023	W.B.MASON		
		06/14/2023	W.B.MASON	OFFICE SUPPLIES	201.95
TOTAL					201.95
	75115	06/14/2023	WELLS FARGO FINANCAIL LEASING		
		06/14/2023	WELLS FARGO FINANCAIL LEASING	COPIERS	629.00
TOTAL		00/14/2020	WEELS (MISSON IN MISSON ELEMONIC	001.121.0	629.00
	75116	06/14/2023	A TIME FOR KIDS		
	10110	I EULJ	A THREE DIVINOS		
TOT*:		06/14/2023	A TIME FOR KIDS	JUV PROGRAM	465.00
TOTAL					465.00

BAYPORT - BLUE POINT PUBLIC LIBRARY Check Detail

			June 14, 2023		
	Num	Date	Source Name	Memo	Paid Amount
	75117	06/14/2023	BILBLIOTHECA, LLC		
		06/14/2023	BILBLIOTHECA, LLC	REF/ONLINE SERVICES	91.37
TOTAL					91.37
	75118	06/14/2023	CATHIE HARRIS		
				DESCRIPTION ADDRESS AND ADDRES	44.00
		06/14/2023	CATHIE HARRIS	REFUND ADULT PROGRAM	14.00
TOTAL					14.00
	75119	06/14/2023	EMERALD ISLAND		
	10119	00/14/2023	EMERALD ISLAND		
		06/14/2023	EMERALD ISLAND	CUSTODIAL SUPPLIES	835.00
TOTAL					835.00
	75120	06/14/2023	KELLY SHERIDAN		
		06/14/2023	KELLY SHERIDAN	YA PROGRAM	62.79
TOTAL					62.79
	75121	06/14/2023	PBC GURU		
		06/14/2023	PBC GURU	REF/ONLINE SERVICES	3,500.00
TOTAL					3,500.00
	75122	06/14/2023	ROBERT SCOTT		
		06/14/2023	DODEDT COOTT	ADULT BROODAM	20.00
TOTAL		00/14/2023	ROBERT SCOTT	ADULT PROGRAM	30.00
IOIAL					30.00
	75123	06/14/2023	SCLS		
		06/14/2023	SCLS	POSTAGE	36.00
			SCLS	OFFICE SUPPLIES	39.03
			SCLS	JUV PROGRAM	1,080.00
			SCLS	ADULT PROGRAM	1,080.00
TOTAL					2,235.03
	75124	06/14/2023	SUFFOLK COUNTY WATER AUTHORITY		
		06/44/0000	CHECK COMBINATION AUTHORITI	WATER	
TOTAL		06/14/2023	SUFFOLK COUNTY WATER AUTHORITY	WAIER	82.95
IOIAL					82.95
	75125	06/14/2023	SCLS		
		3			

BAYPORT - BLUE POINT PUBLIC LIBRARY Check Detail

June 14, 2023

			Juile 14, 20	143	
	Num	Date	Source Name	Memo	Paid Amount
		06/14/2023	SCLS	REF/ONLINE SERVICES	31,067.00
TOTAL					31,067.00
	75126	06/14/2023	AMAZON CAPITAL SERVICES		
		06/14/2023	AMAZON CAPITAL SERVICES	ADULT BOOKS	91.77
			AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	7.98
			AMAZON CAPITAL SERVICES	YA/MAKER PROGRAM	203.11
TOTAL					302.86

124,769.80

BAYPORT - BLUE POINT PUBLIC LIBRARY Check Detail

May 11 through June 13, 2023

	Num	Date	Source Name	Memo	Pald Amount
	75032	05/22/2023	CATHERINE DEMMERS	5	
		05/22/2023	CATHERINE DEMMERS	REFUND OF OVERPAYMENT	22.00
TOTAL				•	22.00
	75033	05/22/2023	GIS BENEFITS		
		05/22/2023	GIS BENEFITS	EMPLOYEE PAYMENTS	915.29
TOTAL				•	915.29
	75034	05/22/2023	NET2PHONE, INC.		
		05/22/2023	NET2PHONE, INC.	TELEPHONES	220.64
TOTAL				•	220.64
	75035	05/22/2023	NYS EMPLOYEE'S HEALTH INSURANCE		
		05/22/2023	NYS EMPLOYEE'S HEALTH INSURANCE	HEALTH INSURANCE	35,569.98
TOTAL				•	35,569.98
	75036	05/22/2023	OPTIMUM		
		05/22/2023	OPTIMUM	OPTIMUM	204.09
TOTAL				•	204.09
	75037	05/22/2023	SCLS		
		05/22/2023	SCLS	OUTDOOR MOVIE LICENSE	250.00
TOTAL					250.00
	75038	05/22/2023	T ROWE PRICE		
		05/22/2023	T ROWE PRICE	EMPLOYEE CONTRIBUTIONS	673.72
TOTAL					673.72
	75039	05/22/2023	T ROWE PRICE		
		05/22/2023	T ROWE PRICE	EMPLOYEE CONTRIBUTIONS	678.28
TOTAL					678.28

38,534.00



sh Required		\$48,527.02
Debit for Checks (Net Pay)	Peoples United Bank, Routing/Transit no. (ABA) 221172186, Bank account no. XXXXXX2740	\$4,791.1
Debit for FSDD (Full Service Direct Deposit)	Peoples United Bank, Routing/Transit no. (ABA) 221172186, Bank account no. XXXXXX2740	\$30,451.7
Debit for Taxes	Peoples United Bank, Routing/Transit no. (ABA) 221172186, Bank account no. XXXXXX2740	\$12,900.74
Debit for Pay-by-Pay	Peoples United Bank, Routing/Transit no. (ABA) 221172186, Bank account no. XXXXXX2740	\$383.4
Total cash required for Peoples United Bank, RoXXXXX2740	outing/Transit no. (ABA) 221172186, Bank account no.	\$48,527.0
TO A DECIMAL PROPERTY OF THE P		
nt Note		
Your cash required total does not include your fe		

1 of 2

LIBRARY

Check date: 5/11/2023 - Payroll 1

Company: BAYPORT BLUE POINT PUBLIC

Pay Period: 04/23/2023 to: 05/06/2023

Run Number: 0474

after you process your payroll with the debit from your account occurring 3 banking days later.

20241173 - RF/MJU

Date Printed: 06/12/2023 10:21

Net Pay							
	Checks				4.791.13		
	Subtotal Net Pay					4,79	1.13
	Total Net Pay Llability (Net Cash)					4,79	
Taxes		Deposit Responsibility Client	Deposit Respo	onsibility	***************************************		
	Agency Rate	EE withheld ER contrlb	EE withheld Ef	contrib			
ederal	Federal Income Tax		4,002.73		4,002	.73	
	Social Security		2,863.24	2,863.23	5,726	.47	
	Medicare		669.65	669.62	1,339	.27	
	Subtotal Federal		7,535.62	3,532.85	11,068	.47	
State	NY State Income Tax		1,832.27				
	Subtotal NY		1,832.27		1,832	.27	
	Total Taxes		9,367.89	3,532.85	12,900	_	
	Pay-by-Pay Insurance					383.40	
otal Riwook	V Pay Fraguency						
otal Biweek	ly Pay Frequency		<u>.</u>				,
otal Biweek	Total Direct Deposit (FSDD)	\$30,451.75					
otal Biwaek	Total Direct Deposit (FSDD) Total Pay-by-Pay Insurance	\$30,451.75 \$383.40					
otal Blweek	Total Direct Deposit (FSDD) Total Pay-by-Pay Insurance Total Taxes	\$30,451.75					
otal Blweek	Total Direct Deposit (FSDD) Total Pay-by-Pay Insurance	\$30,451.75 \$383.40 \$12,900.74 \$43,735.89					
	Total Direct Deposit (FSDD) Total Pay-by-Pay Insurance Total Taxes Total Amount ADP Debited from your	\$30,451.75 \$383.40 \$12,900.74 \$43,735.89					SANGE BUY PROVIDENCE
	Total Direct Deposit (FSDD) Total Pay-by-Pay Insurance Total Taxes Total Amount ADP Debited from your Account(s)	\$30,451.75 \$383.40 \$12,900.74 \$43,735.89					diska uzo spuniskia
	Total Direct Deposit (FSDD) Total Pay-by-Pay Insurance Total Taxes Total Amount ADP Debited from your Account(s) 1/2023 - Payroll 1 Total Direct Deposit (FSDD) Total Pay-by-Pay Insurance	\$30,451.75 \$383.40 \$12,900.74 \$43,735.89 \$30,451.75 \$383.40					niska uzo spusikka
	Total Direct Deposit (FSDD) Total Pay-by-Pay Insurance Total Taxes Total Amount ADP Debited from your Account(s) 1/2023 - Payroll 1 Total Direct Deposit (FSDD)	\$30,451.75 \$383.40 \$12,900.74 \$43,735.89					alika uzo speciskia

Company: BAYPORT BLUE POINT PUBLIC LIBRARY

Check date: 5/11/2023 - Payroll 1 Pay Period: 04/23/2023 to: 05/06/2023

2 of 2

Run Number: 0474

Date Printed: 06/12/2023 10:21

Bank account no. XXXXXX2740 Peoples United Bank, Routing/Transit no. (ABA) 221172186,	\$31,661.58
Bank account no. XXXXXX2740	
Peoples United Bank, Routing/Transit no. (ABA) 221172186, Bank account no. XXXXXX2740	\$13,142.6
Peoples United Bank, Routing/Transit no. (ABA) 221172186, Bank account no. XXXXXX2740	\$323.50
	Bank account no. XXXXXX2740 Peoples United Bank, Routing/Transit no. (ABA) 221172186,

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: 5/25/2023 - Payroll 1 Pay Period: 05/07/2023 to: 05/20/2023 Run Number: 0481

Date Printed: 06/12/2023 10:21

Net Pay								
	Checks			_		5,100.24	<u> </u>	
	Subtotal Net Pay						5,	100.24
	Total Net Pay Liability (Net Cash)						5,	100.24
Taxes		Deposit Resp Clien		Deposit Resp ADF				-
	Agency Rate	EE withheld E	R contrib	EE withheld E	R contrib			
ederal	Federal Income Tax			4,005.57		4	,005.57	
	Social Security			2,961.79	2,961.83	5	,923.62	
	Medicare			692.69	692.71	1	,385.40	
	Subtotal Federal			7,660.05	3,654.54	11.	,314.59	
tate	NY State Income Tax			1,828.02				
	Subtotal NY			1,828.02			,828.02	
	Total Taxes			9,488.07	3,654.54		,142.61	
ther Transf	ers Full Service Direct Deposit (FSDD)						31,661.58 323.50	
Other Transf	ers Full Service Direct Deposit (FSDD) Pay-by-Pay Insurance						31,661.58 323.50	
	Pay-by-Pay Insurance				-4-14-140 <u></u>	HB		44 Employed Transaction
					udi "hidekili unii ess	H3. 1.		
	Pay-by-Pay Insurance	\$31	,661.58		nd************************************	### h		
	Pay-by-Pay Insurance		,661.58 323.50			## # **		
	Pay-by-Pay Insurance Ily Pay Frequency Total Direct Deposit (FSDD) Total Pay-by-Pay Insurance Total Taxes	\$ \$13	323.50 ,142.61		ad 1667,800 aug 1865	H4		
	Pay-by-Pay Insurance Ity Pay Frequency Total Direct Deposit (FSDD) Total Pay-by-Pay Insurance	\$13 \$45	323.50			H.E. h		
otal Biweek	Pay-by-Pay Insurance Ily Pay Frequency Total Direct Deposit (FSDD) Total Pay-by-Pay Insurance Total Taxes Total Amount ADP Debited from your	\$13 \$45	323.50 ,142.61			***		
otal Biweek	Pay-by-Pay Insurance Total Direct Deposit (FSDD) Total Pay-by-Pay Insurance Total Taxes Total Amount ADP Debited from your Account(s) 5/2023 - Payroll 1	\$13 \$45 \$31	323.50 ,142.61 ,127.69					
otal Biweek	Pay-by-Pay Insurance Total Direct Deposit (FSDD) Total Pay-by-Pay Insurance Total Taxes Total Amount ADP Debited from your Account(s) 5/2023 - Payroll 1 Total Direct Deposit (FSDD) Total Pay-by-Pay Insurance	\$13 \$45 \$31	323.50 ,142.61 ,127.69 ,681.58 323.50					
otal Blweek	Pay-by-Pay Insurance Total Direct Deposit (FSDD) Total Pay-by-Pay Insurance Total Taxes Total Amount ADP Debited from your Account(s) 5/2023 - Payroll 1	\$13 \$45 \$31 \$31	323.50 ,142.61 ,127.69					

Company: BAYPORT BLUE POINT PUBLIC

LIBRARY

Check date: 5/25/2023 - Payroll 1

Pay Period: 05/07/2023 to: 05/20/2023

2 of 2

Run Number: 0481

Date Printed: 06/12/2023 10:21

Peoples United Bank, Routing/Transit no. (ABA) 221172186, Bank account no. XXXXXX2740	\$4,159.17
Peoples United Bank, Routing/Transit no. (ABA) 221172186, Bank account no. XXXXXX2740	\$29,837.70
Peoples United Bank, Routing/Transit no. (ABA) 221172186, Bank account no. XXXXXX2740	\$12,431.59
Peoples United Bank, Routing/Transit no. (ABA) 221172186, Bank account no. XXXXXX2740	\$303.46
	Bank account no. XXXXXX2740 Peoples United Bank, Routing/Transit no. (ABA) 221172186, Bank account no. XXXXXX2740 Peoples United Bank, Routing/Transit no. (ABA) 221172186,

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.

Company: BAYPORT BLUE POINT PUBLIC

LIBRARÝ

Check date: 6/8/2023 - Payroll 1

Pay Period: 05/21/2023 to: 06/03/2023

1 of 2

Run Number: 0484

Date Printed: 06/12/2023 10:21

Net Pay										
··	Checks						4,159,17			
	Subtotal Net Pay		-				.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		4,159.	17
	Total Net Pay Liability (Net Cash)			•					4,159.	
Taxes	<u> </u>		Deposit Res	sponsibility ent		sponsibility DP				
	Agency F	Rate	EE withheld	ER contrib	EE withheld	ER contrib				
Federal	Federal Income Tax				3,850.05		3	3,850.05		
	Social Security				2,762.89	2,762.90	ŧ	5,525.79		
	Medicare	4.			646.17	646.16	1	1,292.33		
	Subtotal Federal				7,259,11	3,409.06	10),668.17		
State	NY State Income Tax				1,763.42					
	Subtotal NY				1,763.42			1,763.42		
	Total Taxes				9,022.53	3,409.06		2,431.59		
Other Transi	fers Full Service Direct Deposit (FSDD)			•					,837.70	
Other Transi	fers Full Service Direct Deposit (FSDD) Pay-by-Pay Insurance			·					,837.70 3.46	
Other Transi			_							
				F 8500 E	on as us					
	Pay-by-Pay Insurance				na ao us	E N				
	Pay-by-Pay Insurance			29,837.70 \$303.46	cus de Le		<u>, </u>			
	Pay-by-Pay Insurance klý Pay Frequency Total Direct Deposit (FSDD) Total Pay-by-Pay Insurance Total Taxes		\$: \$:	29,837.70 \$303.46 12,431.59	nus ayr un					
	Pay-by-Pay Insurance kiy Pay Frequency Total Direct Deposit (FSDD) Total Pay-by-Pay Insurance Total Taxes Total Amount ADP Debited from you	ur	\$; \$ \$-	29,837.70 \$303.46 12,431.59 42,572.75						
otal Biwéel	Pay-by-Pay Insurance klŷ Pay Frequency Total Direct Deposit (FSDD) Total Pay-by-Pay Insurance Total Taxes Total Amount ADP Debited from you Account(s)	ur	\$; \$ \$-	29,837.70 \$303.46 12,431.59 42,572.75						
otal Biwéel	Pay-by-Pay Insurance kiy Pay Frequency Total Direct Deposit (FSDD) Total Pay-by-Pay Insurance Total Taxes Total Amount ADP Debited from you	ur	\$; \$ \$-	29,837.70 \$303.46 12,431.59 42,572.75						
otal Biwéel	Pay-by-Pay Insurance klŷ Pay Frequency Total Direct Deposit (FSDD) Total Pay-by-Pay Insurance Total Taxes Total Amount ADP Debited from you Account(s)	ur	\$; \$	29,837.70 \$303.46 12,431.59 42,572.75						
Total Biwéek	Pay-by-Pay Insurance kiy Pay Frequency Total Direct Deposit (FSDD) Total Pay-by-Pay Insurance Total Taxes Total Amount ADP Debited from you Account(s) //2023 - Payroll 1 Total Direct Deposit (FSDD) Total Pay-by-Pay Insurance	ur	\$; \$ \$	29,837.70 \$303.46 12,431.59 42,572.75 29,837.70 \$303.46						
Total Biwéek	Pay-by-Pay Insurance kly Pay Frequency Total Direct Deposit (FSDD) Total Pay-by-Pay Insurance Total Taxes Total Amount ADP Debited from you Account(s)	JI7 * در ۱۳۰۰	\$; \$ \$ \$;	29,837.70 \$303.46 12,431.59 42,572.75 29,837.70						43 Employee Transactions

Company: BAYPORT BLUE POINT PUBLIC LIBRARY

Check date: 6/8/2023 - Payroll 1 Pay Period: 05/21/2023 to: 06/03/2023

Run Number: 0484

2 of 2

Date Printed: 06/12/2023 10:21

SU	DATE PREPARED	5-9-23				
Bayport-Blue Point Public L		PARTMENT OF CIVIL SERVICE			 	
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 #
APT Vatalaro, Kenneth		Custodial Worker I	\$16.00/hr	15 hrs /wk	05/19/23	22-01961 24-1162-195
DID 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 here 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 UNCLASSIFIED, EXEMPT, NON-COMPETIT (ALL TITLES NOT LISTED ARE IN THE COM	COUNTY CIVIL SE TIVE, AND LABOR (MPETITIVE CLASS)	RVICE RULES FOR A LISTING OCLASSES FOR YOUR TYPE OF .		1	11:	1/4
APPROVED OF THE PROVED AS NOTED	DISAPPROVED			· -	Signature of	Appointing Authority
CS FORM 150		Page 1 of 1			- Ginamo Ol	

REPORT OF PERSONNEL CHANGES SUFFOLK COUNTY DEPARTMENT OF CIVIL SERVICE

DATE PREPARED

5-11-73

Bayport-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 #
APT	Aheam, Deborah		Librarian I	\$30.00/HR	Max 171/2/wk	05/08/23	20-01821
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YOU:	1.Submit a Duties Statement fo	r all new positions o	r when refilling those for which Duti	es Statement i	s over five years old?	The above ch	ances are hereby

DID 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?

DISAPPROVED

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

(ALL TITLES NOT LISTED ARE IN THE COMPET
--

APPROVED	AS NOTED
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APPROVED

Mars It

Signature of Appointing Authority

certified as being in accordance

with Civil Service Requirements.

	<u>:</u>		· · · · · · · · · · · · · · · · · · ·	<u> </u>				
·{- 			ERSONNEL CHANGES		41 <u>-</u>	DATE PREPARED	5 15 23	
 -		JFFOLK COUNTY DE	PARTMENT OF CIVIL SERVICE				91191	
Baypor	rt-Blue Point Public L	ibrary						
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 #	
TRS	Pabisz, Amy		Librarian I (Children's Services)	\$30.28/hr	Max 171/2/wk	05/31/23	20-01820	
DID 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?							
	· · - · · · - · · · · · · · · · · · · · · · · · ·		ERVICE RULES FOR A LISTING C				İ	
	FIED, EXEMPT, NON-COMPETIT S NOT LISTED ARE IN THE COM	•	CLASSES FOR YOUR TYPE OF J	URISDICTION	l.	_	1	
		DISAPPROVED			 -	M. 1.0		
	APPROVED AS NOTED	JIOAPPRUVEU				Signature of	Appointing Authority	
S FORM 150		<u></u>				Signature Of	A Assertantia Comments	

	SL		ERSONNEL CHANGES EPARTMENT OF CIVIL SERVICE			DATE PREPARED	5	10/23	
Baypor	rt-Blue Point Public L	ibrary			<u> </u>				1
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	and/	ON CONTROL# for DUTIES TEMENT #	
APT	Boeckel, Jamie		Page	\$15.00/hr		05/19/23	19 -	01532	1
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<u> </u>						<u> </u> :		179	l
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ID YOU:	1.Submit a Duties Statement for	all new positions o	r when refilling those for which Duti	es Statement i	s over five years old?	The above ch	ange a	ne hereby	l
,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	2.Request and canvass an eligib	le list for all compe	titive positions?			certified as be			
			all provisional, temporary and non-co	ompetitive app	ointments? Fill in	with Civil Sen	rice Requ	uirements.	
	jurisdiction and appointment date 4.Submit a personnel change on								
ONSULT Y	OUR COPY OF THE SUFFOLK	COUNTY CIVIL SE	RVICE RULES FOR A LISTING OI						
	IED, EXEMPT, NON-COMPETIT NOT LISTED ARE IN THE CON		CLASSES FOR YOUR TYPE OF JU	JRISDICTION.		_	Λ.		
		DISAPPROVED	<u> </u>			Mull	壯		
	APPROVED AS NOTED				. }	Signature of		na Authority	ĺ
FORM 150						Seriatoro Of	. ppoint	is ridulone)	=

		- REPORT OF PI	RSONNEL CHANGES			DATE PREPARED			
	sı		PARTMENT OF CIVIL SERVICE			DATE PREPARED	5/10/23		
Baypor	t-Blue Point Public L	ibrary							
ACTION	NAME	SOCIAL SECURITY # MUST BE INCLUDED	πιε	SALARY	FOR PART TIME or ATICI INCLUDE: # OF HOURS PER WEEK OR PROJECTED ANNUAL SALARY	EFFECTIVE*	POSITION CONTROL # and/or DUTIES STATEMENT #		
APT	Sullivan, Jennifer		Library Clerk	\$18.00/hr	Max 171/2/wk	05/18/23	24-1162-81		
APY	Carson, Lisa	,	Library Clerk	\$17.00/hr	Max 171/2/wk	05/18/23	22-01853 24-1162-79		
			=	::=.:					
; ; j	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? certified as being in accordance 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								
			RVICE RULES FOR A LISTING O CLASSES FOR YOUR TYPE OF J						
	NOT LISTED ARE IN THE COM					11-1	11		
		DISAPPROVED				Mobil	pl		
FORM 150	APPROVED AS NOTED			<u> </u>	<u>. </u>	Signature of	Appointing Authority		

REPORT OF PERSONNEL CHANGES DATE PREPARED -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 NAME TITLE and/or DUTIES -ACTION SALARY MUST BE INCLUDED DATE PER WEEK OR PROJECTED STATEMENT# ANNUAL SALARY 20-01821 Theiling, Lonnna Librarian I \$32.00/hr 05/02/23 **APT** Max 171/2/wk 24-1162-121 20-018 20 **APT** Librarian I (Children's 04/27/23 Narkiewicz, Jacqueline \$27.81/hr Max 171/2 /wk Services) 124-1162 -150 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 with Civil Service Requirements. 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 APPROVED AS NOTED Signature of Appointing Authority

•			ERSONNEL CHANGES			DATE PREPARED	- /
<u> </u>		SUFFOLK COUNTY DE	PARTMENT OF CIVIL SERVICE			51	22/23
Baynor	t-Blue Point Public	l ibrary					
Daypo.		- I					
<u>. — . — . — . — . — . — . — . — . — . —</u>	5	COCIAL SECURITY#			FOR PART TIME or AT/CI	EFFECTIVE	POSITION CONTROL#
ACTION	NAME	SOCIAL SECURITY # MUST BE INCLUDED	TITLE	SALARY	*INCLUDE: # OF HOURS PER WEEK OR PROJECTED ANNUAL SALARY	DATE	and/or DUTIES STATEMENT #
AT	Harrison, Valerie		Librarian Trainee	\$24.72/hr		5/15/23 to	20-01821
	1					8/13/23	24-1162 -
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D YOU:	1 Submit a Duties Statement	for all new positions of	r when refilling those for which	Duties Statement	is over five years old?	The above ch	anges are hereby
	2.Request and canvass an e				•		eing in accordance
	•	-	ill provisional, temporary and no	on-competitive app			rice Requirements.
	jurisdiction and appointment	date at bottom of applic	cation?	, , , , ,			
	4.Submit a personnel change						
DNSULT Y	OUR COPY OF THE SUFFO	LK COUNTY CIVIL SE	RVICE RULES FOR A LISTIN	G OF TITLES ASS	SIGNED TO THE		
		•	CLASSES FOR YOUR TYPE C	OF JURISDICTION		_	1
<u>LL TITLES</u>	NOT LISTED ARE IN THE C	COMPETITIVE CLASS					1 //-/
	APPROVED	DISAPPROVED				Mulel	hil.
_	APPROVED AS NOTED				Ī	Signature of	Appointing Authority
FORM 150							

		-REPORT-OF-PI	ERSONNEL CHANGES			DATE PREPARED	· •
	SU	IFFOLK COUNTY DE	PARTMENT OF CIVIL SERVICE	<u></u>		5	18/23
Baypor	t-Blue Point Public L	ibrary					
- ACTION	NAME	SOCIAL SECURITY #	TITLE	SALARY_ =	FOR PART TIME OF ATICI - INCLUDE: — # OF HOURS PER WEEK OR PROJECTED ANNUAL SALARY	EFFECTIVE - DATE -	POSITION CONTROL # and/or DUTIES STATEMENT #
TRS	Theiling, Lonna		Librarian II	\$32.00/hr	Max 171/2/wk	05/1/23	22 - 01304
TRS	Manthos-Gomez, Gabrielle		Librarian Trainee	\$27.81/hr	Max 171/2/wk	05/05/23	20-01821
TRS	Narkiewicz, Jacqueline		Librarian I(children's services)	\$27.81/hr	Max 171/2/wk	04/20/23	20-01820 24-1162-150
					;		
		14					
			}				
-	-				-	-	
DID YOU:	2.Request and canvass an eligit	ble list for all compe ment (CS-205) on a	all provisional, temporary and non-c			certified as be	nanges are hereby eing in accordance vice Requirements.
	4. Submit a personnel change or	n the PREVIOUS IN		E TITI EQ AQQ	IGNED TO THE		
UNCLASSIF		TIVE, AND LABOR	CLASSES FOR YOUR TYPE OF J			j/~	14
		DISAPPROVED				Mush Signature of	Appointing Authority
TE FORM 160	VLEIOAFD VO MOLED					Cignature Of	Appointing Authority

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L	vaypor	t-Blue Point Public L	library						
	ACTION	NAME	SOCIAL SECURITY #	= = = = = = = = = = = = = = = = = = =	SALARY =	FOR PART TIME of AT/C! INCLUDE: FOR HOURS PER WEEK OR PROJECTED ANNUAL SALARY	- EFFECTIVE - DATE	POSITION CONTROL # and/or DUTIES STATEMENT #	
-	APT	Sartori, Chais		Library Clerrk	\$17.00/hr	Max 171/2/wk	05/23/23	22-61853	
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ID Y	OU: 1.	Submit a Duties Statement for	all new positions o	r when refilling those for which Duti	es Statement	is over five years old?	The above cl	nanges are hereby	
	2.	Request and canvass an eligib	le list for all compet	titive positions?			certified as b	eing in accordance	
				all provisional, temporary and non-co	ompetitive app	pointments? Fill in	with Civil Ser	vice Requirements.	
	4.	risdiction and appointment date Submit a personnel change on	the PREVIOUS IN	CUMBENT shown above?			•		
ONS	ULT YOL	JR COPY OF THE SUFFOLK	COUNTY CIVIL SE	RVICE RULES FOR A LISTING OF	F TITLES ASS	SIGNED TO THE			
400	ムのロトドド), exempt, non-competit	IVE. AND LABOR (CLASSES FOR YOUR TYPE OF JI	URISDICTION	l.			
==-		OT LISTED ARE IN THE COM		<u> </u>			M.J.O		
	_	PPROVED [] [PPROVED AS NOTED	DISAPPROVED			·	Signature of	Appointing Authority	
FOR	W-150	LUOVED AS NOTED					Signature of	Appointing Authority	=
		*		Page 1 of 1					

	SI		ERSONNEL CHANGES EPARTMENT OF CIVIL SERVICE			DATE PREPARED	611/23
Вауро	rt-Blue Point Public L						
- ACTION	NAME	SOCIAL SECURITY #	TITLE	SALARY	FOR PART TIME OF ATICI INCLUDE: # OF HOURS PER WEEK OR PROJECTED ANNUAL SALARY	EFFECTIVE DATE	POSITION CONTROL # and/or DUTIES STATEMENT #
APT	Kazanecki, Emily		Librarian I (Children's Services)	\$30.28/hr	Max 171/2 hrs/wk	06/05/23	21-01698 24-1167- 192
UNCLASSIF	1.Submit a Duties Statement for 2.Request and canvass an eligical 3.Submit Application for Employ jurisdiction and appointment dat 4.Submit a personnel change of YOUR COPY OF THE SUFFOLK FIED, EXEMPT, NON-COMPETI'S NOT LISTED ARE IN THE COLAPPROVED	pointments? Fill in	certified as b with Civil Ser	eing in accordance vice Requirements.			
CS FORM 150			Page 1 of 1	<u>. </u>		<u>Jignawie Ol</u>	Appointing Audionty

REPORT OF PERSONNEL CHANGES							1-1-73
			PARTMENT OF CIVIL SERVICE				_6
Baypo	n-Blue Point-Public I	ibrary		~			
ACTION	NAME	SOCIAL SECURITY #		- SALARY -	FOR PART TIME OF ATICI "INCLUDE: "BOF HOURS PER WEEK OR PROJECTED ANNUAL SALARY	EFFECTIVE DATE	POSITION CONTROL # and/or DUTIES STATEMENT #
ΑT	Ackerman, Heather	ŕ	Library Clerk	18.03		06/01 to 8/30/23	22-00260 I
	1.Submit a Duties Statement for 2.Request and canvass an eligit 3.Submit Application for Employ jurisdiction and appointment dat 4.Submit a personnel change or		certified as be	anges are hereby eing in accordance rice Requirements.			
CLASSIFI	OUR COPY OF THE SUFFOLK ED, EXEMPT, NON-COMPETIT NOT LISTED ARE IN THE COMPETITION TO THE COMPETITION THE COMP		Midel	It			
	APPROVED AS NOTED					Signature of	Appointing Authority
ORM 150			Page 1 of 1	•			

REPORT OF PERSONNEL CHANGES DATE PREPARED SUFFOLK COUNTY DEPARTMENT OF CIVIL SERVICE **Bayport-Blue Point Public Library** FOR PART TIME or ATACI POSITION CONTROL # SOCIAL SECURITY # **EFFECTIVE** NAME INCLUDE: # OF HOURS ACTION TITLE SALARY and/or DUTIES MUST BE INCLUDED PER WEEK OR PROJECTED DATE STATEMENT # ANNUAL SALARY APT Page Harrison, John 15.00/hr 10 hrs /wk 06/26/23 A-01532 24-1162-1. 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 UNCLASSIFIED, 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 Ap pointing Authority