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



ANNUAL ORGANIZATIONAL MEETING OF THE BOARD OF TRUSTEES

JULY 9, 2024 7:00 PM

AGENDA

QUESTION AND ANSWER PERIOD FOR RESIDENTS

- AGENDA
- OATH OF OFFICERS
- APPOINTMENTS
 - A. COMMITTEES
 - **B. ATTORNEY**
 - C. ACCOUNTANT/AUDITOR
 - D. INSURANCE AGENT
 - E. RECORDS MANAGEMENT OFFICER

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



ANNUAL ORGANIZATIONAL MEETING

JULY 9, 2024

AGENDA

- F. CUSTODIAN OF PUBLIC RECORDS (FREEDOM OF INFORMATION OFFICER)
- G. AFFIRMATIVE ACTION OFFICER
- 4. ANNUAL OFFICIAL ACTIONS
 - A. DEPOSITORIES
 - 1. BANK ACCOUNTS
 - 2. INVESTMENTS IN CERTIFICATES OF DEPOSIT
 - 3. SECURITY AND CUSTODIAL AGREEMENT
 - **B. OFFICIAL NEWSPAPERS & POSTAGE**
 - C. REGULAR MEETINGS
 - D. PETTY CASH FUNDS
 - E. VACATION AND SICK PAY ACCOUNT

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 <u>Tuesday</u>, <u>July 9</u>, <u>2024 at 7:00pm</u> 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, August 13, 2024 7:00 PM

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

06/11/2024

I. CALL TO ORDER

Trustee Devine called the meeting to order at 7:04 p.m. Present were Trustee Devine, Trustee McAward, Trustee Borowski, Trustee Adams, Director Mike Firestone and Linda McCrosson for taking minutes.

II. APPROVAL OF MINUTES

Motion made by Trustee Adams, seconded by Trustee McAward to accept the minutes of the May 14, 2024 Regular Meeting of the Board of Trustees; approved by all.

III. FINANCIAL REPORTS & SCHEDULE OF CLAIMS

Motion made by Trustee Borowski, seconded by Trustee McAward to approve the Bank Reconciliation & Financial Report for Operating Fund dated April 2024; approved by all.

Motion made by Trustee McAward, seconded by Trustee Borowski, to approve the Operating Fund Schedule of Claims dated 06/11/2024 (Check Detail Report); approved by all.

Motion made by Trustee McAward, seconded by Trustee Adams, to approve the listed prepays, as presented, that were paid since last board meeting dated May 15, 2024 through June 10, 2024. (Checks between meetings); approved by all.

Motion made by Trustee Borowski, seconded by Trustee McAward to approve the Payroll Report dated 05/18/24; approved by all.

IV. PERSONNEL REPORT

Motion made by Trustee McAward, seconded by Trustee Adams to approve CS-150's dated 5/13/24 and 6/3/2024; approved by all.

V. DIRECTOR'S REPORT

VI. UNFINISHED BUSINESS

VII. NEW BUSINESS

X. ADJOURNMENT

Motion made by Trustee McAward, seconded by Trustee Borowski, to adjourn the meeting at 7:41 p.m.; approved by all.

Respectfully submitted, Mike Firestone

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

BANK RECONCILIATION FOR MAY 2024

M & T BANK CHECKING GENERAL ACCOUNT

	BALANCE PER LIBRARY BOOKS:		
May 1, 2024	BALANCE PER LIBRARY BOOKS:		\$149,396.52
	RECEIPTS:		
	TAX REVENUE	215,685.91	
	PASS THRU INSURANCE PAYMENT	72,947.41	
	ADULT PROGRAMS	4,953.85	
	COPIER	774.68	
	PASSPORT FEES	455.00	
	CAFE RENT	400.00	
	INSURANCDE REIMBURSEMENT	355.63	
	VOTING PÄYMENT	300.00	
	YOUNG ADULT PROGRAMS	274.60	
	EV CHARGING STATION	245.48	
	SALE USED BOOKS	158.33	
	JUVENILE PROGRAMS	120.00	
	METLIFE LEAVE PAYMENT	96.16	
	FINES	81.00	
	FRIENDS/DONATIONS	70.00	
	INTEREST	21.56	
	FAX	17.25	
	SQUARE/PAYFLOW FEES/MISC EXPENSE	(125.97)	296,830.89
	TOTAL(Book Balance + Receipts)		446,227.41
	LESS: MAY DISBURSEMENTS		306,309.78
May 31, 2024	BALANCE PER LIBRARY BOOKS:	=	\$139,917.63
May 31, 2024	BALANCE PER BANK:		
	BALANCE PER BANK:		\$223,637.16
	MAY FINES DEPOSITED IN JUNE	_	0.00
	TOTAL(Bank Bal + O/S deposits)		223,637.16
	LESS: MAY OUTSTANDING CHECKS	<u> </u>	83,719.53
May 31, 2024	BALANCE PER BANK:	_	\$139,917.63

BAYPORT - BLUE POINT PUBLIC LIBRARY Check Detail

	Num	Date	Source Name	Memo	Paid Amount
	76191	07/09/2024	AMAZON CAPITAL SERVICES		
		07/09/2024	AMAZON CAPITAL SERVICES	YA PROGRAM	59.23
			AMAZON CAPITAL SERVICES	YA BOOKS	101.00
			AMAZON CAPITAL SERVICES	JUV PROGRAM	1,087.47
			AMAZON CAPITAL SERVICES	MAKER SPACE SUPPLIES	311.74
			AMAZON CAPITAL SERVICES	ADULT BOOKS	83.59
			AMAZON CAPITAL SERVICES	ADULTPROGRAM	43.76
TOTAL					1,686.79
	76192	07/09/2024	ANNA DAVIS		
		07/09/2024	ANNA DAVIS	MED PART B REIMB	1,677.00
TOTAL					1,677.00
	76193	07/09/2024	BARBARA WILKENS		
		07/09/2024	BARBARA WILKENS	MED PART B REIMB	1,048.20
TOTAL					1,048.20
	76194	07/09/2024	CHIEF-MEN ENTERPRISES, LLC		
		07/09/2024	CHIEF-MEN ENTERPRISES, LLC	OTHER PROF FEES	2,000.00
TOTAL					2,000.00
	76195	07/09/2024	DEBORAH AHEARN		
		07/09/2024	DEBORAH AHEARN	MED PART B REIMB	524.10
TOTAL					524.10
	76196	07/09/2024	DEMCO		
		07/09/2024	DEMCO	OFFICE SUPPLIES	126.87
TOTAL					126.87
	76197	07/09/2024	DIANE ARONSEN		
		07/09/2024	DIANE ARONSEN	ADULT PROGRAM	75.00
TOTAL					75.00
	76198	07/09/2024	EMERALD ISLAND		
		07/09/2024	EMERALD ISLAND	CUSTODIAL SUPPLIES	507.20
TOTAL					507.20

BAYPORT - BLUE POINT PUBLIC LIBRARY Check Detail

	Num	Date	Source Name	Memo	Paid Amount
	76199	07/09/2024	EMMA LODATO-e		
		07/09/2024	EMMA LODATO-e	JUV PROGRAM	92.23
TOTAL					92.23
	76200	07/09/2024	GAIL SISLBE		
		07/09/2024	GAIL SISLBE	MED PART B REIMB	1,048.20
TOTAL					1,048.20
	76201	07/09/2024	GREAT SOUTH BAY LANDSCAPING		
		07/09/2024	GREAT SOUTH BAY LANDSCAPING	LAWN SERVICE	3,191.67
TOTAL					3,191.67
	76202	07/09/2024	HARTCORN PLUMBING AND HEATING		
		07/09/2024	HARTCORN PLUMBING AND HEATING	SPRINKLER REPAIR	1,820.00
TOTAL					1,820.00
	76203	07/09/2024	JANICE NORTH		
		07/09/2024	JANICE NORTH	MED PART B REIMB	524.10
TOTAL					524.10
	76204	07/09/2024	JOCELYN MCINTEE		
		07/09/2024	JOCELYN MCINTEE	MED PART B REIMB	524.10
TOTAL					524.10
	76205	07/09/2024	JOHN O'HARE		
		07/09/2024	JOHN O'HARE	MED PART B REIMB	733.80
TOTAL					733.80
	76206	07/09/2024	KELLY SHERIDAN		
		07/09/2024	KELLY SHERIDAN	YA PROGRAM	241.84
TOTAL			KELLY SHERIDAN	EMBROIDERY MACHINE	459.99 701.83
	76207	07/09/2024	LINDA MCCROSSON		
				055105 01 1001 150	204.05
		07/09/2024	LINDA MCCROSSON	OFFICE SUPPLIES	261.95

BAYPORT - BLUE POINT PUBLIC LIBRARY Check Detail

	Num	Date	Source Name	Memo	Paid Amount
TOTAL					261.95
	76208	07/09/2024	LUCINDA LAPPANO		
		07/09/2024	LUCINDA LAPPANO	MED PART B REIMB	1,048.20
TOTAL					1,048.20
	76209	07/09/2024	MARK GROSSMAN PUBLIC RELATIONS		
		07/09/2024	MARK GROSSMAN PUBLIC RELATIONS	PUBLIC RELATIONS	1,400.00
TOTAL					1,400.00
	76210	07/09/2024	MEGAN WATERS		
		07/09/2024	MEGAN WATERS	ADULT PROGRAM	195.00
TOTAL					195.00
	76211	07/09/2024	MICHAEL GALLAGHER, CPA		
		07/09/2024	MICHAEL GALLAGHER, CPA	ACCOUNTING FEES	600.00
TOTAL					600.00
	76212	07/09/2024	QUADIENT LEASING		
		07/09/2024	QUADIENT LEASING	POSTAGE METER	248.55
TOTAL					248.55
	76213	07/09/2024	QWICK CRAFT, LLC		
		07/09/2024	QWICK CRAFT, LLC	ADULT PROGRAM	460.00
TOTAL					460.00
	76214	07/09/2024	RYAN O'ROURKE		
		07/09/2024	RYAN O'ROURKE	MILEAGE	14.41
TOTAL					14,41
	76215	07/09/2024	S&S WORLDWIDE		
		07/09/2024	S&S WORLDWIDE	JUV PROGRAM	110.23
TOTAL					110.23
	76216	07/09/2024	SCLS		
		07/09/2024	SCLS	YA PROGRAM	525.00

BAYPORT - BLUE POINT PUBLIC LIBRARY Check Detail

	Num	Date	July 9, 2024 Source Name	Memo	Paid Amount
			SCLS	TICKETS	2,804.20
TOTAL				•	3,329.20
	76217	07/09/2024	SCLS TELECOMMUNICATIONS		
		07/09/2024	SCLS TELECOMMUNICATIONS	SCLS TELECOM	9,900.00
TOTAL				0020 122200	9,900.00
	76218	07/09/2024	SEARLES GRAPHICS, INC.		
		07/09/2024	SEARLES GRAPHICS, INC.	JULY/AUG NEWSLETTER	5,280.00
TOTAL		01703/2024	OB WELLO GIVE PROS, INO.	JOETHAGO NEW OCCITIENT	5,280.00
	76219	07/09/2024	SUSAN CHANT		
		07/09/2024	SUSAN CHANT	JUV PROG	90.94
TOTAL		07/09/2024	SUSAN CHANT	JOV PROG	90.94
	76220	07/09/2024	THE PATCHOGUE ADVANCE		
		07/00/0004	THE DATE HOUSE ADVANCE		405.00
TOTAL		07/09/2024	THE PATCHOGUE ADVANCE	AD	125.00 125.00
IOIAL					125.00
	76221	07/09/2024	THERMAL SOLUTIONS		
		07/09/2024	THERMAL SOLUTIONS	HVAC	3,825.00
TOTAL					3,825.00
	76222	07/09/2024	W.B.MASON		
		07/09/2024	W.B.MASON	OFFICE SUPPLIES	212.48
TOTAL					212.48
	76223	07/09/2024	WELLS FARGO FINANCAIL LEASING		
		07/09/2024	WELLS FARGO FINANCAIL LEASING	COPIERS	629.00
TOTAL					629.00
	76224	07/09/2024	5-IN-5, INC.		
		************	,		
		07/09/2024	5-IN-5, INC.	OTHER PROF FEES	450.00
TOTAL					450.00
	76225	07/09/2024	A TIME FOR KIDS		
	·VALU	V11U312U2 4	A TIME I VITTIBO		

BAYPORT - BLUE POINT PUBLIC LIBRARY Check Detail

	Num	Date	Source Name	Memo	Paid Amount
		07/09/2024	A TIME FOR KIDS	JUV PROG	155.00
		07/09/2024	A TIME FOR KIDS	JUV PROG	310.00
		07/09/2024	A TIME FOR KIDS	JUV PROG	155.00
TOTAL					620.00
	76226	07/09/2024	ANNE SOPER		
TOTAL		07/09/2024	ANNE SOPER	JUV PROGRAM	50.00 50.00
TOTAL					50.00
	76227	07/09/2024	BAKER & TAYLOR BOOKS		
		07/09/2024	BAKER & TAYLOR BOOKS	JUV BOOKS	481.47
			BAKER & TAYLOR BOOKS	YA BOOKS	9.96
			BAKER & TAYLOR BOOKS	ADULT BOOKS	1,167.83
TOTAL					1,659.26
	76228	07/09/2024	BRADY RYMER		
		07/09/2024	BRADY RYMER	MUSIC PROG	1,200.00
TOTAL					1,200.00
	76229	07/09/2024	BRI-TECH, INC.		
		07/09/2024	BRI-TECH, INC.	ALARM SYSTEM	571.06
TOTAL					571.06
	76230	07/09/2024	BRODART CO.		
		07/09/2024	BRODART CO.	ADULT BOOKS	17.37
TOTAL					17.37
	76231	07/09/2024	CORNELL COOPERATIVE EXTENSION OF SC		
		07/09/2024	CORNELL COOPERATIVE EXTENSION OF SC	JUV PROG	210.00
TOTAL					210.00
	76232	07/09/2024	DIANE ARONSEN		
		07/09/2024	DIANE ARONSEN	ADULT PROGRAM	675.00
TOTAL					675.00
	76233	07/09/2024	DIANNE TAGGART		
		07/09/2024	DIANNE TAGGART	ADULT PROGRAM	200.00

BAYPORT - BLUE POINT PUBLIC LIBRARY Check Detail

	Num	Date	July 9, 2024 Source Name	Memo	Paid Amount
TOTAL	T(OII)	Date	Source Hame	- Mienio	200.00
IOIAL					200.00
	76234	07/09/2024	DONNA NESTERUK		
TOTAL		07/09/2024	DONNA NESTERUK	ADULT PROGRAM	250.00
TOTAL					250.00
	76235	07/09/2024	FIRST-CITIZENS BANK & TRUSTCO.		
		07/09/2024	FIRST-CITIZENS BANK & TRUSTCO.	COPIERS	274.89
TOTAL					274.89
	76236	07/09/2024	FISH GUY PHOTOS		
		07/09/2024	FISH GUY PHOTOS	ADULT PROGRAM	250.00
TOTAL					250.00
	70007	07/00/0004	HAROLD OTHERS		
	76237	07/09/2024	HAROLD STUMME		
		07/09/2024	HAROLD STUMME	ADULT PROGRAM	125.00
TOTAL					125.00
	76238	07/09/2024	HOME HEALTH AND SPIRIT CO.		
		07/09/2024	HOME HEALTH AND SPIRIT CO.	ADULT PROGRAM	480.00
TOTAL					480.00
	76239	07/09/2024	JENNIFER FRASCOGNA		
		07/00/2024	SAINTEED EDA COOCNA	ADULT BROCKAN	320.00
TOTAL		07/09/2024	JENNIFER FRASCOGNA	ADULT PROGRAM	320.00
101712	'				
	76240	07/09/2024	JESSICA REILLY		
TOTAL		07/09/2024	JESSICA REILLY	ADULT PROGRAM	140.00
TOTAL					140.00
	76241	07/09/2024	JOYCE WALKER		
		07/09/2024	JOYCE WALKER	ADULT PROGRAM	255.00
TOTAL	•				255.00
	76242	07/09/2024	KANOPY, INC.		
		07/09/2024	KANOPY, INC.	REF/ONLINE SERVICES	179.00

BAYPORT - BLUE POINT PUBLIC LIBRARY Check Detail

	Num	Date	Source Name	Memo	Paid Amount
TOTAL					179.00
	76243	07/09/2024	KELLY SHERIDAN		
			V=1.1.4 Q1.1=0.0	V	400.04
TOTAL		07/09/2024	KELLY SHERIDAN	YA PROGRAM	100.34
IOIAL					100.34
	76244	07/09/2024	LAURA O'SHEA		
		07/09/2024	LAURA O'SHEA	ADULT PROGRAM	150.00
TOTAL					150.00
	76245	07/09/2024	LAURIE JANOWITZ		
	70243	0110312024	DAONIE GANOTTIE		
		07/09/2024	LAURIE JANOWITZ	ADULT PROGRAM	325.00
TOTAL					325.00
	76246	07/09/2024	LINDA KEYES		
		07/09/2024	LINDA KEYES	ADULT PROGRAM	100.00
TOTAL		0170072024	END/THE LEG	7.50211110010111	100.00
	76247	07/09/2024	MARK MAURIELLO		
TOT41		07/09/2024	MARK MAURIELLO	MUSIC PROG	600.00
TOTAL					600.00
	76248	07/09/2024	MARY KORPI		
		07/09/2024	MARY KORPI	ADULT PROGRAM	150.00
TOTAL					150.00
	70040	A7/AA/AAA			
	76249	07/09/2024	MEGHAN VANKURIN		
		07/09/2024	MEGHAN VANKURIN	JUV PROG	150.00
TOTAL					150.00
	76250	07/09/2024	MIDWEST TAPE		
		07/09/2024	MIDWEST TAPE	ADULT MEDIA	1,012.99
		U11U3IZUZ4	MIDWEST TAPE	JUV MEDIA	6.99
TOTAL				· · · · ·	1,019.98
	76251	07/09/2024	MIDWEST TAPE -HOOPLA		

BAYPORT - BLUE POINT PUBLIC LIBRARY Check Detail

	Num	Date	July 9, 2024 Source Name	Memo	Paid Amount
		07/09/2024	MIDWEST TAPE -HOOPLA	REF/ONLINE SERVICES	665.91
TOTAL					665.91
	76252	07/09/2024	NATIONAL GRID		
		07/09/2024	NATIONAL GRID	GAS	556.74
TOTAL		07/05/2024	NATIONAL GRID	GAG	556.74
	76253	07/09/2024	NATIONAL WASTE SERVICES		
		07/09/2024	NATIONAL WASTE SERVICES	REFUSE REMOVAL	500.00
TOTAL					500.00
	76254	07/09/2024	OCLC INC.		
	1020-	G1, G3, EGE4			
		07/09/2024	OCLC INC.	LICENSE	133.46
TOTAL					133.46
			_		
	76255	07/09/2024	OTC BRANDS, INC.		
		07/09/2024	OTC BRANDS, INC.	JUV PROGRM	69.95
TOTAL		01,00,2021			69.95
. •					
	76256	07/09/2024	PATRICIA SUMMERS		
				4 DU T DDOOD444	200.00
		07/09/2024	PATRICIA SUMMERS	ADULT PROGRAM	200.00
TOTAL					250.55
	76257	07/09/2024	PSEGLI		
		07/09/2024	PSEGLI	ELECTRIC	873.81
TOTAL					873.81
			0010		
	76258	07/09/2024	SCLS		
		07/09/2024	SCLS	POSTAGE	17.28
			SCLS	OFFICE SUPPLIES	17.28
			SCLS	TICKETS	1,375.00
TOTAL	•				1,409.56
	76259	07/09/2024	SL SECURITY PROS		
	10722	V110312024	SE SECONI I FROS		
		07/09/2024	SL SECURITY PROS	SOFTWARE	4,601.30
TOTAL	•				4,601.30

BAYPORT - BLUE POINT PUBLIC LIBRARY Check Detail

	Num	Date	July 9, 2024 Source Name	Memo	Paid Amount
	76260	07/09/2024	SPROUTS AND FRIENDS, INC.		
			·		
		07/09/2024	SPROUTS AND FRIENDS, INC.	JUV PROG	250.00
TOTAL					250.00
	76261	07/09/2024	STERICYCLE, INC.		
	70201	0110912024	STERIOTOLL, INC.		
		07/09/2024	STERICYCLE, INC.	SHREDDING SERVICES	236.71
TOTAL					236.71
	76262	07/09/2024	T MOBILE		
		07/09/2024	T MOBILE	HOT SPOTS	407.65
TOTAL		01700/2024	· Moorez	1101 01 010	407.65
	76263	07/09/2024	W.B.MASON		
TOTAL		07/09/2024	W.B.MASON	OFFICE SUPPLIES	718.16
TOTAL	•				718.16
	76264	07/09/2024	WENDY BENNETT		
		07/09/2024	WENDY BENNETT	ADULT PROGRAM	59.88
TOTAL					59.88
	76265	07/00/2024	AMAZON GARITAL CERVICES		
	70205	07/09/2024	AMAZON CAPITAL SERVICES		
		07/09/2024	AMAZON CAPITAL SERVICES	JUV PROGRAM	499.24
			AMAZON CAPITAL SERVICES	ADULT BOOKS	151.36
			AMAZON CAPITAL SERVICES	YA PROGRAM	42.95
			AMAZON CAPITAL SERVICES	MAKER SUPPLIES	49.47
			AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	13.90
			AMAZON CAPITAL SERVICES	JUV BOOKS	11.99
TOTAL			AMAZON CAPITAL SERVICES	YA BOOKS	213.39
TOTAL	•				982.30
	76266	07/09/2024	AMERICAN EXPRESS		
		07/09/2024	AMERICAN EXPRESS	SOFTWARE	244.25
			AMERICAN EXPRESS	ADULT PROGRAM	24.77
			AMERICAN EXPRESS	POSTAGE	131,71
			AMERICAN EXPRESS	CUSTODIAL SUPPLIES	115.77
			AMERICAN EXPRESS	OTHER PROF FEES	519.98
			AMERICAN EXPRESS	YA PROGRAM	11.89
			AMERICAN EXPRESS	PERIODICALS	180.16

11:45 AM 07/08/24

BAYPORT - BLUE POINT PUBLIC LIBRARY Check Detail

	Num	Date	July 9, 2024 Source Name	Memo	Paid Amount
			AMERICAN EXPRESS	OFFICE SUPPLIES	76.14
			AMERICAN EXPRESS	JUV PROGRAM	150.14
			AMERICAN EXPRESS	ADULT PROGRAM	204.63
			AMERICAN EXPRESS	MISC	148.60
			AMERICAN EXPRESS	SHELVING	183.58
TOTAL					1,991.62
	76267	07/09/2024	BILBLIOTHECA, LLC		
		07/09/2024	BILBLIOTHECA, LLC	SOFTWARE	5,248.00
TOTAL		0770372024	Siebero II I Edw., Leo	001 177.112	5,248.00
. •					•
	76268	07/09/2024	BRINKMAN HARDWARE		
		07/09/2024	BRINKMAN HARDWARE	CUSTODIAL SUPPLIES	58.07
TOTAL					58.07
	76269	07/09/2024	DEARREADER.COM LLC		
		07/09/2024	DEARREADER.COM LLC	REF/ONLINE SERVICES	1,800.00
TOTAL		********		, ,	1,800.00
	76270	07/09/2024	PSĖGLI		
		07/09/2024	PSEGLI	ELECTRIC	7,995.34
TOTAL					7,995.34
	76271	07/09/2024	CHOMPOON DOODEDTIES INC		
	70271	0710372024	SHOWROOM PROPERTIES, INC.		
		07/09/2024	SHOWROOM PROPERTIES, INC.	MUSIC PROG	1,600.00
TOTAL					1,600.00
	76272	07/09/2024	TBS CONTRACTING LTD.		
TOTAL		07/09/2024	TBS CONTRACTING LTD.	MISC REPAIRS	5,078.00
TOTAL					5,078.00
	76273	07/09/2024	W.B.MASON		
		07/09/2024	W.B.MASON	OFFICE SUPPLIES	60.49
TOTAL					60.49
	76274	07/09/2024	EQUITBLE		
		07/09/2024	EQUITBLE	EMPLOYEE CONTRIBUTIONS	700.00
				00 .00 .00	

11:45 AM 07/08/24

BAYPORT - BLUE POINT PUBLIC LIBRARY Check Detail

July 9, 2024

			July 3, 2024		
	Num	Date	Source Name	Memo	Paid Amount
TOTAL					700.00
	76275	07/09/2024	T ROWE PRICE		
		07/09/2024	T ROWE PRICE	EMPLOYEE CONTRIBUTIONS	33.04
TOTAL					33.04

90,762.94

BAYPORT - BLUE POINT PUBLIC LIBRARY Check Detail

June 12 through July 8, 2024

Num	Date	Source Name	Memo	Paid Amount
76179	06/12/2024	POSTMASTER		
	06/12/2024	POSTMASTER	POSTAGE NEWSLETTER	-775.19
TOTAL				-775.19
76180	06/12/2024	SUFFOLK COUNTY WATER AUTHO		
	06/12/2024	SUFFOLK COUNTY WATER AUTHO	WATER	-183.20
TOTAL				-183.20
76181	06/12/2024	POSTMASTER		
	06/12/2024	POSTMASTER	POSTAGE NEWSLETTER	
TOTAL				-46.92
76182	06/25/2024	ALL ISLAND GARAGE DOOR INC.		
	06/25/2024	ALL ISLAND GARAGE DOOR INC.	GARAGE DOOR	1,742.50
TOTAL				-1,742.50
76183	06/25/2024	CORNELL COOPERATIVE EXTENSI		
	06/25/2024	CORNELL COOPERATIVE EXTENSI	JUV PROGRAM	
TOTAL				-225.00
76184	06/25/2024	EQUITBLE		
	06/25/2024	EQUITBLE	EMPLOYEE CONTRIBUTIONS	-700.00
TOTAL				-700.00
76185	06/25/2024	LINDA MCCROSSON-PETTY CASH		
	06/25/2024	LINDA MCCROSSON-PETTY CASH LINDA MCCROSSON-PETTY CASH	POSTAGE A PROG	-52.70 -65.00
		LINDA MCCROSSON-PETTY CASH	YA PROG	-85.50
TOTAL				-203.20
76186	06/25/2024	METLIFE		
	06/25/2024	METLIFE	EMPLOYEE PAYMENTS	-1,065.01
TOTAL				-1,065.01
76187	08/25/2024	NET2PHONE, INC.		
	06/25/2024	NET2PHONE, INC.	TELEPHONES	-227.52
TOTAL				-227.52
76188	06/25/2024	NYS EMPLOYEE'S HEALTH INSUR		
	06/25/2024	NYS EMPLOYEE'S HEALTH INSURA	. HEALTH INSURANCE	-38,721.74

pre paids

Page 1

BAYPORT - BLUE POINT PUBLIC LIBRARY Check Detail

June 12 through July 8, 2024

Num	Date	Source Nam	ne Memo	Paid Amount
TOTAL	_			-38,721.74
76189	08/25/2024	OPTIMUM		
	06/25/2024	ОРТІМИМ	OPTIMUM	641.56
TOTAL				-641.56
76190	06/25/2024	T ROWE PRICE		
	06/25/2024	T ROWE PRICE	EMPLOYEE CONTRIBUTIONS	35.73
TOTAL		į		-35.73

Client ID: 2488 - Bayport Blue Point Public Library	e Point Public Library		PAYROLL SUMMARY		Pe	Period Begin Date: 5/19/2024	-
Pay Group: 8W			Bayport Blue Point Public Library			Period End Date: 6/1/2024	
Check Date: 6/6/2024			;			Pay Period: 7	
Run Date: 6/4/2024 F	Run Number: 10					Payroli Type: Regular Payroli	ayroll
			*** PAYROLL FUNDING ***	ľ			
Debit Type	Ban	Bank Name	Transit Routing #	Bank Account #	Counts	Amount	ACH Debit
Checks	м &	M & T BANK	*****0046	*****2740	14	\$5,256.12	\$0.00
Direct Deposits	M 20	M & T BANK	*****0046	*****2740	4	\$0.00	\$30,590.91
rotals:		' "			58	\$5,256.12	\$30,590.91
Tax Liabilities	% M	M & T BANK	*****0046	*****2740		\$0.00	\$12,572.72
Third Party Checks	M &	M & T BANK	*****0046	*****2740		\$0.00	\$0.00
Third Party Electronic Payment	М &	M & T BANK	*****0046	*****2740		\$0.00	\$0.00
Payroll Billing	∡	M & T BANK	*****0046	*****2740		\$0.00	\$608.15

*
70
-
-
-5
×
ā
F
_
-
_
•
-
•
_
Ę
*
- 2
7
*

Impound Date: 6/5/2024

\$43,771.78 \$49,027.90 \$0.00

\$13,180.87

Totals:

Total ACH Debit:

Total Payroll Funding (all items):

Payroll Totals	S	Totals By Check Type	æ	Counts By Check Type	Employee Counts	
Net Pay Checks	\$5,256.12	\$5,256.12 Total Live Checks	\$5,256.12	\$5,256.12 Total Live Checks	14 Active Employees Paid	56
Direct Deposits	\$30,590.91	\$30,590.91 Additional Checks	\$0.00	\$0.00 Additional Checks	0 Inactive Employèes Paid	_
**** Total Net Payroll	\$35,847.03 Manual Checks	Manual Checks	\$0.00	\$0.00 Manual Checks	Terminated Employees Paid	_
		Void Checks/Direct Deposits	\$0.00	\$0.00 Void Checks	0 Total Employees Paid	56
Total Taxes	\$12,572.72	\$12,572.72 Third Party Sick Checks	\$0.00	\$0.00 Third Party Sick Checks	Active Employee Count	6 8
**** Total Payroll	\$48,419.75 Adjustments	Adjustments	\$0.00	\$0.00 Adjustments	0 Inactive Employee Count	
		Direct Deposits (44)	\$30,590.91	\$30,590.91 Vouchers (Direct Deposit)	42 Terminated Employee Count	52
Payroll Adjustments	\$0.00	\$0.00 Total Third Party Pays	\$0.00	\$0.00 Total Third Party Payments	0 Total Employee Count	120
**** Adjusted Total	\$48,419.75	\$48,419.75 Total Third Party Void Checks	\$0.00	\$0.00 Total Third Party Voids	0 Employees Paid this Month	56
				Zero Net Checks	0 Active Employees this Month	83
					Employees with W2 Data	6 8
					Active Employees Not Paid	:

\$52,539.41						Total Payroll Funding (all items):	Total Payrol
\$46,293.98	e: 6/18/2024	Impound Date: 6/18/2024				ebit:	Total ACH Debit:
\$14,146.51	\$0.00			174			Totals:
\$669.00	\$0.00		*****2740	*****0046	M & T BANK		Payroll Billing
\$0.00	\$0.00		*****2740	*****0046	M & T BANK	Third Party Electronic Payment	Third Party Elec
\$0.00	\$0.00		*****2740	*****0046	M & T BANK	icks	Third Party Checks
\$13,477.51	\$0.00		*****2740	*****0046	M & T BANK		Tax Liabilities
\$32,147.47	\$6,245.43	62					Totals:
\$32,147.47	\$0.00	47	*****2740	*****0046	M & T BANK		Direct Deposits
\$0.00	\$6,245.43	15	*****2740	*****0046	M & T BANK		Checks
ACH Debit	Amount	'H Counts	# - Bank Account #	Co Transit Routing # ~	Bank Name 8"	The second of th	Debit Type v
				*** PAYROLL FUNDING ***	*1		
³ ayroll	Payroll Type: Regular Payroll					Run Date: 6/17/2024 Run Number: 11	Run Date
4	Period End Date: 6/15/2024	P		Bayport Blue Point Public Library	Baj	Pay Group: BW	Pay Group: BW
	Period Begin Date: 6/2/2024	Peri	and the second s	PAYROLL SUMMARY	AII.	Client ID: _24BB - Bayport Blue Point Public Library	Client II

*** PAYROLL TOTALS ***

Payroll Totals	İs	Totals By Check Type	Je	Counts By Check Type	Employee Counts	
Net Pay Checks	\$6,245.43	\$6,245.43 Total Live Checks	\$6,245.43	\$6,245.43 Total Live Checks	15 Active Employees Paid	60
Direct Deposits	\$32,147.47	\$32,147.47 Additional Checks	\$0.00	\$0.00 Additional Checks	0 Inactive Employees Paid	0
**** Total Net Payroll	\$38,392.90	\$38,392.90 Manual Checks	\$0.00	\$0.00 Manual Checks	0 Terminated Employees Paid	0
		Void Checks/Direct Deposits	\$0.00	\$0.00 Void Checks	0 Total Employees Paid	60
Total Taxes	\$13,477.51	\$13,477.51 Third Party Sick Checks	\$0.00	\$0.00 Third Party Sick Checks	Active Employee Count	67
**** Total Payroll	\$51,870.41 Adjustments	Adjustments	\$0.00	\$0.00 Adjustments	0 Inactive Employee Count	0
		Direct Deposits (47)	\$32,147.47	\$32,147.47 Vouchers (Direct Deposit)	45 Terminated Employee Count	53
Payroll Adjustments	\$0.00	\$0.00 Total Third Party Pays	\$0,00	\$0.00 Total Third Party Payments	0 Total Employee Count	120
**** Adjusted Total	\$51,870.41	\$51,870.41 Total Third Party Void Checks	\$0.00	\$0.00 Total Third Party Voids	0 Employees Paid this Month	න
				Zero Net Checks	0 Active Employees this Month	67
					Employees with W2 Data	68
					Active Employees Not Paid	7

Check Date: 7/3/2024 Run Date: 7/1/2024 Pay Group: BW Client ID: 24BB - Bayport Blue Point Public Library Run Number: 12 Bayport Blue Point Public Library PAYROLL SUMMARY Period End Date: 6/16/2024 Period End Date: 6/29/2024 Payroll Type: Regular Payroll Pay Period: 9

*** PAYROLL FUNDING ***

\$47,626.03	Impound Date: 7/2/2024	Impound L				Total ACH Debit:
\$14,471.28	\$0.00					Totals:
\$669.00	\$0.00		*****2740	*****0046	M & T BANK	Payroll Billing
\$0.00	\$0.00		*****2740	*****0046	M & T BANK	Third Party Electronic Payment
\$0.00	\$0.00		*****2740	*****0046	M & T BANK	Third Party Checks
\$13,802.28	\$0.00		*****2740	*****0046	M & T BANK	Tax Liabilities
\$33,154.75	\$5,470.15	58				Totals:
\$33,154.75	\$0.00	4	*****2740	*****0046	M & T BANK	Direct Deposits
\$0.00	\$5,470.15	14	*****2740	*****0046	M & T BANK	Checks
ACH Debit	Amount	Counts	Bank Account #	Transit Routing #	Bank Name	Debit Type

*** PAYROLL TOTALS ***

\$53,096.18

Total Payroll Funding (all items):

Payroll Totals	5	Totals By Check Type	96	Counts By Check Type	Employee Counts	
Net Pay Checks	\$5,470.15	\$5,470.15 Total Live Checks	\$5,470.15	\$5,470.15 Total Live Checks	14 Active Employees Paid	56
Direct Deposits	\$33,154.75	\$33,154.75 Additional Checks	\$0.00	\$0.00 Additional Checks	0 Inactive Employees Paid	0
**** Total Net Payroll	\$38,624.90	\$38,624.90 Manual Checks	\$0.00	\$0.00 Manual Checks	0 Terminated Employees Paid	0
		Void Checks/Direct Deposits	\$0.00	\$0.00 Void Checks	0 Total Employees Paid	56
Total Taxes	\$13,802.28	\$13,802.28 Third Party Sick Checks	\$0.00	\$0.00 Third Party Sick Checks	Active Employee Count	67
**** Total Payroll	\$52,427.18 Adjustments	Adjustments	\$0.00	\$0.00 Adjustments	0 Inactive Employee Count	0
		Direct Deposits (44)	\$33,154.75	\$33,154.75 Vouchers (Direct Deposit)	42 Terminated Employee Count	ង
Payroll Adjustments	\$0.00	\$0.00 Total Third Party Pays	\$0.00	\$0.00 Total Third Party Payments	0 Total Employee Count	120
**** Adjusted Total	\$52,427.18	§52,427.18 Total Third Party Void Checks	\$0.00	\$0.00 Total Third Party Voids	0 Employees Paid this Month	56
				Zero Net Checks	0 Active Employees this Month	67
					Employees with W2 Data	&
					Active Employees Not Paid	11

					_											
CS FORM 150]]	CONSULT Y	-	:חסא מומ	SI	SI	<u>S</u>	<u>s</u>	<u> </u>	<u>s</u>	ဖ	SI	ACTION	Bayport	
	APPROVED AS NOTED	ABBBOVIED	SULT YOUR COPY OF THE SUFFOLK COUNTY CIVIL SE LASSIFIED, EXEMPT, NON-COMPETITIVE, AND LABOR OF TITLES NOT LISTED ARE IN THE COMPETITIVE CLASS)	jurisdiction and appointment date at bottom of application? 4. Submit a personnel change on the PREVIOUS INCUMBENT shown above?	1.Submit a Duties Statement for all new positions or when retilling 2.Request and canvass an eligible list for all competitive positions? 3.Submit Application for Employment (CS-205) on all provisional, to	Castellano, ian	Casper, Thomas	Carson, Lisa	Cannini, Charles	Burg, Stephen	Bonacasa, Gabriela	Bishop-Scioli, Laura	Ackerman, Brooke	NAME	Bayport-Blue Point Public Library	SI
	DISAFFROVED	DISABBOVED	K COUNTY CIVIL S	ate at bottom of appon the PREVIOUS!	or all new positions jible list for all comp syment (CS-205) on			1		ï				SOCIAL SECURITY #	ibrary	REPORT OF PE
Page 1 of 1			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)	lication? NCUMBENT shown above?	refilling those for which sitions?		Librarian I (children's services)	Library Clerk ·	Library Assistant	Librarian I	Librarian I (children's services)	Librarian I (children's services)	Library Clerk	חתב		REPORT OF PERSONNEL CHANGES SUFFOLK COUNTY DEPARTMENT OF CIVIL SERVICE
			OF TITLES AS JURISDICTIO		competitive ap	18.36/hr	34.44/hr	17.51/hr	20.10/hr	31.82/hr	31.18/hr	40.25/hr	18.40/hr	SALARY		
			SSIGNED TO THE		Duties Statement is over tive years ord or not competitive appointments? Fill in									FOR PART TIME or AT/CI INCLUDE: # OF HOURS PER WEEK OR PROJECTED ANNUAL SALARY		
	Signature o	Many					07/01/24	07/01/24	07/01/24	07/01/24	07/01/24	07/01/24	07/01/24	EFFECTIVE DATE		DATE PREPARED
	Signature of Appointing Authority	2	7		certified as being in accordance with Civil Service Requirements.									POSITION CONTROL # and/or DUTIES STATEMENT #		6118124

							CS FORM 160
Signature of Appointing Authority	Signature of					APPROVED AS NOTED	
the second	/ hul				DISAPPROVED	APPROVED	
	!	OF TITLES ASSIGNED TO THE JURISDICTION.	OF TITLES ASS	RVICE RULES FOR A LISTING LASSES FOR YOUR TYPE OF	COUNTY CIVIL SITVE, AND LABOR	SULT YOUR COPY OF THE SUFFOLK COUNTY CIVIL SE ASSIFIED, EXEMPT, NON-COMPETITIVE, AND LABOR (CONSULT Y UNCLASSIF (ALL TITLES
			Section 1	ENT shown above?	te at bottom of apple in the PREVIOUS IN	jurisdiction and appointment date at bottom of application? 4. Submit a personnel change on the PREVIOUS INCUMBENT shown above?	
The above changes are hereby certified as being in accordance with Civil Service Requirements.	The above ch certified as be with Civil Sen	Outies Statement is over five years old?	ties Statement	those for which [or all new positions of the list for all competed on the list for all competed on the list for all competed on the list for all new positions of the list for all new position	1.Submit a Duties Statement for all new positions or when refilling 2.Request and canvass an eligible list for all competitive positions? 3.Submit Application for Employment (CS-205) on all provisional to	DID YOU:
	07/01/24		30.89/hr	Librarian I		Irish, Mark	ত্র
	07/01/24		38.47/hr	Librarian I		Hutchinson, Virginia	SI
	07/01/24		18.36/hr	Custodial Worker I		Holder, Rodearrick	SI
	07/01/24		16.81/hr	Custodial Worker I		Gibson, Cole	<u>u</u>
					_		2
	07/01/24		18.40/hr	Library Clerk	-	Cristiano, Josephine	<u> </u>
	07/01/24		31.82/hr	Librarian I	.:	Costa, Daniel	<u>ග</u>
_	07/01/24		36.13/h	Network and Systems Administration		Costa, Daniel	<u>ত</u>
POSITION CONTROL # and/or DUTIES STATEMENT #	EFFECTIVE DATE	FOR PART TIME or ATACL INCLUDE: # OF HOURS PER WEEK OR PROJECTED ANNUAL SALARY	SALARY	тпс	SOCIAL SECURITY #	NAME	ACTION
					ibrary	Bayport-Blue Point Public Library	Вауроп
6/18/24	DATE PREPARED	<u> </u>		REPORT OF PERSONNEL CHANGES SUFFOLK COUNTY DEPARTMENT OF CIVIL SERVICE	REPORT OF PE	Su	
the state of the s							

Signature of Appointing Authority	Signature of			Page 1 of 1		APPROVED AS NOTED	CS FORM 160
					DISAPPROVED	APPROVED	םו
		OF TITLES ASSIGNED TO THE JURISDICTION.	OF TITLES ASS JURISDICTION	CUMBENT shown above? RVICE RULES FOR A LISTING CLASSES FOR YOUR TYPE OF	m the PREVIOUS IN COUNTY CIVIL SI TIVE, AND LABOR MPETITIVE CLASS	4.Submit a personnel change on the PREVIOUS INCUMBENT shown above? SULT YOUR COPY OF THE SUFFOLK COUNTY CIVIL SERVICE RULES FOR A LISTASSIFIED, EXEMPT, NON-COMPETITIVE, AND LABOR CLASSES FOR YOUR TY TITLES NOT LISTED ARE IN THE COMPETITIVE CLASS)	CONSULT Y
I he above changes are hereby certified as being in accordance with Civil Service Requirements.		outes Statement is over tive years old? competitive appointments? Fill in	ties Statement competitive ap	mose for which Li emporary and not	or all new positions of all new positions of the list for all composition on a section of applications of applications.	2.Request and canvass an eligible list for all competitive positions? 3.Submit Application for Employment (CS-205) on all provisional, to iurisdiction and appointment date at bottom of application?	i c
	07/01/24		17.51/hr	Library Clerk		Losardo, Olivia	Ω
	07/01/24		17.51/hr	Library Clerk		Lara, Ashley	<u> </u>
	07/01/24		30.89/hr	Librarian I (children's services)		Kozikowski, Danielle	<u> </u>
	07/01/24		30.27/hr	Librarian I (children's services)		Koehler, Allyson	Ω
	07/01/24		31.19/hr	Librarian I (children's services)	-	Kazinecki, Emily	<u> </u>
	07/01/24		34.77/hr	Librarian I		Jones, David	ত
	07/01/24		55.03/hr	Library Treasurer		Johnson, Christine	<u> </u>
	10/13/24		20.02/hr	Library Clerk		Jansen, Gillian	S
POSITION CONTROL # andor DUTIES STATEMENT #	EFFECTIVE DATE	FOR PART TIME or ATICI INCLUDE: # OF HOURS PER WEEK OR PROJECTED ANNUAL SALARY	SALARY	тпе	SOCIAL SECURITY #	NAME	ACTION
				4	ibrary	Bayport-Blue Point Public Library	Baypor
6118124	DATE PREPARED			REPORT OF PERSONNEL CHANGES SUFFOLK COUNTY DEPARTMENT OF CIVIL SERVICE	REPORT OF PE	SU	

					į		CS FORM 150
M Tww. Signature of Appointing Authority	Signature of				DISAPPROVED	APPROVED APPROVED AS NOTED	
		OF TITLES ASSIGNED TO THE JURISDICTION.	OF TITLES ASS JURISDICTION	RVICE RULES FOR A LISTING LASSES FOR YOUR TYPE OF	K COUNTY CIVIL S ITIVE, AND LABOR MPETITIVE CLASS	SULT YOUR COPY OF THE SUFFOLK COUNTY CIVIL SE LASSIFIED, EXEMPT, NON-COMPETITIVE, AND LABOR OF THE SUFFOLK COMPETITIVE CLASS)	CONSULT Y UNCLASSIF (ALL TITLES
with Civil Service Requirements.	with Civil Ser		competitive ap	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?	yment (CS-205) on ite at bottom of applian the PREVIOUS IN	3.Submit Application for Employment (CS-205) on all provisional, temporary a jurisdiction and appointment date at bottom of application? 4.Submit a personnel change on the PREVIOUS INCUMBENT shown above?	
The above changes are hereby certified as being in accordance		uties Statement is over five years old?	ties Statement	those for which D	or all new positions of the list for all compositions.	1.Submit a Duties Statement for all new positions or when refilling 2.Request and canvass an eligible list for all competitive positions?	DID YOU:
	07/01/24		29.22/hr	Librarian I (children's services)	:	Narkiewicz, Jacqueline	ত্র
	07/01/24		25.46/hr	Librarian Trainee (children's services)		Mizzi, Gena	8
	07/01/24		34.44/hr	Librarian I (children's services)		Mitchell, Debra	<u> </u>
	07/01/24		40.25/hr	Librarian I		McDonaoid, Sean	<u> </u>
	07/01/24		16.81/hr	Custodial Worker I		Maldonado, Aaron	<u> </u>
POSITION CONTROL # and/or DUTIES STATEMENT #	EFFECTIVE DATE	FOR PART TIME OF ATICI INCLUDE: # OF HOURS PER WEEK OR PROJECTED ANNUL SALARY	SALARY	ппе	SOCIAL SECURITY #	NAME	ACTION
		:			ibrary	Bayport-Blue Point Public Library	Baypor
6118124	DATE PREPARED			REPORT OF PERSONNEL CHANGES SUFFOLK COUNTY DEPARTMENT OF CIVIL SERVICE	REPORT OF PE	81	

							i i :	ì	1
		SUI	REPORT OF PE	REPORT OF PERSONNEL CHANGES SUFFOLK COUNTY DEPARTMENT OF CIVIL SERVICE			DATE PREPARED	G[18/24	
	Baypor	Bayport-Blue Point Public Library	brary						
	ACTION	NAME	SOCIAL SECURITY #	ШЕ	SALARY	FOR PART TIME OF ATICI INCLUDE: # OF HOURS PER WEEK OR PROJECTED ANNUAL SALARY	EFFECTIVE DATE	POSITION CONTROL # and/or DUTIES STATEMENT #	
	SI	Pernice, Julie		Librarian I (children's services)	31.79/1		07/01/24		
	<u>s</u>	Posnanski, Joann		Librarian i	42.04/hr		07/01/24		
	<u>s</u>	Rasheed, Anthony		Custodial Worker I	18.36/hr		07/01/24		
	<u>s</u>	Rivera-Alicea, Jescielys		Library Clerk	17.51/hr		07/01/24		
	ន	Sartori, Chais		Library Clerk	17.51/ir		07/01/24		
	<u>s</u>	Sinensky, Carol		Librarian l	34.48/hr		07/01/24		
	<u>s</u>	Smith, Donna		Library Clerk	21.35/hr		07/01/24		
	<u>s</u>	Sullivan, Jennifer		Library Clerk	18.54/hr		07/01/24		
	<u>&</u>	Theiling, Lonna		Librarian I	33.62/hr		07/01/24		•
	DID YOU:	1. Submit a Duties Statement for all new positions or when refilling those for w 2. Request and canvass an eligible list for all competitive positions? 3. Submit Application for Employment (CS-205) on all provisional, temporary a jurisdiction and appointment date at bottom of application? 4. Submit a personnel change on the PREVIOUS INCUMBENT shown above?	rall new positions to be list for all compound from all compound from the at bottom of application of application of application of application and the PREVIOUS II	refilling those for which Esitions? sional, temporary and no ENT shown above?	ties Statement competitive ap	outies Statement is over five years old? n-competitive appointments? Fill in	The above c certified as b with Civil Ser	The above changes are hereby certified as being in accordance with Civil Service Requirements.	
	CONSULT Y UNCLASSIF	CONSULT YOUR COPY OF THE SUFFOLK COUNTY CIVIL SE UNCLASSIFIED, EXEMPT, NON-COMPETITIVE, AND LABOR (ALL TITLES NOT LISTED ARE IN THE COMPETITIVE CLASS)	COUNTY CIVIL S	RVICE RULES FOR A LISTING CLASSES FOR YOUR TYPE OF	F JURISDICTION	OF TITLES ASSIGNED TO THE JURISDICTION.	# n	1-0	
	-		DISAPPROVED				Signature o	Signature of Appointing Authority	
_	CS FORM 150			Page 1 of 1		:			
 	CS FORM 150	APPROVED AS NOTED		Page 1 of 1			Signature o	Appx	onting Authority

	l			Page 1 of 1			CS FORM 150
Signature of Appointing Authority	Signature of					APPROVED AS NOTED	
W	Mund				DISAPPROVED	APPROVED	
	<u> </u>	JURISDICTION.	JURISDICTION	CASSES FOR YOUR TYPE OF	MPETITIVE CLASS	UNCLASSIFIED, EXEMPT, NON-COMPETITIVE, AND LABOR (ALL TITLES NOT LISTED ARE IN THE COMPETITIVE CLASS)	UNCLASSIF
					on the PREVIOUS II	Jurisdiction and appointment date at bottom of application? 4.Submit a personnel change on the PREVIOUS INCUMBENT shown above?	
with Civil Service Requirements.	with Civil Ser	l-competitive appointments? Fill in	competitive ap	sional, temporary and non	yment (CS-205) on	3.Submit Application for Employment (CS-205) on all provisional, te	
The above changes are hereby		t is over five years old?	ities Statemeni	1.Submit a Duties Statement for all new positions or when refilling those for which Duties Statement is over five years old?	or all new positions	1. Submit a Duties Statement to	DID YOU:
	,		-				
	07/01/24		25.46/hr	Librarian Trainee (children's services)		Vann, Colleen	<u> </u>
	07/01/24		30.89/hr	Librarian I		Walden, Jeffrey	<u>s</u>
	07/01/24		20.10/hr	Library Assistant		Voyack, Shannon	<u>~</u>
	07/01/24		18.36/hr	Custodial Worker I		Vatalaro, Richard	<u>ග</u>
	07/01/24		16.81/hr	Custodial Worker I		Vatalaro, Kenneth	S
POSITION CONTROL # and/or DUTIES STATEMENT #	EFFECTIVE	FOR PART TIME OF ATACH INCLUDE: # OF HOURS PER WEEK OR PROJECTED ANNUAL SALARY	SALARY	311111	SOCIAL SECURITY #	NAME	ACTION
					ibrary	Bayport-Blue Point Public Library	Bayport
6/18/24	DATE PREPARED			SUFFOLK COUNTY DEPARTMENT OF CIVIL SERVICE	FFOLK COUNTY DE	કા	

							CS FORM 160
Signature of Appointing Authority	Signature of					APPROVED AS NOTED	
22	Mul				DISAPPROVED	APPROVED []	
	<u> </u>	SIGNED TO THE	OF TITLES ASS	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)	on the PREVIOUS IN K COUNTY CIVIL S ITIVE, AND LABOR MPETITIVE CLASS	4.Submit a personnel change on the PREVIOUS INCUMBENT shown above? SULT YOUR COPY OF THE SUFFOLK COUNTY CIVIL SERVICE RULES FOR A LISTASSIFIED, EXEMPT, NON-COMPETITIVE, AND LABOR CLASSES FOR YOUR TY TITLES NOT LISTED ARE IN THE COMPETITIVE CLASS)	CONSULT YO
The above changes are hereby certified as being in accordance with Civil Service Requirements.	The above cl certified as bu with Civil Ser	is over five years old? pointments? Fill in	ties Statement	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 with Civil Service Requirements iurisdiction and appointment date at horton of application?	or all new positions of all new positions of all compositions are all compositions of an all are at hottom of and are at hottom of another are at a second and a second are at a second and a second are at a second are at a second and a second are at	1.Submit a Duties Statement for all new positions or when refilling 2.Request and canvass an eligible list for all competitive positions? 3.Submit Application for Employment (CS-205) on all provisional, to furnishing and appointment date at bottom of application?	A DID YOU:
	07/01/24		36,519.86	Library Clerk		Soper, Anne	<u>8</u>
	07/01/24		78,280.02	Librarian II		Sheridan, Kelly	8
	07/01/24		19,48/hr	Library Clerk		Reilly, Christa	<u>s</u>
	07/01/24		60,481.98	Custodial Worker II		O'Rourke, Ryan	<u>s</u>
	07/01/24		43.88/hr	Principal Account Clerk		McCrosson, Linda	S
	07/01/24		77,764.96	Librarian III		Lodato, Emma	<u>©</u>
	07/01/24		31.82/hr	Library Assistant		Lawlor, Marcia	<u>s</u>
	07/01/24		170,081.08	Library Director		Firestone, Michael	<u>ග</u>
	07/01/24		68,308.24	Library Assistant		Chant, Susan	<u> </u>
	07/01/24		96,820.10	Assistant Library Director	,	Bennett, Wendy	<u>~</u>
POSITION CONTROL # and/or DUTIES STATEMENT #	EFFECTIVE	FOR PART TIME or ATICI INCLUDE: # OF HOURS PER WEEK OR PROJECTED ANNUAL SALARY	SALARY	тпс	SOCIAL SECURITY #	NAME	АСТЮН
			,		ibrary	-Blue Point Public Library	Bayport-Blue
6/18/24	DATE PREPARED			REPORT OF PERSONNEL CHANGES SUFFOLK COUNTY DEPARTMENT OF CIVIL SERVICE	REPORT OF PE	SI	
<							

_____Pade_1 of_1_

orginature of Appointing Authority	Selmanne					ATTOVED AS NOTED	CS FORM 150
m	1 mm				DISAPPROVED	APPROVED L] [
1	11/			5)	OMPETITIVE CLASS	TITLES NOT LISTED ARE IN THE COMPETITIVE CLASS)	(ALL TITLES
•	· -	SIGNED TO THE	OF TITLES ASSI JURISDICTION.	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.	on the PREVIOUS IN K COUNTY CIVIL SI TITIVE, AND LABOR	4.Submit a personnel change on the PREVIOUS INCUMBENT shown above? OUR COPY OF THE SUFFOLK COUNTY CIVIL SERVICE RULES FOR A LISTED, EXEMPT, NON-COMPETITIVE, AND LABOR CLASSES FOR YOUR TY	CONSULT Y
certified as being in accordance with Civil Service Requirements.		pointments? Fill in	competitive ap	 Request and canvass an eligible list for all competitive positions? Submit Application for Employment (CS-205) on all provisional, temporary and non-competitive appointments? Fill in jurisdiction and appointment date at bottom of application? 	gible list for all compe byment (CS-205) on ate at bottom of appl	2.Request and canvass an eligible list for all competitive positions?3.Submit Application for Employment (CS-205) on all provisional, to jurisdiction and appointment date at bottom of application?	
The above changes are hereby	The above o	is over five years old?	ties Statement	1. Submit a Duties Statement for all new positions or when refilling those for which Duties Statement is over five years old?	or all new positions	1. Submit a Duties Statement for	NOY DID
						•	
	07/01/24		18.94/hr	Library Clerk		Ackerman, Heather	<u>ග</u>
	08/16/24		19.48/hr	Library Clerk		Swan, Christine	ত
	07/01/24		78,280.02	Librarian II		Sullivan, Gerald	8
POSITION CONTROL # andior DUTIES STATEMENT #	EFFECTIVE DATE	FOR PART TIME or AT/CI INCLUDE: # OF HOURS PER WEEK OR PROJECTED ANNUAL SALARY	SALARY	шш	SOCIAL SECURITY #	NAME	ACTION
					_ibrary	Bayport-Blue Point Public Library	Baypor
6/18/24	DATE PREPARED			REPORT OF PERSONNEL CHANGES SUFFOLK COUNTY DEPARTMENT OF CIVIL SERVICE	REPORT OF PE	SI	