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 **Tuesday, January 14, 2025 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, February 11, 2025 7:00 PM

Bayport - Blue Point Public Library
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REGULAR MEETING OF BAYPORT BLUE POINT PUBLIC LIBRARY BOARD OF TRUSTEES
12/10/2024

I. CALL TO ORDER
Trustee Devine called the meeting to order at 7:02 p.m. Present were Trustee Devine, Trustee McAward, Trustee Borowski, Trustee Heineman Trustee Adams, Director Mike Firestone, Wendy Bennett.

II. APPROVAL OF MINUTES
Motion made by Trustee Adams, seconded by Trustee Heineman to accept the minutes of the November 12, 2024 Regular Meeting of the Board of Trustees; approved by all

III. FINANCIAL REPORTS & SCHEDULE OF CLAIMS
Motion made by Trustee Adams, seconded by Trustee Borowski to approve the **Bank Reconciliation & Financial Report for Operating Fund** dated October 2024; approved by all.
Motion made by Trustee McAward, seconded by Trustee Borowski, to approve the Operating Fund Schedule of Claims dated 12/10/2024 **(Check Detail Report)**; approved by all.

Motion made by Trustee Borowski, seconded by Trustee Heineman, to approve the listed prepays, as presented, that were paid since last board meeting dated November 13, 2024 through December 9, 2024. (Checks between meetings); approved by all.

Motion made by Trustee McAward, seconded by Trustee Heineman to approve prepays to Bayard Cutting Arboretum Hidden Oaks Cafe for $1266.76 and Baldessari and Coster, LLP for $10,500.00; approved by all.
Motion made by Trustee Borowski, seconded by Trustee Heineman to approve the Payroll Reports dated 11/21/24 and 12/03/24; approved by all.

IV. PERSONNEL REPORT
V. DIRECTOR'S REPORT
VI. UNFINISHED BUSINESS
Motion made by Trustee Borowski, seconded by Trustee Adams to approve the 2025-2029 Long Range Plan of the Bayport-Blue Point Public Library; approved by all.

VII. NEW BUSINESS
Motion made by Trustee McAward, seconded by Trustee Borowski to enter executive session for Real Estate, Contracts and Personnel at 7:23 p.m.; approved by all.
Motion made by Trustee Adams, seconded by Trustee McAward to exit executive session at 7:36 p.m.; approved by all.
Motion made by Trustee McAward, seconded by Trustee Heineman:
RESOLVED, that the Board of Trustees authorizes the sale of Library property at 203 Blue Point Avenue, Blue Point, New York to Gigi's Playhouse Long Island for the price of ONE MILLION FOUR HUNDRED FORTY THOUSAND ($1,440,000.00) DOLLARS under the terms of the attached contract of sale to be entered into between the library and the purchaser; Director Mike Firestone or Board President Ronald F. Devine, Jr. to be authorized to represent the interests of the Library (including the execution of any necessary documents) throughout the sale process.

Approved by all.

X. ADJOURNMENT
Motion made by Trustee Borowski, seconded by Trustee Adams, to adjourn the meeting at 7:37 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 NOVEMBER 2024

M & T BANK CHECKING GENERAL ACCOUNT

	BALANCE PER LIBRARY BOOKS:		
November 1, 2024	BALANCE PER LIBRARY BOOKS:		$126,454.80
	RECEIPTS:		
	TAX REVENUE	255,721.71	
	FRIENDS/DONATIONS	7,206.00	
	ADULT PROGRAMS	7,167.00	
	SHARED MUSIC PROGRAM WITH SAYVILLE	1,225.00	
	TICKETS SALES	957.00	
	PASSPORT FEES	805.00	
	CAFE RENT	400.00	
	COPIER	396.20	
	MAKERSPACE	319.20	
	SALES OF USED BOOKS	225.97	
	EV CHARGING STATION	192.15	
	FINES	63.45	
	JUVENILE PROGRAMS	50.00	
	INTEREST	20.06	
	FAX	3.60	
	SQUARE/PAYFLOW FEES/MISC EXPENSE	(221.28)	274,531.06
	TOTAL(Book Balance + Receipts)		400,985.86
	LESS: NOVEMBER DISBURSEMENTS		248,332.34
November 30, 2024	**BALANCE PER LIBRARY BOOKS:**		$152,653.52

November 30, 2024	**BALANCE PER BANK:**	
	BALANCE PER BANK:	$163,873.01
	NOVEMBER FINES DEPOSITED IN DECEMBER	0.00
	TOTAL(Bank Bal + O/S deposits)	163,873.01
	LESS: NOVEMBER OUTSTANDING CHECKS	11,219.49
November 30, 2024	**BALANCE PER BANK:**	$152,653.52

BAYPORT - BLUE POINT PUBLIC LIBRARY
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Num	Date	Source Name	Memo	Paid Amount
76703	01/14/2025	A TIME FOR KIDS		
	01/14/2025	A TIME FOR KIDS	JUV PROGRAM	320.00
TOTAL				320.00
76704	01/14/2025	AMAZON CAPITAL SERVICES		
	01/14/2025	AMAZON CAPITAL SERVICES	JUV PROGRAM	435.65
		AMAZON CAPITAL SERVICES	YA PROGRAM	119.01
		AMAZON CAPITAL SERVICES	MAKER SUPPLIES	425.16
		AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	32.99
		AMAZON CAPITAL SERVICES	ADULT BOOKS	115.51
		AMAZON CAPITAL SERVICES	YA BOOKS	51.92
TOTAL				1,180.24
76705	01/14/2025	AMERICAN EXPRESS		
	01/14/2025	AMERICAN EXPRESS	ADULT PROGRAM	578.00
		AMERICAN EXPRESS	POSTAGE	221.71
		AMERICAN EXPRESS	OTHER PROF FEES	4,568.70
		AMERICAN EXPRESS	PERIODICALS	524.08
		AMERICAN EXPRESS	JUV PROGRAM	89.50
		AMERICAN EXPRESS	YA PROGRAM	223.24
		AMERICAN EXPRESS	REF/ONLINE	130.34
		AMERICAN EXPRESS	SOFTWARE	116.99
		AMERICAN EXPRESS	MAKER SUPPLIES	373.72
		AMERICAN EXPRESS	OFFICE SUPPLIES	118.46
		AMERICAN EXPRESS	MISC	125.00
TOTAL				7,069.74
76706	01/14/2025	ANNA DAVIS		
	01/14/2025	ANNA DAVIS	MED PART B REIMB	1,677.00
TOTAL				1,677.00
76707	01/14/2025	Anne Soper -E		
	01/14/2025	Anne Soper -E	ADULT PROGRAM	195.90
TOTAL				195.90
76708	01/14/2025	BAKER & TAYLOR BOOKS		
	01/14/2025	BAKER & TAYLOR BOOKS	JUV BOOKS	400.28
		BAKER & TAYLOR BOOKS	YA BOOKS	66.26

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	Num	Date	Source Name	Memo	Paid Amount
			BAKER & TAYLOR BOOKS	A BOOKS	2,577.63
TOTAL					3,044.17
	76709	01/14/2025	**BARBARA WILKENS**		
		01/14/2025	BARBARA WILKENS	MED PART B REIMB	1,048.20
TOTAL					1,048.20
	76710	01/14/2025	**BONNIE SCHWARTZ**		
		01/14/2025	BONNIE SCHWARTZ	ADULT PROGRAM	720.00
TOTAL					720.00
	76711	01/14/2025	**BRI-TECH, INC.**		
		01/14/2025	BRI-TECH, INC.	ALARM SYSTEM	4,346.72
TOTAL					4,346.72
	76712	01/14/2025	**BRIARCLIFF SPRINKLERS**		
		01/14/2025	BRIARCLIFF SPRINKLERS	SPRINKLERS	105.00
TOTAL					105.00
	76713	01/14/2025	**BRODART CO.**		
		01/14/2025	BRODART CO.	ADULT BOOK	30.54
TOTAL					30.54
	76714	01/14/2025	**CHRIS MCCORMACK**		
		01/14/2025	CHRIS MCCORMACK	ADULT PROGRAM	199.00
TOTAL					199.00
	76715	01/14/2025	**CUTCHOGUE NEW SUFFOLK FREE LIBRARY**		
		01/14/2025	CUTCHOGUE NEW SUFFOLK FREE	PAYMENT FOR LOST BOOK	29.00
TOTAL					29.00
	76716	01/14/2025	**DEBBIE SCHMIEDER**		
		01/14/2025	DEBBIE SCHMIEDER	ADULT PROGRAM	100.00
TOTAL					100.00
	76717	01/14/2025	**DEBORAH AHEARN**		

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Num	Date	Source Name	Memo	Paid Amount
	01/14/2025	DEBORAH AHEARN	MED PART B REIMB	524.10
TOTAL				524.10
76718	01/14/2025	DIANA CONKLIN		
	01/14/2025	DIANA CONKLIN	ADULT PROGRAM	1,166.00
TOTAL				1,166.00
76719	01/14/2025	DIANE ARONSEN		
	01/14/2025	DIANE ARONSEN	ADULT PROGRAM	750.00
TOTAL				750.00
76720	01/14/2025	DONNA IRVINE		
	01/14/2025	DONNA IRVINE	ADULT PROGRAM	400.00
TOTAL				400.00
76721	01/14/2025	DREYER EXTERMINATING, INC.		
	01/14/2025	DREYER EXTERMINATING, INC.	PEST CONTROL	200.00
TOTAL				200.00
76722	01/14/2025	EMMA LODATO		
	01/14/2025	EMMA LODATO	JUV PROGRAM	30.13
TOTAL				30.13
76723	01/14/2025	FIRST-CITIZENS BANK & TRUSTCO.		
	01/14/2025	FIRST-CITIZENS BANK & TRUSTCO.	COPIERS	293.97
TOTAL				293.97
76724	01/14/2025	FRIENDS OF THE BAYPORT-BLUE POINT PUB LIB		
	01/14/2025	FRIENDS OF THE BAYPORT-BLUE F	PASS THROUGH ACCOUNT	74.78
TOTAL				74.78
76725	01/14/2025	GAIL SISLBE		
	01/14/2025	GAIL SISLBE	MED PART B REIMB	1,048.20
TOTAL				1,048.20
76726	01/14/2025	GOVCONNECTION, INC.		

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	Num	Date	Source Name	Memo	Paid Amount
		01/14/2025	GOVCONNECTION, INC.	COMPUTER EQUIPMENT	1,735.74
TOTAL					1,735.74
	76727	01/14/2025	GRAINGER		
		01/14/2025	GRAINGER	CUSTODIAL SUPPLIES	140.78
TOTAL					140.78
	76728	01/14/2025	GRAND BAY IRRIGATION LLC		
		01/14/2025	GRAND BAY IRRIGATION LLC	SPRINKLERS	162.94
TOTAL					162.94
	76729	01/14/2025	GREAT SOUTH BAY LANDSCAPING		
		01/14/2025	GREAT SOUTH BAY LANDSCAPING	LAWN SERVICE	3,191.67
		01/14/2025	GREAT SOUTH BAY LANDSCAPING	LAWN SERVICE	750.00
TOTAL					3,941.67
	76730	01/14/2025	HARTCORN PLUMBING AND HEATING		
		01/14/2025	HARTCORN PLUMBING AND HEATI	FIRE SUPPRESSION SYSTEM	980.00
TOTAL					980.00
	76731	01/14/2025	HOME HEALTH AND SPIRIT CO.		
		01/14/2025	HOME HEALTH AND SPIRIT CO.	ADULT PROGRAM	480.00
TOTAL					480.00
	76732	01/14/2025	INNER STRENGTH COACHING, INC.		
		01/14/2025	INNER STRENGTH COACHING, INC.	ADULT PROGRAM	250.00
TOTAL					250.00
	76733	01/14/2025	JANICE NORTH		
		01/14/2025	JANICE NORTH	MED PART B REIMB	524.10
TOTAL					524.10
	76734	01/14/2025	JENNIFER COLBERT		
		01/14/2025	JENNIFER COLBERT	JUV PROGRAM	180.00
TOTAL					180.00
	76735	01/14/2025	JENNIFER FRASCOGNA		

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Num	Date	Source Name	Memo	Paid Amount
	01/14/2025	JENNIFER FRASCOGNA	ADULT PROG	1,280.00
TOTAL				1,280.00
76736	**01/14/2025**	**JESSICA REILLY**		
	01/14/2025	JESSICA REILLY	ADULT PROGRAM	280.00
TOTAL				280.00
76737	**01/14/2025**	**JOCELYN MCINTEE**		
	01/14/2025	JOCELYN MCINTEE	MED PART B REIMB	524.10
TOTAL				524.10
76738	**01/14/2025**	**JOHN O'HARE**		
	01/14/2025	JOHN O'HARE	MED PART B REIMB	733.80
TOTAL				733.80
76739	**01/14/2025**	**JONATHAN VAN BRUNT**		
	01/14/2025	JONATHAN VAN BRUNT	ADULT PROGRAM	400.00
TOTAL				400.00
76740	**01/14/2025**	**JOYCE WALKER**		
	01/14/2025	JOYCE WALKER	ADULT PROGRAM	255.00
TOTAL				255.00
76741	**01/14/2025**	**KANOPY, INC.**		
	01/14/2025	KANOPY, INC.	REF/ONLINE	124.00
TOTAL				124.00
76742	**01/14/2025**	**KARL AUWAERTER**		
	01/14/2025	KARL AUWAERTER	ADULT PROGRAM	150.00
TOTAL				150.00
76743	**01/14/2025**	**KELLY SHERIDAN**		
	01/14/2025	KELLY SHERIDAN	YA PROGRAM	155.64
		KELLY SHERIDAN	MAKERSPACE SUPPLIES	12.10
TOTAL				167.74

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	Num	Date	Source Name	Memo	Paid Amount
	76744	01/14/2025	KEVIN SEAMAN		
		01/14/2025	KEVIN SEAMAN	LEGAL FEES	2,007.50
TOTAL					2,007.50
	76745	01/14/2025	KING KULLEN GROCERY CORP, INC.		
		01/14/2025	KING KULLEN GROCERY CORP, INC	YA PROGRAM	48.01
		01/14/2025	KING KULLEN GROCERY CORP, INC	YA PROGRAM	44.91
			KING KULLEN GROCERY CORP, INC	A PROGRAM	22.36
TOTAL					115.28
	76746	01/14/2025	LAURA O'SHEA		
		01/14/2025	LAURA O'SHEA	ADULT PROGRAM	225.00
TOTAL					225.00
	76747	01/14/2025	LILRC		
		01/14/2025	LILRC	PROFESSIONAL FEES	850.00
TOTAL					850.00
	76748	01/14/2025	LINDA KEYES		
		01/14/2025	LINDA KEYES	ADULT PROGRAM	200.00
TOTAL					200.00
	76749	01/14/2025	LT MICHAEL P. MURPHY NAVY SEAL MUSEUM		
		01/14/2025	LT MICHAEL P. MURPHY NAVY SEA	MUSEUM PASSES	200.00
TOTAL					200.00
	76750	01/14/2025	LUCINDA LAPPANO		
		01/14/2025	LUCINDA LAPPANO	MED PART B REIMB	1,048.20
TOTAL					1,048.20
	76751	01/14/2025	MCJ CLEANING SERVICES CORP.		
		01/14/2025	MCJ CLEANING SERVICES CORP.	CLEANING SERVICES	3,500.00
TOTAL					3,500.00
	76752	01/14/2025	MCKULA INC.		
		01/14/2025	MCKULA INC.	SOFTWARE	1,600.00

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	Num	Date	Source Name	Memo	Paid Amount
TOTAL					1,600.00
	76753	01/14/2025	MEGHAN VANKURIN		
		01/14/2025	MEGHAN VANKURIN	JUV PROGRAM	375.00
TOTAL					375.00
	76754	01/14/2025	METLIFE		
		01/14/2025	METLIFE	EMPLOYEE PAYMENTS	1,065.01
TOTAL					1,065.01
	76755	01/14/2025	MICHAEL GALLAGHER, CPA		
		01/14/2025	MICHAEL GALLAGHER, CPA	ACCOUNTING FEES	600.00
TOTAL					600.00
	76756	01/14/2025	MIDWEST TAPE		
		01/14/2025	MIDWEST TAPE	ADULT MEDIA	897.70
TOTAL					897.70
	76757	01/14/2025	MIDWEST TAPE -HOOPLA		
		01/14/2025	MIDWEST TAPE -HOOPLA	REF/ONLINE SERVICES	626.52
TOTAL					626.52
	76758	01/14/2025	MORE CONSULTING CORP.		
		01/14/2025	MORE CONSULTING CORP.	MISC REPAIRS	1,302.94
TOTAL					1,302.94
	76759	01/14/2025	MY CLASSY BABY		
		01/14/2025	MY CLASSY BABY	JUV PROGRAM	250.00
TOTAL					250.00
	76760	01/14/2025	NATIONAL WASTE SERVICES		
		01/14/2025	NATIONAL WASTE SERVICES	REFUSE REMOVAL	250.00
TOTAL					250.00
	76761	01/14/2025	NYS AND LOCAL RETIREMENT SYSTEM		
		01/14/2025	NYS AND LOCAL RETIREMENT SYS	RETIREMENT	184,005.00

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	Num	Date	Source Name	Memo	Paid Amount
TOTAL					184,005.00
	76762	01/14/2025	NYS EMPLOYEE'S HEALTH INSURANCE		
		01/14/2025	NYS EMPLOYEE'S HEALTH INSURA	HEALTH INSURANCE	39,943.60
TOTAL					39,943.60
	76763	01/14/2025	OCLC INC.		
		01/14/2025	OCLC INC.	SOFTWARE	157.40
		01/14/2025	OCLC INC.	SOFTWARE	96.08
TOTAL					253.48
	76764	01/14/2025	POSTMASTER		
		01/14/2025	POSTMASTER	BULK MAILING FEE 2025	350.00
TOTAL					350.00
	76765	01/14/2025	QUADIENT LEASING		
		01/14/2025	QUADIENT LEASING	POSTAGE	248.55
TOTAL					248.55
	76766	01/14/2025	QUOGUE WILDLIFE REFUGE		
		01/14/2025	QUOGUE WILDLIFE REFUGE	MUSEUM PASSES	100.00
TOTAL					100.00
	76767	01/14/2025	ROBERT SCOTT		
		01/14/2025	ROBERT SCOTT	ADULT PROGRAM	745.00
		01/14/2025	ROBERT SCOTT	YA PROGRAM	345.00
TOTAL					1,090.00
	76768	01/14/2025	RUSSELL ALEXANDER		
		01/14/2025	RUSSELL ALEXANDER	MUSIC PROGRAM	650.00
TOTAL					650.00
	76769	01/14/2025	SCLS		
		01/14/2025	SCLS	OFFICE SUPPLIES	224.95
			SCLS	REF/ONLINE SERVICES	1,575.00
		01/14/2025	SCLS	REFERENE/ONLINE	947.00
TOTAL					2,746.95

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	Num	Date	Source Name	Memo	Paid Amount
	76770	01/14/2025	SEARLES GRAPHICS, INC.		
		01/14/2025	SEARLES GRAPHICS, INC.	JAN/FEB NEWSLETTER	5,280.00
TOTAL					5,280.00
	76771	01/14/2025	SPROUTS AND FRIENDS, INC.		
		01/14/2025	SPROUTS AND FRIENDS, INC.	JUV PROGRAM	750.00
TOTAL					750.00
	76772	01/14/2025	STERICYCLE, INC.		
		01/14/2025	STERICYCLE, INC.	OFFICE SUPPLIES	234.20
TOTAL					234.20
	76773	01/14/2025	SUFFOLK COUNTY PLDA		
		01/14/2025	SUFFOLK COUNTY PLDA	PROF FEES OTHER	65.00
TOTAL					65.00
	76774	01/14/2025	SUSAN CHANT		
		01/14/2025	SUSAN CHANT	JUV PROGRAM	40.00
		01/14/2025	SUSAN CHANT	JUV PROGRAM	30.93
		01/14/2025	SUSAN CHANT	JUV PROGRAM	20.00
TOTAL					90.93
	76775	01/14/2025	T MOBILE		
		01/14/2025	T MOBILE	HOT SPOTS	815.30
TOTAL					815.30
	76776	01/14/2025	THERMAL SOLUTIONS		
		01/14/2025	THERMAL SOLUTIONS	RM/HVAC	3,825.00
		01/14/2025	THERMAL SOLUTIONS	HVAC	1,033.25
TOTAL					4,858.25
	76777	01/14/2025	ULINE		
		01/14/2025	ULINE	OFFICE SUPPLIES	179.32
TOTAL					179.32
	76778	01/14/2025	W.B.MASON		

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Num	Date	Source Name	Memo	Paid Amount
	01/14/2025	W.B.MASON	OFFICE SUPPLIES	512.00
	01/14/2025	W.B.MASON	OFFICE SUPPLIES	15.39
TOTAL				527.39
76779	**01/14/2025**	**WELLS FARGO FINANCAIL LEASING**		
	01/14/2025	WELLS FARGO FINANCAIL LEASINC	COPIER LEASES	629.00
TOTAL				629.00
76780	**01/14/2025**	**WENDY BENNETT**		
	01/14/2025	WENDY BENNETT	ADULT PROGRAM	29.98
TOTAL				29.98
76781	**01/14/2025**	**GRAND BAY IRRIGATION LLC**		
	01/14/2025	GRAND BAY IRRIGATION LLC	SPRINKLERS	150.00
TOTAL				150.00
				294,972.66

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December 11, 2024 through January 13, 2025

	Num	Date	Source Name	Memo	Paid Amount
	76685	12/12/2024	BALDESSARI & COSTER LLP		
		12/12/2024	BALDESSARI & COSTER LLP	ACCOUNTING FEES	10,500.00
TOTAL					10,500.00
	76686	12/12/2024	HIDDEN OAKS CAFE		
		12/12/2024	HIDDEN OAKS CAFE	ADULT PROGRAM	1,266.76
TOTAL					1,266.76
	76687	12/12/2024	NATIONAL GRID		
		12/12/2024	NATIONAL GRID	GAS	681.89
TOTAL					681.89
	76688	12/12/2024	NYS EMPLOYEE'S HEALTH INSURANCE		
		12/12/2024	NYS EMPLOYEE'S HEALTH INSURANCE	HEALTH INSURANCE	38,845.70
TOTAL					38,845.70
	76689	12/12/2024	POSTMASTER		
		12/12/2024	POSTMASTER	POSTAGE JAN/FEB NEWSLETTER	29.40
TOTAL					29.40
	76690	12/12/2024	SUFFOLK COUNTY WATER AUTHORITY		
		12/12/2024	SUFFOLK COUNTY WATER AUTHORITY	WATER	190.96
TOTAL					190.96
	76691	12/12/2024	NATIONAL GRID		
		12/12/2024	NATIONAL GRID	GAS	43.66
TOTAL					43.66
	76692	12/12/2024	METLIFE		
		12/12/2024	METLIFE	EMPLOYEE PAYMENTS	1,065.01
TOTAL					1,065.01
	76693	12/17/2024	EQUITBLE		
		12/17/2024	EQUITBLE	EMPLOYEE CONTRIBUTIONS	1,220.00
TOTAL					1,220.00

prepaids

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December 11, 2024 through January 13, 2025

	Num	Date	Source Name	Memo	Paid Amount
	76694	12/17/2024	NET2PHONE, INC.		
		12/17/2024	NET2PHONE, INC.	TELEPHONES	204.21
TOTAL					204.21
	76695	12/17/2024	T ROWE PRICE		
		12/17/2024	T ROWE PRICE	EMPLOYEE CONTRIBUTIONS	570.55
TOTAL					570.55
	76696	12/17/2024	OPTIMUM		
		12/17/2024	OPTIMUM	OPTIMUM	204.87
TOTAL					204.87
	76697	01/07/2025	AFFLAC NEW YORK		
		01/07/2025	AFFLAC NEW YORK	EMPLOYE PAYMENTS	559.80
TOTAL					559.80
	76698	01/07/2025	EQUITBLE		
		01/07/2025	EQUITBLE	EMPLOYEE CONTRIBUTIONS	720.00
TOTAL					720.00
	76699	01/07/2025	OPTIMUM		
		01/07/2025	OPTIMUM	OPTIMUM	509.60
TOTAL					509.60
	76700	01/07/2025	PSEGLI		
		01/07/2025	PSEGLI	ELECTRIC	742.61
TOTAL					742.61
	76701	01/07/2025	T ROWE PRICE		
		01/07/2025	T ROWE PRICE	EMPLOYEE CONTRIBUTIONS	534.82
TOTAL					534.82
	76702	01/07/2025	PSEGLI		
		01/07/2025	PSEGLI	ELECTRIC	10,604.04
TOTAL					10,604.04

BAYPORT - BLUE POINT PUBLIC LIBRARY
Check Detail
December 11, 2024 through January 13, 2025

Num	Date	Source Name	Memo	Paid Amount
				68,493.88

Client ID: 24BB - Bayport Blue Point Public Library
Pay Group: BW
Check Date: 12/19/2024
Run Date: 12/17/2024

PAYROLL SUMMARY PREVIEW

Bayport Blue Point Public Library

Period Begin Date: 12/1/2024
Period End Date: 12/14/2024
Pay Period: 21
Payroll Type: Regular Payroll

*** PAYROLL FUNDING ***

Debit Type	Bank Name	Transit Routing #	Bank Account #	Counts	Amount	ACH Debit
Checks	M & T BANK	*****0046	******2740	12	$3,558.28	$0.00
Direct Deposits	M & T BANK	*****0046	******2740	48	$0.00	$35,564.28
Totals:				**60**	**$3,558.28**	**$35,564.28**
Tax Liabilities	M & T BANK	*****0046	******2740		$0.00	$12,995.97
Third Party Checks					$0.00	$0.00
Third Party Electronic Payment	M & T BANK	*****0046	******2740		$0.00	$0.00
Payroll Billing	M & T BANK	*****0046	******2740		$0.00	$589.70
Totals:					**$0.00**	**$13,585.67**
Total ACH Debit:					**Impound Date: 12/18/2024**	**$49,149.95**
Total Payroll Funding (all items):						**$52,708.23**

*** PAYROLL TOTALS ***

Payroll Totals		Totals By Check Type		Counts By Check Type		Employee Counts	
Net Pay Checks	$3,558.28	Total Live Checks	$3,558.28	Total Live Checks	12	Active Employees Paid	58
Direct Deposits	$35,564.28	Additional Checks	$0.00	Additional Checks	0	Inactive Employees Paid	0
****** Total Net Payroll**	**$39,122.56**	Manual Checks	$0.00	Manual Checks	0	Terminated Employees Paid	0
		Void Checks/Direct Deposits	$0.00	Void Checks	0	Total Employees Paid	58
Total Taxes	$12,995.97	Third Party Sick Checks	$0.00	Third Party Sick Checks	0	Active Employee Count	65
****** Total Payroll**	**$52,118.53**	Adjustments	$0.00	Adjustments	0	Inactive Employee Count	0
		Direct Deposits (48)	$35,564.28	Vouchers (Direct Deposit)	46	Terminated Employee Count	57
Payroll Adjustments	$0.00	Total Third Party Pays	$0.00	Total Third Party Payments	0	Total Employee Count	122
****** Adjusted Total**	**$52,118.53**	Total Third Party Void Checks	$0.00	Total Third Party Voids	0	Employees Paid this Month	60
				Zero Net Checks	0	Active Employees this Month	65
						Employees with W2 Data	70
						Active Employees Not Paid	7

Client ID: 24BB - Bayport Blue Point Public Library	**PAYROLL SUMMARY**	**Period Begin Date:** 12/15/2024	
Pay Group: BW	Bayport Blue Point Public Library	**Period End Date:** 12/28/2024	
Check Date: 1/2/2025		**Pay Period:** 1	
Run Date: 12/30/2024	Run Number: 25	**Payroll Type:** Regular Payroll	

*** PAYROLL FUNDING ***

Debit Type	Bank Name	Transit Routing #	Bank Account #	Counts	Amount	ACH Debit
Checks	M & T BANK	*****0046	******2740	12	$4,330.57	$0.00
Direct Deposits	M & T BANK	*****0046	******2740	49	$0.00	$35,455.26
Totals:				**61**	**$4,330.57**	**$35,455.26**
Tax Liabilities	M & T BANK	*****0046	******2740		$0.00	$14,031.36
Third Party Checks					$0.00	$0.00
Third Party Electronic Payment	M & T BANK	*****0046	******2740		$0.00	$0.00
Payroll Billing	M & T BANK	*****0046	******2740		$0.00	$699.85
Totals:					**$0.00**	**$14,731.21**
Total ACH Debit:					**Impound Date: 12/31/2024**	**$50,186.47**
Total Payroll Funding (all items):						**$54,517.04**

*** PAYROLL TOTALS ***

Payroll Totals		Totals By Check Type		Counts By Check Type		Employee Counts	
Net Pay Checks	$4,330.57	Total Live Checks	$4,330.57	Total Live Checks	12	Active Employees Paid	59
Direct Deposits	$35,455.26	Additional Checks	$0.00	Additional Checks	0	Inactive Employees Paid	0
****** Total Net Payroll**	**$39,785.83**	Manual Checks	$0.00	Manual Checks	0	Terminated Employees Paid	0
		Void Checks/Direct Deposits	$0.00	Void Checks	0	Total Employees Paid	59
Total Taxes	$14,031.36	Third Party Sick Checks	$0.00	Third Party Sick Checks	0	Active Employee Count	66
****** Total Payroll**	**$53,817.19**	Adjustments	$0.00	Adjustments	0	Inactive Employee Count	0
		Direct Deposits (49)	$35,455.26	Vouchers (Direct Deposit)	47	Terminated Employee Count	56
Payroll Adjustments	$0.00	Total Third Party Pays	$0.00	Total Third Party Payments	0	Total Employee Count	122
****** Adjusted Total**	**$53,817.19**	Total Third Party Void Checks	$0.00	Total Third Party Voids	0	Employees Paid this Month	59
				Zero Net Checks	0	Active Employees this Month	66
						Employees with W2 Data	59
						Active Employees Not Paid	7
						Active (Hired) EEs Not Paid	7

PAYROLL SUMMARY

Bayport Blue Point Public Library

Client ID: 24BB - Bayport Blue Point Public Library
Pay Group: BW
Check Date: 1/2/2025
Run Date: 12/30/2024 Run Number: 25

Period Begin Date: 12/15/2024
Period End Date: 12/28/2024
Pay Period: 1
Payroll Type: Regular Payroll

*** PAYROLL FUNDING ***

Debit Type	Bank Name	Transit Routing #	Bank Account #	Counts	Amount	ACH Debit
Checks	M & T BANK	*****0046	******2740	12	$4,330.57	$0.00
Direct Deposits	M & T BANK	*****0046	******2740	49	$0.00	$35,455.26
Totals:				**61**	**$4,330.57**	**$35,455.26**
Tax Liabilities	M & T BANK	*****0046	******2740		$0.00	$14,031.36
Third Party Checks					$0.00	$0.00
Third Party Electronic Payment	M & T BANK	*****0046	******2740		$0.00	$0.00
Payroll Billing	M & T BANK	*****0046	******2740		$0.00	$699.85
Totals:					**$0.00**	**$14,731.21**
Total ACH Debit:					**Impound Date: 12/31/2024**	**$50,186.47**
Total Payroll Funding (all items):						**$54,517.04**

*** PAYROLL TOTALS ***

Payroll Totals		Totals By Check Type		Counts By Check Type		Employee Counts	
Net Pay Checks	$4,330.57	Total Live Checks	$4,330.57	Total Live Checks	12	Active Employees Paid	59
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						Employees with W2 Data	59
						Active Employees Not Paid	7
						Active (Hired) EEs Not Paid	7

REPORT OF PERSONNEL CHANGES
SUFFOLK COUNTY DEPARTMENT OF CIVIL SERVICE

DATE PREPARED 12-19-24

Bayport-Blue Point Public Library

ACTION	NAME	SOCIAL SECURITY # MUST BE INCLUDED	TITLE	SALARY	FOR PART TIME or AT/C! INCLUDE: # OF HOURS PER WEEK OR PROJECTED ANNUAL SALARY	EFFECTIVE DATE	POSITION CONTROL # and/or DUTIES STATEMENT #
APT	Gibson, Cole		Custodial Worker I	16.81/hr	10 hrs/wk $8741	11/04/24	20-00540 24-1162-116

DID YOU:
1. Submit a Duties Statement for all **new** positions or when refilling those for which Duties Statement is over five years old?
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 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

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

Signature of Appointing Authority

CS FORM 150