



Mattituck-Laurel  
**LIBRARY**

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631-298-4134  
[www.mattitucklaurellibrary.org](http://www.mattitucklaurellibrary.org)

### **Mattituck-Laurel Library: Your *Community* Library**

Many of us remember visiting our local library as children and checking out books with stories about the natural order of things: the beauty of the world, the sky above us and the earth at our feet. Books that affirmed our lived experience, of a world we were bound to, with its ideas of honor, justice, friendship, courage, empathy that related to actual people and that are important for our daily life. At the library, very early on, we were assured that the world is shot through with meaning and value, and that we are its humble caretakers. In short, our childhood experience at the library served as an important part of our early introduction into a meaningful human community.

Mattituck-Laurel Library, your community library, is a vibrant, welcoming space for lifelong learning, discovery, cultural enrichment, and community engagement. We focus on offering a wide range of valuable resources as well as relevant and engaging programs that enhance the lives of our community residents. If you haven't made a connection with your library, please stop in. We are eager to welcome you.

This past year, we welcomed just over 50,000 visitors and 325 new patrons. We circulated over 80,000 items, both print and digital, with our digital resources continuing to expand in popularity. Access to eBooks, audiobooks, movies, tv series, magazines and more are made possible through our e-resources such as Hoopla, Libby, Kanopy and Flipster, to name a few. Explore our full offering of e-resources by navigating to our website; select "Research and Learn" on the menu bar, and then select "A to Z resources".

With the help of community partnerships and the careful planning of our Adult Services, Youth and Parenting, and Teen Departments, we hosted 473 programs and saw 7,800 attendees. In

2024, we hosted our first health fair, connecting our community to valuable health and wellness resources.

Our library building plays a central role in keeping our community connected not only through our materials, classes, and programs, but also through our Wi-Fi and computer services. Patrons and visitors enjoy access to our six public access computers which saw 3,294 unique sessions while our Wi-Fi had 3,686 guest connections.

Our three public meeting spaces saw increased use from various community groups, library programs and folks needing a quiet space to study, tutor, or work from home. We expanded meeting space by utilizing the kitchen for small groups and tutors as well as adding the local history area on the first floor as an open meeting space. If there's one thing we've learned over the past year, it's how differently our spaces are being used by our community. We continue to adapt and find new ways we can accommodate these changes.

For a small community library, we offer a wealth of services, resources and opportunities to connect.

For your consideration, the Board of Trustees present a budget for 2025 of \$1,739,353. This includes a Tax Levy of \$1,718,603 an increase of \$2.77 per thousand of assessed valuation. For the average household (assessed valuation of \$6,500) this year's increase amounts to approximately \$18 for the year.

Please support your community library by voting at the Budget Vote and Trustee Election at the Library on Tuesday, September 17<sup>th</sup> from 9am – 7pm. More information about the 2025 operating budget and trustee candidates will be available on the Library webpage. A Budget Information Meeting will be held at the Library on Monday, September 9<sup>th</sup>, at 5:00pm.

# Mattituck-Laurel Library

**January 1, 2025 - December 31, 2025 Proposed Budget**

Total Revenue:	\$1,739,353
Revenue from Property Taxes:	\$1,718,603
Revenue from other sources:	\$20,750

## **Assessed Valuation**

**2024/25 Tentative Taxable Value\***

**\$23,620,130**

**\*Subject to update for the final assessment to be used for the December 2024 tax bill**

## **Apportionment of Taxes Between Districts**

Mattituck & Laurel:	\$1,701,245	(98.99%)
Riverhead:	\$17,358	(1.01%)
Total:	\$1,718,603	(100%)

## **Approximate Tax Rate**

**(Total Tax Revenue) ÷ (Total Assessed Valuation) = Tax Rate**

**(\$1,718,603) ÷ (\$23,620,130) = \$72.76**  
**Per \$1,000 of Assessed Valuation**

## **Approximate Tax for Homeowners by Assessed Value**

Assessed Value of \$5,000	\$363.80
Assessed Value of \$6,000	\$436.56
Assessed Value of \$7,000	\$509.32
Assessed Value of \$8,000	\$582.08

<b>2025 Budget</b>	<b>2025 Proposed</b>	<b>2024 Approved</b>	<b>% Inc/Dec 24/25</b>
<b>Income</b>			
Mattituck-Cutchoque School District	1,718,603	1,663,155	3%
NY State Incentive	1,800	1,800	0%
Interest	50	100	-50%
Direct Public Support	5,000	2,000	150%
Fines	0	0	0%
Copy Machine	3,500	2,000	75%
E-Rate Discount	5,400	5,400	0%
PILOT Funds	5,000	4,000	25%
<b>Total Income</b>	<b>1,739,353</b>	<b>1,678,455</b>	<b>4%</b>
<b>DISBURSEMENTS</b>			
<b>Payroll Expenses</b>			
Professional Salaries	362,291	350,493	3%
Clerical Salaries	431,709	429,257	1%
Custodian	49,050	47,675	3%
Sunday Overtime	25,000	24,000	4%
<b>Total Salaries</b>	<b>868,050</b>	<b>851,425</b>	<b>2%</b>
<b>Benefits</b>			
FICA	64,486	63,298	2%
Disability Insurance	1,200	1,000	20%
State Unemployment Insurance	11,000	11,000	0%
Medical Insurance	116,164	104,560	11%
Retirement	75,108	60,017	25%
<b>Total Benefits</b>	<b>267,958</b>	<b>239,875</b>	<b>12%</b>
<b>Total Personnel Costs</b>	<b>1,136,008</b>	<b>1,091,300</b>	<b>4%</b>
<b>LIBRARY MATERIALS</b>			
<b>Adult Materials</b>			
Digital Material Subscriptions	12,500	13,000	-4%
Live-brary Downloadable Ebooks	57,300	54,000	6%
Title Source	2,400	1,050	129%
Adult Books	21,500	21,000	2%
Reference Books & Databases	2,000	2,000	0%
Local History	1,000	1,000	0%
Continuations	2,000	2,500	-20%
Virtual Reference Collection	5,600	5,500	2%

Audiobooks	250	1,000	-75%
DVD/Music Cd	3,700	4,000	-8%
Large Print Books	5,000	5,000	0%
Newspapers	7,200	7,000	3%
Periodicals	5,200	5,000	4%
<b>Total Adult Materials</b>	<b>125,650</b>	<b>122,050</b>	<b>3%</b>
<b>Youth Materials</b>			
Youth Books	12,000	14,000	-14%
Youth Audiobooks	0	250	-100%
Youth Compact Discs	0	250	-100%
Youth Computer Software	1,500	1,500	0%
Youth DVDs	400	500	-20%
Arts & Crafts	2,000	2,500	-20%
<b>Total Youth Materials</b>	<b>15,900</b>	<b>19,000</b>	<b>-16%</b>
<b>Teen Materials</b>			
Teen Books	2,500	2,500	0%
<b>Total Teen Materials</b>	<b>2,500</b>	<b>2,500</b>	<b>0%</b>
<b>Total Library Materials</b>	<b>144,050</b>	<b>143,550</b>	<b>0%</b>
<b>Capital Expenditures</b>	<b>19,000</b>	<b>19,000</b>	<b>0%</b>
<b>Technology</b>	<b>9,300</b>	<b>9,200</b>	<b>1%</b>
<b>Operations &amp; Maintenance</b>			
Building Maintenance			
Aquarium Maintenance	3,600	3,500	3%
Exterminator	1,200	1,000	20%
False Alarms	200	200	0%
Alarm Test	200	200	0%
Eleavator Maintenance	5,500	4,500	22%
Security Monitoring	700	700	0%
Water Backflow Test	275	275	0%
Fire Sprinkler Test	1,200	1,200	0%
HVAC Maintenance	2,500	2,000	25%
Piano Tuning	400	400	0%
Other Building Maintenance	7,000	7,000	0%
<b>Total Building Maintenance</b>	<b>22,775</b>	<b>20,975</b>	<b>9%</b>

<b>Custodial Supplies</b>	<b>1,300</b>	<b>1,000</b>	<b>30%</b>
<b>Electric</b>	<b>29,000</b>	<b>27,500</b>	<b>5%</b>
<b>Gas</b>	<b>12,000</b>	<b>11,000</b>	<b>9%</b>
Grounds Maintenance	12,500	11,000	14%
Snow Removal	4,000	4,500	-11%
Sprinkler Maintenance	700	700	0%
<b>Total Grounds Maintenance</b>	<b>17,200</b>	<b>16,200</b>	<b>6%</b>
Insurance			
Workers Comp	12,000	12,000	0%
Umbrella Package	23,000	22,000	5%
<b>Total Insurance</b>	<b>35,000</b>	<b>34,000</b>	<b>3%</b>
Water			
North Fork Water	850	1,000	-15%
SCWA	3,500	3,500	0%
<b>Total Water</b>	<b>4,350</b>	<b>4,500</b>	<b>-3%</b>
Garbage Removal	3,300	3,000	10%
<b>Total Operation and Maintenance</b>	<b>124,925</b>	<b>118,175</b>	<b>6%</b>
<b>Miscellaneous Expense</b>			
Contingency	3,000	3,000	0%
Legal Fees	2,500	2,500	0%
Longevity Benefit	1,500	1,500	
<b>Maintenance of Equipment</b>			
Copy Machine	5,500	8,500	-35%
Computer/Network Maintenance	12,000	12,000	0%
BookScan Maintenance	750	700	7%
Computer Software Licenses	9,000	9,000	0%
Optimum Internet Service	3,500	3,200	9%
Verizon Mobile Hotspots	2,500	2,400	4%
<b>Total Maintenance of Equipment</b>	<b>33,250</b>	<b>35,800</b>	<b>-7%</b>
<b>Membership</b>			
Museum Passes	5,000	5,000	0%
Professional Memberships	2,300	2,200	5%

Mattituck Chamber of Commerce	350	350	0%
Eastern Suffolkk BOCES (EAP)	800	800	0%
<b>Total Membership</b>	<b>8,450</b>	<b>8,350</b>	<b>1%</b>
<b>Postage</b>			
Postage & Stamps	770	770	0%
Mailing Permit	300	250	20%
Newsletter Mailing	2,000	1,500	33%
P.O. Box Fee	200	160	25%
<b>Total Postage</b>	<b>3,270</b>	<b>2,680</b>	<b>22%</b>
<b>Printing &amp; Advertising</b>			
Other Printing & Advertising	1,500	1,000	50%
Newsletter Printing	21,000	12,000	75%
<b>Total Printing &amp; Advertising</b>	<b>22,500</b>	<b>13,000</b>	<b>73%</b>
<b>SCLS Expenses</b>			
SCLS Telecommunications	10,500	10,500	0%
PALS Membership	10,900	10,800	1%
Annual Audit	15,000	12,500	20%
SCLS/Overdue Notices	500	500	0%
SCLS Annual Membership	12,500	12,000	4%
<b>Total SCLS Expenses</b>	<b>49,400</b>	<b>46,300</b>	<b>7%</b>
<b>Programs-Adult</b>			
Adult Reading Club & Book Discussion	3,500	3,500	0%
Adult Programs	16,000	16,000	0%
Motion Picture & Music Licensing	600	500	20%
<b>Total Programs Adult</b>	<b>20,100</b>	<b>20,000</b>	<b>1%</b>
<b>Programs-Youth/Teen/Parent</b>			
Programs-Youth	10,500	10,500	0%
Programs Summer	8,000	8,000	0%
Programs - Teen	8,000	8,000	0%
<b>Total Programs Youth/Teen Parent</b>	<b>26,500</b>	<b>26,500</b>	<b>0%</b>
Payroll Processing	8,000	10,500	-24%
Supplies - Library	10,500	10,500	0%
Supplies- Office	4,000	4,000	0%
Supplies - Paper	2,500	2,500	0%

Telephone	2,400	2,200	9%
Travel	2,400	2,200	9%
Workshops and Conferences	2,300	2,200	5%
Staff Development	1,000	1,000	0%
Tuition Reimbursement	2,500	2,500	0%
<b>Total</b>	<b>35,600</b>	<b>37,600</b>	<b>-5%</b>
<b>Total Miscellaneous Expense</b>	<b>206,070</b>	<b>197,230</b>	<b>4%</b>
<b>Debt Service</b>	<b>100,000</b>	<b>100,000</b>	<b>0%</b>
<b>Total Budget</b>	<b>1,739,353</b>	<b>1,678,455</b>	