



Maryanne Vigneaux/Lib
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To Maryanne Vigneaux/Lib@SUNYSB
cc
bcc F.Jason Torre/Lib
Subject Library Bulletin, November 18, 2003, Number 1402

SOCIAL PLANS:



Up coming Social Events.d

STUDENT SUPERVISORS:

Please inform your students that they are eligible work up to 40 hours during the intercession period. But once they work over 20 hours in a week, it is required by law to pay FICA & Medicare taxes from that point forward. Only students working 20 hours or less are exempt from FICA taxes.

Important Paycheck Information :

Please inform your students that their next paycheck will be dated Nov. 26, 2003 (the day before Thanksgiving), not 11/28/03 as originally scheduled. Human Resources will distribute the checks late Tuesday afternoon.

In order to distribute the checks in a speedy fashion before the holiday all student checks will be given out in the Library Director's Office after 3:30 p.m. on Tuesday and all day on Wednesday. The Director's office is closed the Friday after Thanksgiving, so please encourage your students to come and pick up their checks on the designated days.



HOLIDAY TOY DRIVE:

The box is ready to be filled. Please drop off UNWRAPPED gifts no later than Wednesday, December 12th. Toys need to be suitable for ages 3 - 12. You decide what to buy . . . gender, price, quantity.

STONY BROOK CARES OPEN HOUSE:

Tomorrow, November 19th, at SAC Lobby, noon - 2:30 pm, come and find out about some agencies that help our community. You can enter a drawing to win a holiday gift basket . If you are inclined, stop at Maryanne's desk to add a contribution to the campaign; additional forms are available . Remember you can give a gift of your time (volunteering) instead of a money gift.