

October 16, 2018

A meeting of the Board of Trustees was held on October 16, 2018 at 5:30 p.m.

Attendance: Trustees Present: Mr. Trabold, Ms. Ryder, Ms. Kennedy, Ms. Schiller
Trustees Absent: Ms. Caselles
Director: Ms. Paisley
Assistant Director: Ms. Bollerman
Library Clerk: Laura Maul
Department Head: Jose Hernandez

The meeting was called to order at 5:30 pm.

On a motion of Ms. Ryder, seconded by Ms. Schiller, the Board adjourned to Executive Session to discuss personnel. (Unanimous)

On a motion of Ms. Kennedy, seconded by Ms. Ryder, the Board adjourned the Executive Session. (Unanimous)

On a motion of Ms. Kennedy, seconded by Ms. Ryder, the following items included in the Consent Agenda were approved. (Unanimous)

- a. Minutes of the September 26, 2018 Regular meeting
- b. Treasurer's report
- c. Financial Report
- d. Budget Report
- e. Bills

The bills as listed in the Check Report dated September 30, 2018 (September Addendum) totaling \$22,039.39 for the General Fund, \$0.00 from the Capital Fund and \$0.00 from the Central Library Fund. The bills as listed in the Check Report dated October 12, 2018 (October Warrant) totaling \$265,013.86 from the General Fund, \$9,973.84 from the Capital Fund and \$4,924.02 from the Central Library Fund.

- f. Report of the Library Director (includes circulation reports, patron usage reports)
- g. Personnel Report

On a motion of Ms. Ryder, seconded by Ms. Schiller, the Board approved the following resolution. (Unanimous)

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby approves the proposal dated October 11, 2018 from J Signs & Advertising for \$7,625.00 to provide signage at the Carnegie Library.

On a motion of Ms. Schiller, seconded by Ms. Ryder, the Board approved the following resolution. (Unanimous)

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby approves the proposal from The Garland Company, Inc. to supply materials and instruction for roof repair not to exceed \$500.

On a motion of Ms. Ryder, seconded by Ms. Kennedy, the Board approved the following resolution. (Unanimous)

RESOLVED, that as per New York State Education Law, Section 2034, 6b, the Library District Clerk is hereby authorized to unseal the ballot box and destroy all paper ballots contained therein, together with the unused ballots from the Annual Budget Vote and Trustee Election held on April 10, 2018.

On a motion of Ms. Schiller, seconded by Ms. Ryder, the Board approved the following resolution.
(Unanimous)

RESOLVED, that the Carnegie Library will remain closed on Wednesday, November 21, 2018 due to the Library's scheduled closing hours at 3:00 p.m.

On a motion of Ms. Kennedy, seconded by Ms. Ryder, the Board approved the following resolution.
(Unanimous)

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library approves the conference request of Jennifer Bollerman to attend the NYLA conference in Rochester NY from November 7-10, 2018 at a cost not to exceed \$1,200.

On a motion of Ms. Ryder, seconded by Ms. Kennedy, the Board approved the following resolution.
(Unanimous)

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library hereby approves the proposal from A.R. Kropp Co. & Sons for \$11,738.35 to supply and install furniture for the Community area of the Library.

Jennifer Bollerman reported that she is working on the phone tree for the new phone system which should be installed by mid-November, and discussed her plans for staff training.

Danielle Paisley explained the roof repair project to the board.

Jose Hernandez shared his thoughts of how to communicate different points of view with patrons and community organizations. He also updated the Board of his department's work for the betterment of the community's education, entertainment, and empowerment.

The meeting was adjourned at 6:32 p.m.

Respectfully submitted,

Laura Maul