

A meeting of the Board of Trustees was held on November 20, 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: Martha Mikkleson
Guest: Al Coster, Baldessari & Coster, LLP

The meeting was called to order at 5:32 pm.

Al Coster reviewed the Patchogue-Medford Library Audit for the Fiscal year ending June 30, 2018.

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

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

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

- a. Minutes of the October 16, 2018 Regular meeting
- b. Treasurer's report
- c. Financial Report
- d. Budget Report
- e. Bills

The bills as listed in the Check Report dated October 31, 2018 (October Addendum) totaling \$207,984.09 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 November 13, 2018 (November Warrant) totaling \$969,288.78 from the General Fund, \$0.00 from the Capital Fund and \$4,802.57 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 purchase of a device charger for the Children's Department from Velocity One, LLC not to exceed \$5,460.00.

On a motion of Ms. Schiller, seconded by Ms. Ryder, the Board moved to table the discussion of updates to the Public Relations, Guidelines for Bulletin Boards and Handouts, and Exhibit/Display Policies. (Unanimous)

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 Suffolk Cooperative Library System Budget.

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 elects Harold Trabold as a trustee to represent the Town of Brookhaven on the Suffolk Cooperative Library System Board.

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 payment of the NY State Retirement bill by December 15, 2018 to take advantage of the prepayment discount.

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 Carnegie Library to remain closed on December 31, 2018, due to the Library closing scheduled for 12 noon.

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 conference request of Jessica Oelcher from the Community Engagement Department to attend the Library Collective Conference from March 5, 2019 through March 8, 2019, with costs not to exceed \$900.00.

On a motion of Ms. Ryder, seconded by Ms. Schiller, the Board of Trustees of the Patchogue-Medford Library moved to approve the use of Photo ID Library Cards. (Unanimous)

Danielle Paisley discussed the use of Bilingual Signage throughout the Library and informed the Board of the invitation to attend the Pat Med Hall of Fame annual awards ceremony.

Martha Mikkleson updated the Board of all of the exciting events taking place in the Community Engagement Department.

The meeting was adjourned at 6:45 p.m.

Respectfully submitted,

Laura Maul