

A meeting of the Board of Trustees was held on December 19, 2018 at 5:30 p.m.

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

The meeting was called to order at 5:31 pm.

On a motion of Ms. Caselles, seconded by Ms. Kennedy, the Board adjourned to Executive Session to discuss property acquisition and personnel. (Unanimous)

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

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

- a. Minutes of the November 20, 2018 Regular meeting
- b. Treasurer's report
- c. Financial Report
- d. Budget Report
- e. Bills

The bills as listed in the Check Report dated November 30, 2018 (November Addendum) totaling \$374,333.58 for the General Fund, \$0.00 from the Capital Fund and \$748.21 from the Central Library Fund. The bills as listed in the Check Report dated December 12, 2018 (December Warrant) totaling \$457,399.93 from the General Fund, \$18,779.00 from the Capital Fund and \$4,448.19 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. Kennedy, seconded by Ms. Ryder the Board approved the updated Exhibit and Display Policy. (Unanimous)

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

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby approves the Audit for the fiscal year ending June 30, 2018 as presented by Al Coster of Baldessari and Coster on November 20, 2018.

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

RESOLVED, that the Patchogue-Medford Library Board of Trustees resolves to engage Rizzi, Schwarz & Taraskas Accounting firm to audit all claims and make recommendations to the Board of Trustees regarding payment for the July 2018 – June 2019 fiscal year.

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

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby approves the conference request of Jessica Brown from the Adult Department to attend the Library Collective Conference from March 5, 2019 through March 8, 2019, with costs not to exceed \$900.

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

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby approves the conference request of Tabitha Johnson, Digital Services Librarian, to attend the Designing For Digital Conference from March 4, 2019 through March 6, 2019, with costs not to exceed \$1700.

Danielle Paisley updated the Board of the upcoming projects at the Carnegie Library and also discussed possible improvements to the Main Library. She also presented the 2019-2020 draft budget to the Board.

Jennifer Bollerman discussed the different projects she has been working on throughout the month.

Jean Kaleda was excited to report about the strong connection the Spanish Outreach department has built with the School District and that ESL classes will be given in Medford at Eagle Elementary.

The meeting was adjourned at 7:11 p.m.

Respectfully submitted,

Laura Maul