

A meeting of the Board of Trustees was held on February 13, 2019 at 5:30 p.m.

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

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

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

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

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

- a. Minutes of the January 16, 2019 Regular meeting
- b. Treasurer's report
- c. Financial Report
- d. Budget Report
- e. Bills

The bills as listed in the Check Report dated January 31, 2019 (January Addendum) totaling \$206,758.16 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 February 6, 2019 (February Warrant) totaling \$372,186.66 from the General Fund, \$30,402.07 from the Capital Fund and \$131,841.45 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. Schiller, seconded by Ms. Caselles, the Board approved the following resolution. (Unanimous)

RESOLVED, that the proposed operating budget for the fiscal year 2019-2020 is hereby approved for submittal to the voters on April 2, 2019.

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

RESOLVED, that the "Notice of Special District Meeting of the Patchogue-Medford (Public) Library" is approved as submitted for publication in the South Shore Press, the L.I. Advance and Noticia L.I. on February 13, 2019, February 20, 2019, February 27, 2019, and March 6, 2019.

On a motion of Ms. Caselles, seconded by Ms. Schiller, the Board approved the layout for the Library Photo ID Cards as submitted. (Unanimous)

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

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby approves the proposal from The Facilities Management Group for project management for the Roof Replacement Project in the amount of \$74,353.

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

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby approves the conference requests of Bruce Silverstein to attend the IUG Conference in Phoenix, AZ not to exceed \$1,900.

On a motion of Ms. Schiller, 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 Jeri Cohen to attend the Computers in Libraries Conference in Arlington, VA not to exceed \$2,200.

Danielle Paisley updated the Board on the Mural Project and upcoming building projects.

Jennifer Bollerman discussed procedures that she has been working on, webinars for staff development, and updated the Board on the new phone system.

Bruce Silverstein was happy to report on Hoopla's high circulation statistics this past month, but troubled about the ongoing issues with Sierra.

The meeting was adjourned at 6:36 p.m.

Respectfully submitted,

Laura Maul