

May 21, 2019

A meeting of the Board of Trustees was held on May 21, 2019 at 5:30 p.m.

Attendance:	Trustees Present:	Mr. Trabold, Ms. Kennedy, Ms. Schiller
	Trustees Absent:	Ms. Ryder, Ms. Caselles
	Director:	Ms. Paisley
	Assistant Director:	Ms. Bollerman
	Library District Clerk:	Debbie Bacon
	Department Head:	Jose Hernandez
	Guest:	Dan Arnoldi, Eagle Scout Troop 40

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

Dan Arnoldi, Eagle Scout from Troop 40 discussed his plans for landscaping design around the new flagpole at the Carnegie Library.

On a motion of Ms. Schiller, seconded by Ms. Kennedy, the Board adjourned to Executive Session to discuss personnel.

On a motion of Ms. Kennedy, seconded by Ms. Schiller, the Board adjourned the Executive Session.

On a motion of Ms. Schiller, seconded by Ms. Kennedy, the following items included in the Consent Agenda were approved.

- a. Minutes of the April 17, 2019 Regular meeting
- b. Treasurer's report
- c. Financial Report
- d. Budget Report
- e. Bills

The bills as listed in the Check Report dated April 30, 2019 (April Addendum) totaling \$378,965.71 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 May 8, 2019 (May Warrant) totaling \$271,180.74 from the General Fund, \$21,016.24 from the Capital Fund and \$3,865.77 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. Schiller, the Board approved contracts with Polaris and L&K for the ceiling tile and LED light fixture project.

On a motion of Ms. Schiller, seconded by Ms. Kennedy, the Board approved the revision of the Financial Policies of the Board of Trustees of the Patchogue-Medford Library.

On a motion of Ms. Schiller, seconded by Ms. Kennedy, the Board approved the following resolutions:

RESOLVED, the Patchogue-Medford Library Board of Trustees hereby approve the change of date for the February 2020 Board meeting to Wednesday, February 26, 2020.

RESOLVED, that the following persons are appointed as members of the Board of Registration for the fiscal year 2019-2020, at a fee of \$10.00 per hour; and a stipend for meals be provided on the day of registration if it occurs during the noon hour of \$6.00

Barbara Ramirez	John Ramirez
Juta Rohtla	Margaret Safranek

AND BE IT FURTHER RESOLVED, that the following persons are appointed as assistant clerks for fiscal year 2019-2020 at a fee of \$10.00 per hour and that a stipend for meals be provided on the day of the election of \$12.00; and that the Library District Clerk is authorized to fill vacancies as they occur on the Board of Registration.

Assistant Clerks

Barbara Ramirez	John Ramirez
Juta Rohtla	Margaret Safranek

On a motion of Ms. Kennedy, seconded by Ms. Schiller, the Board approved the following resolution:

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library hereby approve the purchase of LED light fixtures from Schwing Electric in an amount not to exceed \$35,343.

On a motion of Ms. Schiller, seconded by Ms. Kennedy, the Board approved the following resolution:

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library hereby approves the proposals from Thermal Solutions to install an updated air conditioning unit not to exceed \$6900 and an exhaust fan not to exceed \$1650.

On a motion of Ms. Kennedy, seconded by Ms. Schiller, the Board approved the Mural design.

On a motion of Ms. Schiller, seconded by Ms. Kennedy, the Board approved the purchase of two digital play tables; one for CAPS, one for YA.

Jennifer Bollerman shared information with the Board regarding 2nd Annual Safety/Wellness Day, updated financial policy, and job descriptions.

Jose Hernandez updated the Board of the importance of the census. He also shared how he wants staff to learn all aspects of the Library and has organized a Summer Reading Club committee with other departments so families can benefit from 'one-stop shopping'.

Danielle Paisley shared information about roof replacement with the Board and submitted two roof samples to view.

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

Respectfully submitted,

Debbie Bacon