

July 19, 2019

A meeting of the Board of Trustees was held on July 17, 2019 at 5:30 p.m.

Attendance:	Trustees Present:	Mr. Trabold, Ms. Kennedy, Ms. Caselles, Ms. Ryder
	Trustees Absent:	Ms. Schiller
	Director:	Danielle Paisley
	Assistant Director:	Jennifer Bollerman
	Library District Clerk:	Laura Maul
	Department Head:	Jean Kaleda
	Guest:	Ivan Carrasquillo, The Facilities Management Group

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

Ivan Carrasquillo gave the Board an update on the Roof Project and other capital projects.

On a motion of Ms. Ryder, seconded by Ms. Kennedy, the board moved to appoint Danielle Paisley, to serve as temporary chairperson until the 2019-2020 Library Board Officers were elected and sworn in.

Danielle Paisley opened the floor for nominations for officers for fiscal year 2019-2020. Ms. Ryder nominated Harold Trabold to be President of the Board for the fiscal year 2019-2020. Mr. Trabold nominated Eleanor Ryder to be First Vice President of the Board for the fiscal year 2019-2020. Ms. Caselles nominated Elizabeth Kennedy to be Second Vice President of the Board for the fiscal year 2019-2020. There being no further nominations, Harold Trabold was elected President, Eleanor Ryder was elected First Vice President and Elizabeth Kennedy was elected Second Vice President for the fiscal year 2019-2020 by unanimous consent.

The Library District Clerk administered the Oath of Office to the newly elected Officers of the Board.

The President of the Board, Mr. Trabold, resumed office acting as the chairperson.

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

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

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

- a. Minutes of the June 20, 2019 Regular meeting
- b. Treasurer's report
- c. Financial Report
- d. Budget Report
- e. Bills

The bills as listed in the Check Report dated June 30, 2019 (June Addendum) totaling \$32,250.37 from the General Fund, \$0.00 from the Capital Fund and \$2960.00 from the Central Library Fund. The bills as listed in the Check Report dated July 10, 2019, (July Warrant) totaling \$244,945.51 from the General Fund, \$96,966.44 from the Capital Fund and \$2,015.60 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 following resolution. (Unanimous)

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library approves the fund transfers delineated in Addendum 1 as of June 30, 2019.

The Board conducted their Annual Review of the Financial Policy, Investment Policy, Code of Ethics and Trustees Bylaws.

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

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library hereby authorizes the following persons as signatories on accounts opened and maintained in the name of the Patchogue-Medford Library:

Kathryn L. Hurney, Treasurer
Danielle Paisley, Director
Jennifer Bollerman, Assistant Director
Harold G. Trabold
Lisa M. Caselles
Elizabeth Kennedy
Eleanor J. Ryder
Bunnie Schiller

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 authorizes the transfer of \$150,000 from the General Fund Balance to the committed fund of accrued benefit payouts as of June 30, 2019.

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

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library hereby approves the Central Library Budget.

On a motion of Ms. Caselles, 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 requests as delineated in Addendum 2 for the 2019-2020 fiscal year.

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 hereby approves the Village's request to install two surveillance cameras on the west and east walls of the library at no cost to the Patchogue-Medford Library.

On a motion of Ms. Kennedy, seconded by Ms. Ryder, the Board agreed to table the discussion of the Suffolk County Bike Share Program and the proposal for collaboration on MOCA LI collection. (Unanimous)

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

RESOLVED, that Laura Maul is appointed Library District Clerk, and Patty Lach is appointed Assistant Library Clerk for fiscal year 2019-2020.

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

RESOLVED, that Katherine L. Hurney is appointed Library District Treasurer at a fee of \$415 per month for fiscal year 2019-2020.

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

RESOLVED, that the following banks are designated as depositories for the funds of the Patchogue-Medford Library for the fiscal year 2019-2020: People's United Bank, maximum deposit not to exceed \$2,000,000; Sterling National Bank, maximum deposit not to exceed \$550,000; Bridgehampton National Bank, maximum deposit not to exceed \$8,500,000.

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

RESOLVED, that the LI Advance is designated as the official newspaper of the Patchogue-Medford Library for the fiscal year 2019-2020.

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 appoints the Joseph P. Price Agency as Insurance Broker for the Patchogue-Medford Library for the fiscal year 2019-2020.

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

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library hereby appoints the Law Offices of Thomas Volz as General and Personnel Counsel for the Patchogue-Medford Library for the fiscal year 2019-2020.

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

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library chooses to engage Rizzi, Schwarz & Taraskas accounting firm to audit all claims and make recommendations to the Board of Trustees regarding payment for the 2019-2020 fiscal year.

Jean Kaleda updated the Board of the many summer Outreach programs her department has prepared for the public and the PLA intern program.

The meeting was adjourned at 6:49 p.m.

Respectfully submitted,

Laura Maul