A meeting of the Board of Trustees was held on December 18, 2019 at 5:30 p.m.

Attendance:  Trustees Present:  Mr. Trabold, Ms. Ryder, Ms. Kennedy
            Trustees Absent:  Ms. Schiller, Ms. Caselles
            Director:  Danielle Paisley
            Assistant Director:  Jennifer Bollerman
            Library District Clerk:  Laura Maul
            Spanish Outreach Librarian:  Lissetty Thomas-Johnson
            Guests:  Al Coster, Baldessari & Coster, LLP

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

Al Coster reviewed the Patchogue-Medford Library Annual Audit for the Fiscal year ending June 30, 2019.

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

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

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

  a. Minutes of the November 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 November 30, 2019 (November Addendum) totaling $404,088.01 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 December 11, 2019, (December Warrant) totaling $329,405.71 from the General Fund, $22,731.61 from the Capital Fund and $23,526.43 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. Kennedy, the Board passed the following resolution. (Unanimous)

  RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby approves the Audit for the fiscal year ending June 30, 2019 as presented by Al Coster of Baldessari and Coster, LLP.

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

  RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby allows the Director of the Library to alter the hours of operation if necessary, of the Carnegie Library.

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

  RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby accepts the memorandum of agreement with the CSEA regarding the employment of Library Clerks as Passport Agents in the Patchogue-Medford Library.
On a motion of Ms. Kennedy, seconded by Ms. Ryder, the Board passed the following resolution. (Unanimous)

**RESOLVED,** that the Patchogue-Medford Library Board of Trustees hereby accepts the memorandum of agreement with the State University of New York at Stony Brook regarding the placement of nursing, social work, and public health nurse interns at the Patchogue-Medford Library.

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

**RESOLVED,** that the Patchogue-Medford Library Board of Trustees hereby approves the payment of $18,630.45 to Leo and Kamilas L Corp. for continued ceiling work, and the payment of $37,525 to Polaris Electrical Construction Corp. for continued electrical work.

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

**RESOLVED,** that the Patchogue-Medford Library Board of Trustees hereby approves the proposals of Leo and Kamilas L Corp. for materials and labor related to creating an ADA compliant walkway in the front of the Carnegie building.

Jennifer Bollerman informed the board of new departments that have been created to better serve our patrons, and the personnel changes made to staff these departments.

Lissetty Thomas-Johnson informed the board of the many ways she assists our Spanish speaking patrons and the Patchogue-Medford Community.

The meeting was adjourned at 7:18 p.m.

Respectfully submitted,

Laura Maul