

January 21, 2020

A meeting of the Board of Trustees was held on January 15, 2020 at 5:30 p.m.

| | | |
|-------------|---------------------------|---------------------------------------|
| Attendance: | Trustees Present: | Mr. Trabold, Ms. Ryder, Ms. Schiller |
| | Trustees Absent: | Ms. Kennedy, Ms. Caselles |
| | Director: | Danielle Paisley |
| | Assistant Director: | Jennifer Bollerman |
| | Library District Clerk: | Laura Maul |
| | Teen & Media Coordinator: | Brian Schwartz |
| | Guests: | Daniel Arnoldi, Eagle Scout Candidate |

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

Daniel Arnoldi discussed material choices for his flag pole project at the Carnegie Library and reported on the progress of the project.

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

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

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

- a. Minutes of the December 18, 2019 Regular meeting
- b. Treasurer's report
- c. Financial Report
- d. Budget Report
- e. Bills

The bills as listed in the Check Report dated December 31, 2019 (December Addendum) totaling \$280,525.03 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 January 8, 2020, (January Warrant) totaling \$326,421.51 from the General Fund, \$74,686.43 from the Capital Fund and \$4,227.00 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. Schiller, the Board passed the following resolution. (Unanimous)

RESOLVED, that the "Notice of Special District Meeting of the Patchogue-Medford Library" is approved as submitted for publication in the L.I. Advance, Brookhaven Review, and Noticias on February 19, 2020, February 26, 2020, March 4, 2020, and March 11, 2020.

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

RESOLVED, that the nominating petitions for the position of Library Trustee shall be available beginning January 27, 2020. Petitions shall be filed in the Office of the Library District Clerk not later than 5:30 p.m. on Monday, March 9, 2020.

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

RESOLVED, that as per Section 1501-c of the New York State Education Law, the Board of Trustees of the Patchogue-Medford Library hereby appoints Barbara Ramirez and Juta Rohtla, Chairpersons of the Board of registration to attend the Medford Multicare Center for Living, 3115 Horseblock Road, Medford, NY 11763 not earlier than thirteen days before or later than the day before the annual vote for the purpose of distribution of absentee ballots to residents of the facility who have duly registered and requested absentee ballots of the Annual Budget Vote and Trustee Election of the Patchogue-Medford Library.

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

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby accepts the proposal of Strikeforce Maintenance Corporation for cleaning services beginning January 2020 through December 2021 at the cost of \$3,600 per month.

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

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby approves the invoice submitted by Leo and Khamilas L. Corp. for continued work on the ceiling tile replacement project at a cost of \$8,252.17.

Jennifer Bollerman informed the board that she is continuing to work on staff duty statements and staff training. She also conducted a seminar for NYLA on managing employees and is working with an intern from the United Way.

Brian Schwartz updated the board of some of the exciting changes and programs taking place at the Carnegie Library Teen Center.

The meeting was adjourned at 6:37 p.m.

Respectfully submitted,

Laura Maul