

February 28, 2020

A meeting of the Board of Trustees was held on February 26, 2020 at 5:30 p.m.

Attendance:	Trustees Present:	Mr. Trabold, Ms. Ryder, Ms. Schiller, Ms. Kennedy, Ms. Caselles
	Trustees Absent:	
	Director:	Danielle Paisley
	Assistant Director:	Absent
	Library District Clerk:	Laura Maul
Library Promotions Coordinator:		Laura Accardi
	Guests:	Jessie Bouchelle, Children's Department Head Candidate

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

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

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

Jessie Bouchelle introduced herself to the Board, told them of her experience as a Librarian, and discussed her goals and exciting ideas for the Children's Department.

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

- a. Minutes of the January 15, 2020 Regular meeting, and the February 3, 2020 Special meeting.
- b. Treasurer's report
- c. Financial Report
- d. Budget Report
- e. Bills

The bills as listed in the Check Report dated January 31, 2020 (January Addendum) totaling \$288,651.34 for the General Fund, \$20,265.00 from the Capital Fund and \$0.00 from the Central Library Fund. The bills as listed in the Check Report dated February 11, 2020, (February Warrant) totaling \$293,837.73 from the General Fund, \$60,465.91 from the Capital Fund and \$2,233.00 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. Kennedy, seconded by Ms. Schiller, the Board passed the following resolution. (Unanimous)

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby approves the draft of Sustainability Policy.

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

RESOLVED, that the Patchogue-Medford Board of Trustees hereby approves the amended Picture Taking Policy, and the Picture Taking at Children's Programs Policy.

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

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby approves the proposed operating budget for the fiscal year 2020-2021 for submittal to the voters on April 7, 2020.

On a motion of Ms. Caselles, seconded by Ms. Ryder, the Board agreed to table the discussion regarding the proposal submitted by Mark Grossman, Public Relations. (Unanimous)

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

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby approves the proposal from KP Organization for repair, spackle and paint in the makerspace room in the amount of \$2,500.

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 from Thermal Solutions for installation and connection of three new HVAC units in the amount of \$39,000.

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

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby approves the invoices from Facilities Management Group for project management of the following projects: LED Lighting project \$1,755.86; HVAC Replacement project \$2,955.24; Ceiling Tile Replacement project \$1,254.89; Roof Replacement project \$2,996.45.

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

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby approves the conference request of Bruce Silverstein to attend the IUG Conference in Minneapolis, MN from April 15 to April 19, 2020, at a cost not to exceed \$1,700.

Laura Accardi informed the Board of some of the very exciting programs her department has planned in the upcoming months.

The meeting was adjourned at 6:42 p.m.

Respectfully submitted,

Laura Maul