

May 22, 2020

A videoconference meeting of the Board of Trustees was held on May 20, 2020 at 5:30 p.m.

Attendance:	Trustees Present:	Mr. Trabold, Ms. Ryder, Ms. Caselles, Ms. Kennedy
	Trustees Absent:	Ms. Schiller
	Director:	Danielle Paisley
	Assistant Director:	Jennifer Bollerman
	Library District Clerk:	Laura Maul

The meeting was called to order at 5:33 p.m.

On a motion of Ms. Ryder, seconded by Ms. Kennedy, the Board entered into Executive Session to discuss personnel and the emergency closure of the Library Facilities as per the Executive Order of the Governor of the State of New York. (Unanimous)

On a motion of Ms. Ryder, seconded by Ms. Schiller, the Board ended 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 May 14, 2020 Special meeting
- b. Treasurer's report
- c. Financial Report
- d. Budget Report
- e. Bills

The bills as listed in the Check Report dated April 30, 2020 (April Addendum) totaling \$524,638.65 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 13, 2020, (May Warrant) totaling \$276,243.52 from the General Fund, \$10,295.62 from the Capital Fund and \$875.00 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. Caselles, seconded by Ms. Kennedy, the Board passed the following resolution. (Unanimous)

RESOLVED, that the Patchogue-Medford Library Board of Trustees rescinds the May 14, 2020 resolution: Emergency closure of Library Facilities through Saturday, June 6, 2020 as per Executive Order 202.4 which was extended by Executive Order 202.28, Continuing Temporary Suspension and Modification of Laws Relating to the Disaster Emergency.

BE IT FURTHER RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby extends the closure of Library Facilities through May 28, 2020 as per E.O. 202.31, modified of May 14, 2020 and states that E.O. 202.4 is only extended through 11:59 p.m. on May 28, 2020.

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 cancels the trustee election previously scheduled for June 16, 2020; and

BE IT FURTHER RESOLVED, that the Patchogue-Medford Library Board of Trustees rescheduled the trustee election for June 9, 2020 in collaboration with the Patchogue-Medford School District vote to be held by way of absentee ballot.

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 accepts the proposal from A.R. Kropp Co. & Sons dated April 29, 2020, for \$9,640 to install sneeze guards in the library facility.

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

RESOLVED, that the following persons are appointed as member of the Board of Registration for the fiscal year 2020-2021, 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 hours 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 2020-2021 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

Jennifer Bollerman informed the Board that she has prepared RFP's for insurance, auditing and HVAC. She has completed tracer training and will train the staff on the use of PPE's.

Danielle Paisley discussed plans and procedures for opening the library facilities in phases.

The meeting was adjourned at 6:18 p.m.

Respectfully submitted,

Laura Maul