

A virtual meeting of the Board of Trustees was held on December 16, 2020 at 5:30 p.m.

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

The meeting was called to order at 5:32 p.m.

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

On a motion of Ms. Ryder, seconded by Ms. Kennedy, the Board adjourned 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 December 10, 2020 Special Meeting
- b. Treasurer's report
- c. Financial Report
- d. Budget Report
- e. Bills

The bills as listed in the Check Report dated November 30, 2020, (November Addendum) totaling \$271,983.82 from 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 9, 2020, (December Warrant) totaling \$335,333.69 from the General Fund, \$131,814.50 from the Capital Fund and \$175.00 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. Kennedy, the Board approved the request from The Friends of the Library to rename the Learning Center in honor of Marjorie Roe, the founder of The Friends of the Library. (Unanimous)

On a motion of Ms. Ryder, seconded by Ms. Kennedy, the Board approved the Public Health Plan and Emergency Procedures Policy (formerly known as the Infectious Disease Policy). (Unanimous)

On a motion of Ms. Kennedy, seconded by Ms. Ryder, the Board approved the Covid-19 Micro-cluster Plan. (Unanimous)

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

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby approves the invoice of DME Construction for continued roof work in the amount of \$118,474.50

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

RESOLVED, that the Patchogue-Medford Library Board of Trustees agree to enter into a contract with Larson's Seasonal Enterprises Inc. for snow removal for the 2020-2021 season.

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

RESOLVED, that the Patchouge-Medford Library Board of Trustees hereby approves the proposal of Starkman Electric to repair the Library exterior sign and install additional lighting in the warehouse at a cost not to exceed \$5,255.00.

Jennifer Bollerman informed the Board that she has been working on writing policies and has been busy mentoring staff working in new positions.

The meeting was adjourned at 7:12 p.m.

Respectfully submitted,

Laura Maul