

A virtual meeting of the Board of Trustees was held on November 18, 2020 at 5:30 p.m.

Attendance:	Trustees Present:	Mr. Trabold, Ms. Kennedy, Ms. Caselles, Ms. Ryder, Ms. Schiller
	Director:	Danielle Paisley
	Assistant Director:	Jennifer Bollerman
	Library District Clerk:	Laura Maul
	Asst. Library Clerk:	Debbie Bacon
	Spanish Outreach Dept. Head:	Lissetty Thomas-Johnson
	Guests:	Katherine Stone, Eric Maisch, Rachael Grodzki, Architects H2M Ivan Carrasquillo, TFMG Al Coster, Baldessari & Coster, LLP

The meeting was called to order at 5:31 p.m.

Al Coster reviewed the Patchogue-Medford Library Annual Audit for the Fiscal year ending June 30, 2020.

H2M Architects presented the Board with options for the design of the Medford Library Branch.

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 October 21, 2020 Regular Meeting
- b. Treasurer's report
- c. Financial Report
- d. Budget Report
- e. Bills

The bills as listed in the Check Report dated October 31, 2020, (October Addendum) totaling \$336, 483.42 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 November 10, 2020, (November Warrant) totaling \$870,512.41 from the General Fund, \$167,049.00 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. Caselles, seconded by Ms. Kennedy, the Board approved the following resolution. (Unanimous)

**RESOLVED**, that the Patchogue-Medford Library Board of Trustees hereby approve the Suffolk Cooperative Library System Budget.

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

**RESOLVED**, that the Patchogue-Medford Library Board of Trustees hereby approves the Audit for the fiscal year ending June 30, 2020 as presented by Al Coster of Baldessari & Coster, LLP.

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 approve the payment of the NYS Retirement bill by December 15, 2020 to take advantage of the prepayment discount.

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 hereby approve the addition of Account Clerk, Jordan Zavesky, to the Vanguard account in anticipation of the retirement of the current administrator, Patty Lach.

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

**RESOLVED**, that the Patchogue-Medford Library Board of Trustees hereby approve the proposal from PW Grosser Consulting, Inc., for environmental consulting services of the Medford Library Branch, with a maximum cost of \$10,200 which includes a traffic assessment.

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 approve the installment invoice from DME construction for various roof work for \$153,729

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

**RESOLVED**, that the Patchogue-Medford Library Board of Trustees hereby approve the proposal of Waverly Iron Corp in the amount of \$6,190 for the installation of ADA compliant railings at the front entrance of the Carnegie Library.

Danielle Pasiley discussed options for ADA railings and awnings at the Carnegie Library and discussed the new CDC Covid guidelines.

Jennifer Bollerman updated the Board of the many exciting projects she has completed during the month.

Lissetty Thomas- Johnson thanked the Board for her new position as Department Head of the Spanish Outreach Department, and informed them of her plans to expand services to meet more of the needs of the community.

The meeting was adjourned at 7:34 p.m.

Respectfully submitted,

Laura Maul