

February 18, 2021

A virtual meeting of the Board of Trustees was held on February 17, 2021 at 5:30 p.m.

Attendance: Trustees Present: Mr. Trabold, Ms. Schiller, Ms. Ryder, Ms. Caselles
Trustees Absent: Ms. Kennedy
Director: Danielle Paisley
Assistant Director: Jennifer Bollerman
Library District Clerk: Laura Maul
Asst. Library Clerk: Debbie Bacon
Guests: Katie Stone, Eric Maisch, H2M Architects & Engineers
Ivan Carrasquillo, The Facilities Management Group

The meeting was called to order at 5:30 p.m.

Mr. Maisch presented the Board with two alternate bid items for the Medford Library Project. He discussed the costs and requirements associated with a geothermal system, and a photovoltaic system.

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

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

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

- a. Minutes of the January 20, 2021 Board Meeting and the January 25, 2021 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, 2021, (January Addendum) totaling \$216,246.34 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 February 10, 2021, (February Warrant) totaling \$224,886.08 from the General Fund, \$114,909.95 from the Capital Fund and \$0.00 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. Caselles, the Board approved the following resolution. (Unanimous)

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby approves the proposed operating budget for the fiscal year 2021-2022 for submittal to the voters on April 6, 2021.

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

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby approves the proposal of Strikeforce Cleaning Agency in the amount of \$2,500 to perform a top to bottom cleaning of the main library facility on February 10, 2021.

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 invoice from DME Construction for the continued roof work in the amount of \$100,488.15.

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 approves the invoices from the Facilities Management Group for project management of the following projects: Roof Replacement project for \$3,808.55, Medford Library Branch Project \$1,800.00, and Carnegie Handrails for \$395.

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

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby accepts the proposal of Top Stitch to provide three awnings for the entrances and exits of the Carnegie Library at a cost not to exceed \$4,000.

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 authorizes the Library Director to enter into a contract with Creative Bug for 2021-2024 for their online subscription service at a cost of \$4,050.

Danielle Paisley informed the Board that the Patchogue Arts Council would like to paint a mural on the back wall of the library. There will be more discussion about the mural in the following months. The Library will be using the SLED from SCLS for a photo opportunity to promote equity, diversity and inclusion.

Jennifer Bollerman has been working with the safety committee on projects to improve staff morale. She will also be teaching at the NYLA Leadership and Management Academy.

The meeting was adjourned at 6:25 p.m.

Respectfully submitted,

Laura Maul