

A meeting of the Board of Trustees was held on May 19, 2021 at 5:30 p.m.

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| Attendance: | Trustees Present: | Mr. Trabold, Ms. Kennedy, Ms. Ryder, Ms. Caselles |
| | Trustees Absent: | Ms. Schiller |
| | Director: | Danielle Paisley |
| | Assistant Director: | Jennifer Bollerman |
| | Library District Clerk: | Laura Maul |
| | Asst. Library Clerk: | Debbie Bacon |
| | Guests: | Ivan Carrasquillo, The Facilities Management Group |
| | Virtual Guests: | Katie Stone, H2M Architects & Engineers |
| | | Beth Giacummo, John Cino, Patchogue Arts Council |

The meeting was called to order at 5:41 p.m.

Ms. Stone advised that the SED drawings for review will be ready by June 7, 2021 and she will send a sample letter to request expedition for SED approval. The Town of Brookhaven has not yet responded regarding the parking lot and Ms. Stone will proceed with the building only.

Mr. Carrasquillo is concerned with the schedule of the Medford Branch due to the grant application deadline. The roof project is complete and he is waiting for the final report. Carnegie awnings and handrails are also complete.

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 April 21, 2021 Board Meeting
- b. Treasurer's report
- c. Financial Report
- d. Budget Report
- e. Bills
The bills as listed in the Check Report dated April 30, 2021 (April Addendum) totaling \$208,048.60 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 May 12, 2021, (May Warrant) totaling \$384,246.67 from the General Fund, \$2,768.75 from the Capital Fund and \$1,825.00 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 Board of Trustees of the Patchogue-Medford Library hereby approves the proposal from Media Technologies to provide cabinetry and desk for the copy center in the amount of \$30,718.80.

On a motion of Ms. Kennedy, seconded by Ms. Ryder, the Board approved the 2021-2022 Library calendar including the Library closing on the state holiday, Juneteenth. (Unanimous)

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

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library hereby approves the proposal of Integrity Fire Solutions Inc. to install relays, wire and connect relays to the fire panel as per code at a cost not to exceed \$5,650.00.

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

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library appoint the follow persons as members of the Board of Registration for the fiscal year 2022-2023, at a fee of \$15.00 per hour; and a stipend for meals be provided on the day of registration if it occurs during the noon hour of \$6.00.

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|-----------------|-------------------|
| 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 2022-2023 at a fee of \$15.00 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.

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| Assistant Clerks | |
| Barbara Ramirez | John Ramirez |
| Juta Rohtla | Margaret Safranek |

There will be further discussion with Jennifer Bollerman on the Equity, Diversity, and Inclusion Proposal.

There will be further discussion with the Patchogue Arts Council on the intended mural design.

Jennifer Bollerman informed the Board that she will continue work on the Cultural Humility Policy and plans to bring in a guest speaker for the staff on Equity, Diversity, and Inclusion.

Danielle Paisley discussed the new mask recommendations from the NYS DOH with the Board and it was decided that masks will be required inside the Library until further notice. The bookdrop previously at Little People's Daycare has been relocated to Sean Dixon Park. Ms. Paisley mentioned the purchasing of a vehicle for staff events.

The meeting was adjourned at 7:35 p.m.

Respectfully submitted,

Laura Maul