

Patchogue-Medford Library  
Board of Trustees  
Wednesday, April 21, 2021  
5:30 pm

Agenda

- I. Call to Order
  - II. Executive session (personnel)
  - III. Guests, Katherine Stone, Architect, H2M and Ivan Carrasquillo, The Facilities Management Group to review 60% layout for Medford Library
  - IV. Consent Agenda
    - a. Motion to approve the Minutes of the March 17, 2021 meeting
    - b. Motion to approve the Treasurer's report
    - c. Motion to approve the Financial Report
    - d. Motion to approve the Budget Report
    - e. Motion to approve the Bills
    - f. Motion to approve the Report of the Library Director (includes circulation reports, patron usage reports)
    - g. Motion to approve the Personnel Report
  - V. Communications
    - a. Acknowledgement from Presiding officer of the Suffolk County Legislature Rob Calarco to the Library for excellent service by Jose Hernandez.
    - b. Acknowledgement from patron Orlando Urena-Cordero to the Library for excellent service by Michele Cayea
    - c. Friends of the Library Annual Report
  - VI. Old/Unfinished Business
    - a. Medford Library Project and updated schedule (motion to approve design submitted 4/12/21)
    - b. Notice of Rebate from PSEG
    - c. Disaster Plan and Emergency Procedures
- RESOLVED** that the Board of Trustees of the Patchogue Medford Library hereby approve the updated Emergency Procedures plan to include a Disaster Plan in accordance with updated NYS minimum standards.
- d. New Website  
(motion to approve the launch of the new website as previewed at the March board meeting)
- VII. New business

- A. Certification of vote results:

**RESOLVED**, that the Board of Trustees of the Patchogue-Medford Library certifies the results of the 2021-2022 Patchogue-Medford Library Budget Vote and Trustee Election as follows:

PROPOSITION I - Patchogue-Medford Public Library Budget

Yes 217 No 33

TRUSTEE: For a 5 year term ending June 30, 2026:

Bunnie Schiller, 130

B. Memorandum of Agreement CSEA

**RESOLVED**, that the Board of Trustees of the Patchogue-Medford Library hereby ratifies the Memorandum of Agreement between the Board of Trustees of the Patchogue-Medford Library and the CSEA Local 1000 AFSCME, AFL-CIO, covering the term of July 1, 2021 through June 30, 2023 and authorizes the Library Director to sign the agreement on behalf of the Board of Trustees.

C. Landscaping contract—Carnegie Library

**RESOLVED**, that the Board of Trustees of the Patchogue Medford Library hereby approves the proposal from Leo and Khamila's Landscaping Corp at a cost not to exceed \$3570.

D. Thermal Solutions Contract—HVAC Carnegie

**RESOLVED**, that the Board of Trustees of the Patchogue Medford Library hereby approves the proposal from Thermal Solutions for an HVAC maintenance agreement for the Carnegie Library for May 2021-April 2022 at a cost not to exceed \$1805.00.

E. Storage area network appliance

**RESOLVED**, that the Board of Trustees of the Patchogue Medford Library hereby approves the purchase of a new storage area network appliance off the NYS Government contract at a cost not to exceed \$32,690.14.

F. Tent Rentals--Main Library and Carnegie

**RESOLVED**, that the Board of Trustees of the Patchogue Medford Library hereby approves the proposal from Camelot Party Rentals for temporary outdoor tents for the Carnegie Lawn and Main Library Courtyard at a cost not to exceed \$3005.40 and \$5680 respectively.

G. Painting Exterior wall of Library in Courtyard

**RESOLVED**, that the Board of Trustees of the Patchogue Medford Library hereby approves the proposal from Quarltre's Painting to remove existing peeling paint, sand and paint two walls and stairwell in the Library courtyard at a cost not to exceed \$2500.

H. Postal Machine

**RESOLVED**, that the Board of Trustees of the Patchogue Medford Library hereby approve the proposal of FP Finance for the lease of a postal machine at a cost of \$135/month for a period of 63 months and authorizes the Director to enter in a contract hereto.

I. Library and Staff Photos

RESOLVED, that the Board of Trustees of the Patchogue Medford Library hereby approves the proposal Benny Migs Photo for Interior and exterior photos of the Library buildings and headshots of library staff and board at a cost not to exceed \$1400.

- J. Library Closure on Monday, June 24, 2021 at 5 pm (or subsequent rain date) due to Pat Med Prom on Main Street.

(motion to approve)

- VIII. Update from Jennifer Bollerman
- IX. Update from Jeri Cohen—NYLA Sustainability Certification
- X. Other
- XI. Adjournment