

A meeting of the Board of Trustees was held on January 26, 2022 at 5:30 p.m.

Attendance:	Trustees Present:	Mr. Trabold, Ms. Kennedy, Ms. Schiller, Ms. Caselles
	Trustees Absent:	Ms. Ryder
	Director:	Danielle Paisley
	Assistant Director:	Jennifer Bollerman
	Library District Clerk:	Debbie Bacon
	Guests:	Ivan Carrasquillo, The Facilities Management Group Nancy Senzamici, Librarian

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

Ms. Senzamici reviewed the possibilities for the van wrap and discussed color choices, designs, and comparisons between each sample provided.

Mr. Carrasquillo updated the Board on the Medford Branch and the January 27, 2022 construction meeting and signing of contracts. Danielle Paisley discussed temporary fencing and electric needed at the site.

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

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

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

- a. Minutes of the December 15, 2021 Board Meeting
- b. Treasurer's report
- c. Financial Report
- d. Budget Report
- e. Bills

The bills as listed in the Check Report dated December 31, 2021, (December Addendum) totaling \$301,097.10 from the General Fund, \$0.00 from the Capital Fund and \$189.00 from the Central Library Fund. The bills as listed in the Check Report dated January 12, 2022, (January Warrant) totaling \$311,825.40 from the General Fund, \$32,918.80 from the Capital Fund and \$4,989.79 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 updated Materials Selection Policy and its new name of Collection Development Policy. (Unanimous)

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

**RESOLVED**, that the "Notice of Special District Meeting of the Patchogue-Medford (Public) Library" is approved as submitted for publication in the L.I. Advance, South Shore Press and Noticias on February 16, 2022, February 23, 2022, March 2, 2022 and March 9, 2022.

**RESOLVED**, that nominating petitions for the position of Library Trustee shall be available beginning February 2, 2022. Petitions shall be filed in the Office of the Library District Clerk not later than 5:30 p.m. on Monday, March 8, 2022.

**RESOLVED**, that as per Section 1501-c of the New York State Education Law, the Board of Trustees of the Patchogue-Medford Library hereby appoints Barbara Ramirez and Juta Rohtla, Chairpersons of the Board of registration to attend the Medford Multicare Center for Living, 3115 Horseblock Road, Medford, NY 11763 not earlier than thirteen days before or later than the day before the annual vote for the purpose of distribution of absentee ballots to residents of the facility who have duly registered and requested absentee ballots for the Annual Budget Vote and Trustee Election of the Patchogue-Medford Library.

Ms. Paisley discussed the Village of Patchogue request for the 511 Ride Share kiosk to be installed at the Library. The kiosk would provide transportation details to the community.

Ms. Paisley discussed budget planning for the 2022-2023 fiscal year with the Board, comparing a 2% increase with a 3.3% increase, the latter determined from past budgets that had no increase.

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

**RESOLVED**, that the Patchogue-Medford Library Board of Trustees hereby rejects all bids received for the January 5, 2022 cleaning bid opening.

On a motion of Ms. Caselles, seconded by Ms. Schiller, the Board agreed to a date of February 10, 2022 for cleaning companies to re-bid for services. (Unanimous)

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

**RESOLVED**, that the Patchogue-Medford Library Board of Trustees hereby approve the invoice from Media Technologies for the Copy Center furniture, in the amount of \$30,718.80.

Jennifer Bollerman updated the Board on the progress of annual professional development plans (PDP's), and department head evaluations and mentoring. Ms. Bollerman discussed the need for social services in the community and its impact on staff.

Jessica Tangerra, new resident of Patchogue, appreciated the Board's discussion of social services and community needs.

The meeting was adjourned at 7:00 p.m.

Respectfully submitted,

Debbie Bacon