

A meeting of the Board of Trustees was held on March 16, 2022 at 5:30 p.m.

Attendance: Trustees Present: Mr. Trabold, Ms. Kennedy, Ms. Ryder, Ms. Caselles, Ms. Schiller  
Director: Danielle Paisley  
Assistant Director: Jennifer Bollerman  
Library District Clerk: Debbie Bacon  
Guests: Ivan Carrasquillo, TFMG, Peter Braverman, Eric Maisch, H2M

The meeting was called to order at 5:34 p.m.

Mr. Carrasquillo discussed the Medford Branch contractor submittals. Paperwork and contracts are complete and the site has been surveyed by utility companies. Groundbreaking is scheduled for April. Mr. Braverman and Mr. Maisch discussed the H2M fees and will forward an updated invoice. They also informed the Board that the Town of Brookhaven will do an administrative review of the parking lot and that the design will go to SED for review. There is concern over long-lead mechanical items.

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

- a. Minutes of the February 16, 2022 Board Meeting
- b. Treasurer's report
- c. Financial Report
- d. Budget Report
- e. Bills

The bills as listed in the Check Report dated February 28, 2022, (February Addendum) totaling \$286,241.94 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 March 9, 2022, (March Warrant) totaling \$276,627.18 from the General Fund, \$4,650 from the Capital Fund and \$134,410.34 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. Kennedy, seconded by Ms. Schiller, the Board approved the following resolution. (Unanimous)

**RESOLVED**, that the Patchogue-Medford Library Board of Trustees hereby approve the proposal of Universal Testing at a cost not to exceed \$4,138.

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 authorizes the Director to enter into a three year cleaning contract with Imperial Cleaning.

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 Patchogue-Medford Library Annual Report or Public and Association Libraries – 2021 for submittal to NY State Department of Education, Division of Library Development.

Jennifer Bollerman discussed the summer reading program meeting and staff training schedule. Ms. Bollerman also informed the Board of the hiring of a full-time Library Assistant (Spanish Speaking) and other personnel matters.

Danielle Paisley discussed the van wrap final design with the Board.

The meeting was adjourned at 6:51 p.m.

Respectfully submitted,



Debbie Bacon