

May 19, 2022

A virtual meeting of the Board of Trustees was held on May 18, 2022 at 5:30 p.m.

Attendance:	Trustees Present:	Mr. Trabold, Ms. Caselles, Ms. Ryder
	Trustees Absent:	Ms. Kennedy, Ms. Schiller
	Director:	Danielle Paisley
	Assistant Director:	Jennifer Bollerman
	Library District Clerk:	Debbie Bacon
	Guests:	Ivan Carrasquillo, The Facilities Management Group Peter Braverman, H2M Jessica Oelcher, Community Engagement Department

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

Ivan Carrasquillo updated the Board on the progress of the Medford Library Branch including the completion of the foundation, installation of the vapor barrier in the basement, removal of forms, and appropriate inspections. He also stated that the pouring of the concrete basement floor is scheduled for this upcoming Friday.

Peter Braverman updated the Board on the Medford Library Branch parking lot. Mr. Braverman has submitted appropriate paperwork in order to obtain an SED project #. The Health Department has notified H2M that there needs to be agreement with PSEG in order to have the water authority add lines that are in proximity to PSEG-owned property.

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 April 20, 2022 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, 2022 (March Addendum) totaling \$210,221.93 from the General Fund, \$0 from the Capital Fund and \$1,614.25 from the Central Library Fund. The bills as listed in the Check Report dated May 11, 2022, (April Warrant) totaling \$381,152.21 from the General Fund, \$255,311.50 from the Capital Fund and \$4,405.37 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. Ryder, the Board approved the 2022-2023 Library Calendar.

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 rescinds the approval for painting the walls and trim in meeting rooms A and B at a cost not to exceed \$2,150 by Frank Kaplan due to the inability to resolve scheduling difficulties.

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 of Paint Marvel for painting the walls and trim in meeting rooms A and B at a cost not to exceed \$4,700.

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 terminates the employment of Employee A, as discussed in Executive Session on May 18, 2022.

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 Memorandum of Agreement between the Library and CSEA regarding the salary schedule for fiscal year 2022-2023, subject to review by counsel.

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 of Gym Doors Repairs, Inc to repair the room divider at a cost not to exceed \$5,982.

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 H2M for the design and development of the parking lot for the Medford Library Branch at a cost not to exceed \$39,750.

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 donation of the Bike Fixit Station from the PEP Committee to be installed at the Carnegie Library.

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 Baldessari and Coster for the annual audit for fiscal year ending June 30, 2022 at a cost not to exceed \$13,700.

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 appoint the following persons as member of the Board of Registration for the fiscal year 2022-2023, at a fee of \$15 per hour and a stipend for meals be provided on the day of registration, if it occurs during the noon hour, of \$6.

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 per hour and that a stipend for meals be provided on the day of the election of \$12 and that the Library District Clerk is authorized to fill vacancies as they occur on the Board of Registration.

Barbara Ramirez John Ramirez
Juta Rohtla Margaret Safranek

Jennifer Bollerman informed the Board that the EDI Action Plan for 2022 is complete and that training and staff events will be scheduled. Ms. Bollerman discussed a paid internship program in place for the summer. The school district and school counselors will help to promote it to students who may be interested in applying.

Bruce Silverstein discussed with the Board his role as Department Head and that his focus for his staff is to help patrons. Mr. Silverstein said there has been a 40% increase in reference questions, more specifically social service questions. He also informed the Board that the Library of Things has been organized and that he attended an ACP program to further his knowledge on helping to obtain internet accessibility for low-income patrons.

The meeting was adjourned at 7:17 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Debbie Bacon", written in black ink.

Debbie Bacon