

Patchogue-Medford Library
Board of Trustees
Wednesday, June 15, 2022
5:30 pm

Agenda

- I. Call to Order
- II. Guests: Ivan Carrasquillo from The Facilities Management Group re: Medford Update
- III. Executive session to discuss personnel
- IV. Consent Agenda
 - Motion to approve the Minutes of the May 18, 2022 regular meeting
 - Motion to approve the Treasurer's report
 - Motion to approve the Financial Report
 - Motion to approve the Personnel Report
 - Motion to approve the Budget Report
 - Motion to approve the Bills
 - Motion to approve the Report of the Library Director (includes circulation reports, patron usage reports)
 - Motion to approve the Personnel Report
- V. Communications
 - a. Patchogue Medford Hall of Fame
 - b. Donna Jones, Superintendent of Patchogue Medford School District
 - c. Suffolk County Water Authority
- VI. Old/Unfinished Business
 - a. Medford Library Project--SED paperwork prepared by H2M Architects + Engineers on the Library's behalf. (motion to approve)
 - b. Mural Contract (motion to approve)
- VII. New business
 - a. Staff Contracts

RESOLVED that the President of the Board of Trustees of the Patchogue-Medford Library is authorized to execute salary agreements with Jordan Zavesky, Toren Perkins, Jennifer Bollerman, Danielle Paisley, Debbie Bacon, and Security Guards for 2022-2023.
 - b. Employment of Minors Policy (motion to approve)
 - c. HVAC

RESOLVED, that the Board of Trustees of the Patchogue Medford Library approves the HVAC service contract from Thermal Solutions for the fiscal year 2022-2023.

d. Legal Counsel

RESOLVED, that the Board of Trustees of the Patchogue Medford Library hereby approves the proposal of Volz & Vigliotta to serve as legal counsel for the Patchogue Medford Library for the fiscal year of 2022-2023 at a retainer fee of \$11,000.

e. Tent rentals for summer programs

****please note, Toast will reimburse the Library for a portion of the Library courtyard contract.**

RESOLVED, that the Board of Trustees of the Patchogue Medford Library approves the contracts for tent rentals for the Library courtyard outside at the Main Library and the outside area at the Carnegie Library for \$6420 and \$3767.50.

f. Projector installation

RESOLVED, that the Board of Trustees of the Patchogue Medford Library hereby approves the proposal of NorthStream for professional services for the installation of projectors, software and ancillary equipment at a cost not to exceed \$11,184.65.

g. Conducting Meetings Via Videoconferencing

Whereas, the meetings of the Board of Trustees of the Patchogue Medford Library are governed by New York State Public Officers Law and

Whereas, Section 103-a of the Public Officers Law authorizes the Board of Trustees of the Patchogue Medford Library to authorize the use of videoconferencing to conduct its public meetings

Now therefore, be it resolved, the Board of Trustees of the Patchogue Medford Library hereby authorizes its committees and subcommittees to use videoconferencing to conduct the committees' and subcommittees' public meetings when members of the committees and subcommittees are unable to be physically present due to extraordinary circumstances; and

Now therefore, be it further resolved, that the Board of Trustees of the Patchogue Medford Library hereby adopts the Use of Videoconferencing at Public Meetings Policy, which shall govern the use of videoconferencing to conduct public meetings of the Board of Trustees of the Patchogue Medford Library.

- VIII. Update from Debbie Bacon
- IX. Update from Jennifer Bollerman
- X. Update from Jeri Cohen
- XI. Period of Public Comment
- XII. Adjournment