

June 30, 2022

A meeting of the Board of Trustees was held on June 21, 2022 at 5:30 p.m.

Attendance:	Trustees Present:	Mr. Trabold, Ms. Ryder, Ms. Kennedy
	Trustees Absent:	Ms. Caselles, Ms. Schiller
	Director:	Danielle Paisley
	Assistant Director:	Jennifer Bollerman
	Library District Clerk:	Debbie Bacon
	Guests:	Ivan Carrasquillo; The Facilities Management Group Jeri Cohen; Technology & Sustainability

The meeting was called to order at 5:35 p.m.

Ivan Carrasquillo updated the Board on the progress of the Medford Branch, including the pouring of concrete in the basement followed by the installation of steel beams. Mr. Carrasquillo discussed the possibility of rerouting the water lines to avoid trenching through property owned by PSEG. The use of a Town of Brookhaven paper road may help to facilitate the change.

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. Ryder, the Board ended the Executive Session. (Unanimous)

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

- a. Minutes of the May 18, 2022 meeting
- b. Treasurer's report
- c. Financial Report
- d. Budget Report
- e. Bills

The bills as listed in the Check Report dated May 31, 2022 (May Addendum) totaling \$307,804.69 for the General Fund, \$0.00 from the Capital Fund and \$1,230.22 from the Central Library Fund. The bills as listed in the Check Report dated June 8, 2022, (June Warrant) totaling \$342,988.28 from the General Fund, \$162,075.23 from the Capital Fund and \$243,472.64 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. Ryder, the Board approved the SED paperwork for the Medford Library parking lot project. (Unanimous)

On a motion of Ms. Kennedy, seconded by Ms. Ryder, the Board approved the mural contract of artist Michael Krazowitz (Unanimous)

On a motion of Ms. Ryder, seconded by Ms. Kennedy, the Board passed the following resolution. (Unanimous)

RESOLVED, that the President of the Patchogue-Medford Library Board of Trustees is authorized to execute salary agreements with Danielle Paisley, Jennifer Bollerman, Debbie Bacon, Toren Perkins, Jordan Merring, and Security Guards for 2022-2023.

On a motion of Ms. Kennedy, seconded by Ms. Ryder, the Board approved the revised Employment of Minors Policy. (Unanimous)

On a motion of Ms. Kennedy, seconded by Ms. Ryder, the Board passed the following resolution. (Unanimous)

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

On a motion of Ms. Ryder, seconded by Ms. Kennedy, the Board passed the following resolution. (Unanimous)

RESOLVED, that the Patchogue-Medford Library Board of Trustees 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.

On a motion of Ms. Kennedy, seconded by Ms. Ryder, the Board passed the following resolution. (Unanimous)

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby approves the contracts for tent rentals for the Library courtyard outside at the Main Library and the outside area at the Carnegie Library for \$6,420 and \$3,767.50.

On a motion of Ms. Ryder, seconded by Ms. Kennedy, the Board passed the following resolution. (Unanimous)

RESOLVED, that the Patchogue-Medford Library Board of Trustees 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.

On a motion of Ms. Kennedy, seconded by Ms. Ryder, the Board passed the following resolution. (Unanimous)

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.

On a motion of Ms. Ryder, seconded by Ms. Kennedy, the Board entered into a second Executive Session to discuss salary agreements. (Unanimous)

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

Debbie Bacon reported that staff burnout has been an issue. Ms. Bacon updated the Board on recent Safety & Wellness Committee events and training and said that all were well received by staff. Ms. Bacon discussed future events and the beautification of the roof deck, courtesy of CSEA. She also discussed her plan for a morale-boosting badge program.

Jennifer Bollerman updated the Board on ACES training, an all-day staff training with two sessions. Ms. Bollerman discussed recent interviews for a Community Services Worker and the search for an additional security guard. She

also mentioned that the main building has upgraded the outdated burglar alarm. In addition, Ms. Bollerman is planning beginner Spanish classes for staff.

Jeri Cohen informed the Board that she is planning to retire in July. The Board acknowledged Ms. Cohen's 17 years of service with flowers and a certificate. Ms. Cohen updated them on her recent work in the Makerspace and an upcoming youth fishing program paid for with funds from the NASA grant.

The meeting was adjourned at 6:35 p.m.

Respectfully submitted,

Debbie Bacon