

Patchogue-Medford Library  
Board of Trustees  
Wednesday, July 20, 2022, 5:30 pm  
Agenda

- I. Call to Order
- II. Guests: Ivan Carasquillo, The Facilities Management Group. Update on Medford Library Project
- III. Executive Session to discuss personnel
- IV. Motion to appoint Danielle Paisley to serve as temporary chairperson to conduct election of officers for the 2022-2023 fiscal year
- V. Board Re-organization For Fiscal Year 2022-2023
  - a. Election of Officers for fiscal year 2022-2023
  - b. Administration of Oaths of Office to newly elected officers by Library District Clerk

Newly elected President presides over the rest of the meeting

Regular Meeting Resumes:

- VI. Consent Agenda
  - a. Motion to approve the Minutes of the June 15, 2022 Regular meeting
  - b. Motion to approve the Treasurer's report
  - c. Motion to approve the Financial Report
  - d. Motion to approve the Budget Report
  - e. Motion to approve the Bills
  - f. Motion to approve the Report of the Library Director (includes circulation reports, patron usage reports)
  - g. Motion to approve the Personnel Report
- VII. Communications
  - a. Tawk Chat Communication
  - b. Randy Rusielewicz, Ed.D., Principal, PMHS
  - c. Patron thank you
- VIII. Old/Unfinished Business
  - a. Medford Library Project
- IX. New business
  - a. Annual Review of the Financial Policy, Investment Policy, Code of Ethics and Trustee Bylaws. (motion to approve pending any suggested updates)

b. Bank Accounts

**RESOLVED**, that the Board of Trustees of the Patchogue-Medford Library hereby authorizes the following persons as signatories on accounts opened and maintained in the name of the Patchogue-Medford Library:

Kathryn L. Hurney, Treasurer  
Danielle Paisley, Director  
Jennifer Bollerman, Assistant Director  
Harold G. Trabold  
Lisa M. Caselles  
Elizabeth Kennedy  
Eleanor J. Ryder  
Bunnie Schiller

c. Central Library Budget

**RESOLVED**, that the Board of Trustees hereby approves the Central Library Budget for 2022-2023.

d. Fire Alarm Upgrade

**RESOLVED**, that the Board of Trustees of the Patchogue Medford Library hereby approves the proposal of Integrity Fire Solutions for installation of strobe lights in the lower level at a cost not to exceed \$4095.00.

e. Professional Development

**RESOLVED**, that the Board of Trustees of the Patchogue Medford Library hereby approves the proposal of Jennifer Bollerman to attend the ACT training in 2022-23 at a cost not to exceed \$8995.

X. Appointments For 2022-2023:

- a. **RESOLVED**, that Debbie Bacon is appointed Library District Clerk and Toren Perkins is appointed Assistant Library District Clerk for fiscal year 2022-2023,
- b. Treasurer: **RESOLVED**, that Katherine L. Hurney is appointed Library District Treasurer at a fee of \$415 per month for fiscal year 2022-2023.
- c. Official Depositories: **RESOLVED**, that the following banks are designated as depositories for the funds of the Patchogue-Medford Library for the fiscal year 2022-2023: People's United Bank, maximum deposit not to exceed \$2,000,000.00; Webster Bank (formerly Sterling National Bank), maximum deposit not to exceed \$550,000; Dime Community Bank (formerly Bridgehampton National Bank), maximum deposit not to exceed \$8,500,000.00.
- d. Official Newspaper: **RESOLVED**, that the LI Advance is designated as the official newspaper of the Patchogue-Medford Library for the fiscal year 2022-2023.
- e. Insurance: **RESOLVED**, that the Board appoints the Joseph P. Price Agency as Insurance Broker for the Patchogue-Medford Library for the fiscal year 2022-2023.

f. Attorney: **RESOLVED**, that the Board hereby appoints the Law Offices of Volz & Vigliotta as General and Personnel Counsel for the Patchogue-Medford Library for the fiscal year 2022-2023.

e. Claims Auditing: **RESOLVED**, the Board of Trustees of the Patchogue-Medford Library chooses to engage Rizzi, Schwarz & Taraskas accounting firm to audit all claims and make recommendations to the Board of Trustees regarding payment for the 2022-2023 fiscal year.

- XI. Update from Jennifer Bollerman
- XII. Update from Brian Schwartz
- XIII. Period of Public Comment
- XIV. Adjournment