

July 20, 2022

A meeting of the Board of Trustees was held on July 20, 2022 at 5:30 p.m.

Attendance:	Trustees Present:	Mr. Trabold, Ms. Kennedy, Ms. Ryder (virtual)
	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; Peter Braverman, H2M Architects and Engineers; Brian Schwartz, Department Head of Teen Services

The meeting was called to order at 5:34 pm.

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

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

Ivan Carasquillo updated the Board on the Medford Branch, which included the installation of steel and bar joists, a drainage ring, and waterproofing membrane for the new building. In addition, Mr. Carasquillo said that the first floor decking and floor boxes for data and electric were also installed.

Peter Braverman discussed various options for running water lines to the new building. Mr. Braverman said that plans will need to be submitted to the Board of Health.

On a motion of Ms. Kennedy, seconded by Ms. Ryder, the Board moved to appoint Danielle Paisley, to serve as temporary chairperson until the 2022-2023 Library Board Officers were elected and sworn in.

Danielle Paisley opened the floor for nominations for officers for fiscal year 2022-2023. Ms. Kennedy nominated Harold Trabold to be President of the Board for the fiscal year 2022-2023. Ms. Ryder nominated Elizabeth Kennedy to be First Vice President of the Board for the fiscal year 2022-2023. Ms. Kennedy nominated Eleanor Ryder to be Second Vice President of the Board for the fiscal year 2022-2023. There being no further nominations, Harold Trabold was elected President, Elizabeth Kennedy was elected First Vice President, and Eleanor Ryder was elected Second Vice President for the fiscal year 2022-2023 by unanimous consent.

The Library District Clerk administered the Oath of Office to the newly elected Officers of the Board.

The President of the Board, Mr. Trabold, resumed office acting as the chairperson.

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

- a. Minutes of the June 15, 2022 Regular meeting
- b. Treasurer's report
- c. Financial Report
- d. Budget Report
- e. Bills

The bills as listed in the Check Report dated June 30, 2022 (June Addendum) totaling \$413,850.99 from the General Fund, \$30,298.18 from the Capital Fund and \$60,076.09 from the Central Library Fund. The bills as listed in the Check Report dated July 13, 2022, (July Warrant) totaling \$370,160.31 from the General Fund, \$219,237.00 from the Capital Fund and \$13,584.02 from the Central Library Fund.

- f. Report of the Library Director (includes circulation reports, patron usage reports)
- g. Personnel Report

The Board conducted their Annual Review of the Financial Policy, Investment Policy, Procurement Policy, Code of Ethics and Trustees Bylaws, and on a motion of Ms. Kennedy, seconded by Ms. Ryder, the Board approved the policies. (Unanimous)

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

RESOLVED, that the Patchogue-Medford Library Board of Trustees 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
Eleanor J. Ryder
Lisa M. Caselles
Elizabeth Kennedy
Bunnie Schiller

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 approve the Central Library Budget for 2022-2023.

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

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby approves the proposal of Integrity Fire Solutions for installation of strobe lights in the lower level at a cost not to exceed \$4,095.00.

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

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby approves the proposal of Jennifer Bollerman to attend the ACT training in 2022-23 at a cost not to exceed \$8,995.00.

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 appoint Debbie Bacon as Library District Clerk and Toren Perkins as Assistant Library District Clerks for fiscal year 2022-2023.

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

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby appoint Kathryn L. Hurney as Library District Treasurer at a fee of \$415 per month for fiscal year 2022-2023.

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 following banks and their successors 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; Webster Bank (formerly Sterling National Bank), maximum deposit not to exceed \$550,000; First National Bank of Long Island, maximum deposit not to exceed \$300,000; Dime Community Bank (formerly Bridgehampton National Bank), maximum deposit not to exceed \$8,500,000.

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

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby designates the LI Advance as the official newspaper of the Patchogue-Medford Library for the fiscal year 2022-2023.

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

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby appoints the Joseph P. Price Agency as the Insurance Broker for the Patchogue-Medford Library for the fiscal year 2022-2023.

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

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby appoint the Law Offices of Volz & Vigliotta as General and Personnel Counsel for the Patchogue-Medford Library for the fiscal year 2022-2023.

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

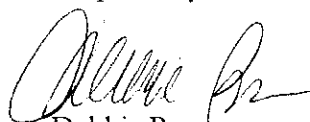
RESOLVED, that the Patchogue-Medford Library Board of Trustees chooses to engage Rizzi, Schwarz & Taraskas accounting firm to audit all claims and make recommendations to the Board of Trustees each month regarding payments for the 2022-2023 fiscal year.

Jennifer Bollerman informed the Board that she has been working on building up the C.A.R.E. Department with Lisetty Thomas, Department Head. Ms. Bollerman updated the Board on the progress of her staff Spanish classes that take place twice a week as well as the summer internship program, where she serves as mentor.

Brian Schwartz updated the Board on his school and outreach visits and informed the Board that the teen patrons at the Carnegie Library are enjoying a new pool table. In addition, he said that the summer lunch program is going well with the assistance of teen volunteers. Mr. Schwartz also updated the Board on various programs and the success of book bundles at the Carnegie Library.

The meeting was adjourned at 7:05 p.m.

Respectfully submitted,



Debbie Bacon