

August 26, 2022

A meeting of the Board of Trustees was held on August 17, 2022 at 5:30 p.m.

Attendance:	Trustees Present:	Mr. Trabold, Ms. Caselles, Ms. Ryder, Ms. Schiller
	Trustees Absent:	Ms. Kennedy
	Director:	Danielle Paisley
	Assistant Director:	Jennifer Bollerman
	Library District Clerk:	Debbie Bacon
	Guests:	Ivan Carrasquillo, The Facilities Management Group Michele Cayea, Head of Public Services Department

The meeting was called to order at 5:30 pm.

Ivan Carrasquillo updated the Board on the progress of the Medford Branch including showing photos of the first floor concrete completed, window wells installed, and the framing that began at the site. Mr. Carrasquillo informed the Board that the exterior walls are now on-site and that the roof should be completed in two weeks.

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

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

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

- a. Minutes of the July 20, 2022 Meeting
- b. Treasurer's report
- c. Financial Report
- d. Budget Report
- e. Bills

The bills as listed in the Check Report dated July 31, 2022 (July Addendum) totaling \$214,981.06 from the General Fund, \$0.00 from the Capital Fund and \$3,020.30 from the Central Library Fund. The bills as listed in the Check Report dated August 10, 2022 (August Warrant) totaling \$335,334.70 from the General Fund, \$198,052.33 from the Capital Fund and \$2,684.95 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. Ryder, seconded by Ms. Schiller, the Board approved the following resolution. (Unanimous)

**RESOLVED**, that the Patchogue-Medford Library Board of Trustees hereby authorizes the director to enter into a Memorandum of Agreement with JNS Heating Inc. with regards to storage of equipment for the Medford Library Branch at an offsite location.

On a motion of Ms. Ryder, seconded by Ms. Schiller, the Board tabled the resolution to approve the Sunday Rate for 2022-2023. (Unanimous)

On a motion of Ms. Schiller, seconded by Ms. Ryder, the Board tabled the resolution to approve the calendar for the Annual Library Budget Vote and Trustee Election for the fiscal year 2022-2023 as submitted by the Library District Clerk. (Unanimous)

Michele Cayea updated the Board on the Library's social media activity as well as the hiring of new employees in the Public Services Department. Ms. Cayea also informed the Board that the Library's participation at the Great South Bay Musical Festival was a big hit with the patrons, staff, and festival attendees.

Jennifer Bollerman updated the Board on recent custodial and security meetings and the new scheduling software introduced to department heads and supervisors. Ms. Bollerman also informed the Board that her staff Spanish classes have some regular attendees who look forward to being able to help Spanish-Speaking patrons.

The meeting was adjourned at 6:05 p.m.

Respectfully submitted,

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

Debbie Bacon