

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

Attendance:	Trustees Present:	Mr. Trabold, Ms. Kennedy, Ms. Ryder
	Trustees Absent:	Ms. Caselles, Ms. Schiller
	Director:	Danielle Paisley
	Assistant Director:	Jennifer Bollerman
	Library District Clerk:	Debbie Bacon
	Guest Librarian:	Lissetty Thomas
	Guests:	Ivan Carrisquillo, TFMG

The meeting was called to order at 5:30 p.m.

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. Ryder, seconded by Ms. Kennedy, the Board adjourned the Executive Session. (Unanimous).

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 August 17, 2022 Meeting
- b. Treasurer's report
- c. Financial Report
- d. Budget Report
- e. Bills

The bills as listed in the Check Report dated August 31, 2022 (August Addendum) totaling \$295,088.97 from the General Fund, \$0.00 from the Capital Fund and \$3,000.00 from the Central Library Fund. The bills as listed in the Check Report dated September 14, 2022, (September Warrant) totaling \$316,382.46 from the General Fund, \$341,904.41 from the Capital Fund and \$26,739.37 from the Central Library Fund.

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

Ivan Carrisquillo provided photos of the Medford Branch construction site, including piping and water-barrier wrapping that has begun on the building. Mr. Carrisquillo informed the Board that there are currently no supply issues for items ordered. He also discussed recent communications with the Town of Brookhaven.

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 approve the 2023 calendar for the Annual Library Budget Vote and Trustee Election on April 4, 2023 as submitted by the Library District Clerk.

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 approve the NYS DLD Construction Aid Grant application number 0386-23-0159 for the construction of the Medford Branch Library Parking Lot.

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 NYS Municipal Facilities Funds application sponsored by Assemblyman DeStefano for the construction of the Medford Branch Library.

On a motion of Ms. Ryder, seconded by Ms. Kennedy, the Board approved the PLA Digital Literacy Workshop Incentive Application, which would provide funding for future literacy programs.

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 approve the change order of the total fee for H2M Architects + Engineers for additional work on the design and construction of the Medford Library to a cost not to exceed \$422,000.

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 change order of the total fee for Universal Testing to perform additional required testing at a cost not to exceed \$15,000.

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 proposal from Paint Marvel to perform exterior paint maintenance at the Carnegie Library at a cost not to exceed \$4,890.

On a motion of Ms. Kennedy, seconded by Ms. Ryder, the Board approved the updated Family and Medical Leave Act (FMLA) policy.

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

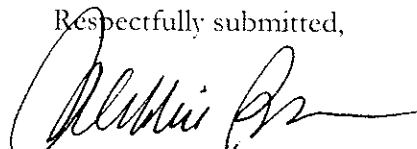
RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby approve the conference request of Danielle Paisley and Jennifer Bollerman to attend the NYLA Annual Conference in Saratoga Springs, NY from Wednesday, November 3 through Saturday, November 6, 2022, at a cost not to exceed \$1,800.

Jennifer Bollerman updated the Board on various policies and procedures and that a new patron behavior policy will be introduced next month. Ms. Bollerman informed the Board of recent interviews for a librarian and library assistant position and that the staff Spanish class is going well. She also discussed the staff training schedule and that the EDI committee is working on values.

Lissetty Thomas updated the Board on her new position as Head of the Adult/CARES Department and that she would be hosting an all-staff meeting next week. Ms. Thomas extended her gratitude to the Board for their support and informed them that her department has two new F/T Community Service Workers.

The meeting was adjourned at 6:40 p.m.

Respectfully submitted,



Debbie Bacon