

Patchogue-Medford Library
Board of Trustees
Monday, December 19, 2022
5:30 pm

Agenda

- I. Call to Order
- II. Guest: Al Coster; Baldessari and Coster, LLP
Guest: Ivan Carrasquillo, The Facilities Management Group
- III. Executive session
- IV. Consent Agenda
 - Motion to approve the Minutes of the November 16, 2022 regular meeting
 - Motion to approve the Treasurer's report
 - Motion to approve the Financial Report
 - Motion to approve the Budget Report
 - Motion to approve the Bills
 - Motion to approve the Report of the Library Director (includes circulation reports, patron usage reports)
 - Motion to approve the Personnel Report
- V. Communications
 - a. Volz & Vigliotta: Annual Trustee Education requirements, 2023
 - b. Insight Enviromental report re: Medford Library Branch
 - c. Zoning notice of new business at 20 Oak Street, Patchogue
 - d. Dorothy Lombardo re: program.
 - e. Deborah Feliciano re: book in teen department
- VI. Old/Unfinished Business
 - a. Medford Library Project
- VII. New business
 - a. Annual Audit Approval
RESOLVED, the Board of Trustees of the Patchogue-Medford Library hereby approves the Audit for the fiscal year ending June 30, 2022 as presented by Al Coster of Baldessari and Coster, LLP.
 - b. Medford Library Branch Parking Lot Bid Notice
RESOLVED, the Board of Trustees of the Patchogue Medford Library hereby approves the bid notice and schedule for the construction of a parking lot at the branch library.
 - C. Carpet Proposal for 2nd floor
RESOLVED, the Board of Trustees of the Patchogue Medford Library hereby rescinds the approved proposal of Milburn flooring from the October 2022 board meeting due to a change in product and labor costs.

RESOLVED, the Board of Trustees of the Patchogue Medford Library hereby approves the 11/30/22 proposal of Milburn flooring to replace carpet on the 2nd floor at a cost not to exceed \$14,355.20.

d. Carpet Proposal Studio E

RESOLVED, the Board of Trustees of the Patchogue Medford Library hereby approve the 12/9/2022 proposal of Milburn flooring for carpet install in Meeting Room E at a cost not to exceed \$2466.57.

e. Furniture Order Part 1—Medford Library Branch

RESOLVED, the Board of Trustees of the Patchogue Medford Library hereby approve the proposal of Kropp/KI for tables and seating at the Medford Library branch at a cost not to exceed \$50,401.93.

RESOLVED, the Board of Trustees of the Patchogue Medford Library hereby approve the proposal of Kropp/HON for desks and workstation chairs at a cost not to exceed \$8,931.42.

RESOLVED, the Board of Trustees of the Patchogue Medford Library hereby approve the proposal of Kropp/Aurora for metal shelving at a cost not to exceed \$53,015.69

f. Policies

RESOLVED, that the Board of Trustees of the Patchogue Medford Library hereby approve the updates for the Picture Taking in the Library policy and the Unattended Children/Young Adult Policy.

VIII. Update from Evan Gape, IT Department Head

IX. Update from Jennifer Bollerman

X. Other

XI. Adjournment