

February 27, 2023

A virtual meeting of the Board of Trustees was held on February 15, 2023 at 5:30 p.m.

Attendance: Trustees Present: Mr. Trabold, Ms. Kennedy, Ms. Ryder, Ms. Schiller
Director: Danielle Paisley
Assistant Director: Jennifer Bollerman
District Clerk: Debbie Bacon
Guests: Ivan Carrasquillo, The Facilities Management Group
Michael Vigliotta, Volz & Vigliotta
Jessica Oelcher, Head of Community Engagement

The meeting was called to order at 5:41 p.m.

Ivan Carrasquillo updated the Board on the Medford Branch Library construction including the installation of sheetrock, fire-rated insulation and steel studs. Solar panels have been installed on the roof, spackling of sheetrock is complete in the basement, and the stairwell handrail has been installed.

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

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

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

- a. Minutes of the January 18, 2023 Regular Meeting
- b. Treasurer's report
- c. Financial Report
- d. Budget Report
- e. Bills
The bills as listed in the Check Report dated January 10, 2023 (January Addendum) totaling \$313,146.99 from the General Fund, \$0.00 from the Capital Fund and \$1,508.06 from the Central Library Fund. The bills as listed in the Check Report dated February 8, 2023, (February Warrant) totaling \$373,491.57 from the General Fund, \$414,550.82 from the Capital Fund and \$9,796.58 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. Kennedy, seconded by Ms. Ryder, the Board passed the following resolution. (Unanimous)

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library hereby approve the proposal of Amcase, Inc. for the main desk at the Medford Branch Library (cost to be determined by choices).

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

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library hereby approve the proposal of Digital Provisions to provide equipment and labor to install interior and exterior security cameras, secure

access card readers and a replacement server, for all library branches, for camera access from state contract and prevailing wage at a cost not to exceed \$83,691.09.

The board discussed the paver art for the patio at the Medford Branch Library and the request for community members to assist with its design.

On a motion of Ms. Kennedy, seconded by Ms. Ryder, the Board approved the revised legal notice for the 2023 budget vote. (Unanimous)

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

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library hereby approve the transfer of \$778,578 from the 2022 budgetary fund balance of the General Fund to the building improvement account of the Capital Fund for the Medford Branch Library project.

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

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library hereby approve the proposed operating budget for the fiscal year 2023-2024 for submittal to the voters on April 4, 2023.

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

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library hereby approve the Patchogue-Medford Library Annual Report for Public and Association Libraries 2022 for submittal to NY State Department of Education, Division of Library Development.

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

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library hereby approve the proposal of Stasi General Contracting LLC for the construction of a parking lot at the Medford Athletic Complex to be used for parking at the Medford Branch Library, at a cost not to exceed \$396,000.

Debbie Bacon informed the Board that there have been banking issues, including fraudulent activity, at no fault of the library, and that she is working with the bank to add safety measures to ensure that the library accounts are secure.

Jennifer Bollerman informed the Board that she continues to work with the Collection and Development team so that the library collections remain relevant to the community.

Jessica Oelcher updated the Board about the increased attendance for financial literacy programs. She informed the Board that Hardwood Training has enabled her to begin community conversations and to remain proactive, finding solutions to various issues and concerns. With this training, Ms. Oelcher will host a community conversation program in April. Danielle Paisley commended the program and said that it will give people a place to share their concerns.

The meeting was adjourned at 8:00 p.m.

Respectfully submitted,



Debbie Bacon