

April 21, 2023

A virtual meeting of the Board of Trustees was held on April 19, 2023 at 5:30 p.m.

Attendance: Trustees Present: Mr. Trabold, Ms. Kennedy, Ms. Ryder, Ms. Schiller, Ms. Aliceas
Director: Danielle Paisley
Assistant Director: Jennifer Bollerman
District Clerk: Debbie Bacon
Guests: Frank Mazzei, Patchogue-Medford School District
Ivan Carrasquillo, The Facilities Management Group
Jessica Oelcher, Head of Community Engagement

The meeting was called to order at 5:35 p.m.

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

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

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

- a. Minutes of the March 15, 2023 Board Meeting
- b. Treasurer's report
- c. Financial Report
- d. Budget Report
- e. Bills

The bills as listed in the Check Report dated March 31, 2023 (March Addendum) totaling \$324,893.35 from the General Fund, \$0 from the Capital Fund and \$6,664.80 from the Central Library Fund. The bills as listed in the Check Report dated April 12, 2023, (April Warrant) totaling \$480,577.67 from the General Fund, \$246,166.98 from the Capital Fund and \$9,564.14 from the Central Library Fund.

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

Frank Mazzei attended the meeting to update the Board on the Patchogue-Medford School District budget. Mr. Mazzei discussed district improvements, capital budgeting, and the upcoming school district vote.

Ivan Carrasquillo updated the Board on the progress of the Medford Library Branch including the installation of restroom partitions, fireplace stonework, painting, and mobilization of machinery to begin work on the parking lot.

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

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library certifies the results of the 2023-2024 Patchogue-Medford Library Budget Vote and Trustee Election as follows:

Proposition I – Patchogue-Medford Public Library Budget

Yes 305

No 72

Trustee - for a 5-year term ending June 30, 2028

Eleanor Ryder – 237 votes

Trustee – to complete vacated trustee position term ending June 30, 2027

Aida Aliceas – 113 votes

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

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library hereby approves the proposal from Leo and Khamila's Landscaping Corp at a cost not to exceed \$4,080.00.

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

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library hereby approves the proposal from Thermal Solutions for an HVAC maintenance agreement for the Carnegie Library for May 2023-April 2024 at a cost not to exceed \$1,885.00.

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

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library hereby approves the repair of the 2nd floor fire alarm and strobe light by Integrity Fire Solutions at a cost not to exceed \$1,400.00

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

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library hereby approves the proposal from Northstar to install a curtain in the front window area at a cost not to exceed \$2,650.78.

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

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library hereby approves the request of Jennifer Bollerman to attend the ALA annual conference in Chicago from June 24-29, 2023 at a cost not to exceed \$1,900.00.

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

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library hereby approves the early closure of the main library on Monday, June 12, 2023 at 5pm (or subsequent rain date) due to the Patchogue-Medford High School Prom on Main Street, and the early closure of both the main library and the Carnegie Library on June 29, July 13, 27, and August 10, (or subsequent rain date) due to the Alive After Five street festival on Main Street in Patchogue.

Danielle Paisley reviewed the paver art submissions with the Board. The Board has agreed to revisit the discussion at the May meeting.

Jessica Oelcher informed the Board that she has submitted her resignation. Ms. Oelcher's last day will be April 27, 2023.

Jennifer Bollerman informed the Board that she is focusing on staffing for the Medford Branch and the main library, including the hiring of clerks, pages, and guards. Ms. Bollerman discussed future programming for the Medford Branch and library hours.

The meeting was adjourned at 7:35 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Debbie Bacon".

Debbie Bacon