

May 30, 2023

A meeting of the Board of Trustees was held on May 17, 2023 at 5:30 p.m.

Attendance:	Trustees Present:	Mr. Trabold, Ms. Kennedy, Ms. Schiller, Ms. Aliceas
	Trustees Absent:	Ms. Ryder
	Director:	Danielle Paisley
	Assistant Director:	Jennifer Bollerman
	Library District Clerk:	Debbie Bacon
	Guests:	Ivan Carrasquillo, The Facilities Management Group Michael Vigliotta, Volz & Vigliotta

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

Ivan Carrasquillo updated the Board on the progress of the Medford Library Branch including installation of the condensing units, storm drainage rings, fire stopping around the ceiling pipes, light conduits, and office and meeting room aluminum and glass walls. In addition, the installation of the folding partition for the meeting room was completed and the elevator cab is functional. The concrete was poured for the basement stairs and plumbing work has been completed in the restrooms.

On a motion of Ms. Kennedy, seconded by Ms. Schiller, the Board entered into Executive Session with Michael Vigliotta, 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. Kennedy, seconded by Ms. Schiller, the following items included in the Consent Agenda were approved. (Unanimous)

- a. Minutes of the April 19, 2023 Board Meeting
- b. Treasurer's report
- c. Financial Report
- d. Budget Report
- e. Bills

The bills as listed in the Check Report dated April 30, 2023 (March Addendum) totaling \$43,290.38 from the General Fund, \$0 from the Capital Fund and \$3,319.75 from the Central Library Fund.  
The bills as listed in the Check Report dated May 10, 2023, (April Warrant) totaling \$385,642.70 from the General Fund, \$394,694.27 from the Capital Fund and \$11,677.15 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. Schiller, seconded by Ms. Kennedy, the Board approved the 2023-2024 Library Calendar.

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 ACH wire transaction of \$13,000 to PSEG to secure the easement agreement for property adjacent to the Medford Athletic Complex.

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 invoice from South Shore Abstract, Inc. for the recording of the easement agreement at a cost not to exceed \$870.00.

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 Baldessari and Coster for the annual audit for fiscal year ending June 30, 2023 at a cost not to exceed \$14,200.00.

On a motion of Ms. Kennedy, seconded by Ms. Ryder, the Board agreed to table the approval of the paver art design for the Medford Branch Library.

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 appoint the following persons as member of the Board of Registration for the fiscal year 2023-2024, at a fee of \$16 per hour and a stipend for meals be provided on the day of registration, if it occurs during the noon hour, of \$15.

**Barbara Ramirez      Juta Rohtla**

**AND BE IT FURTHER RESOLVED**, that the following persons are appointed as assistant clerks for fiscal year 2023-2024 at a fee of \$16 per hour and that a stipend for meals be provided on the day of the election of \$15 and that the Library District Clerk is authorized to fill vacancies as they occur on the Board of Registration.

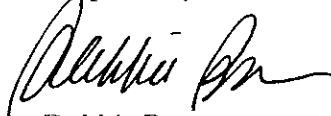
**Barbara Ramirez      John Ramirez**  
**Juta Rohtla            Margaret Safranek**

Jennifer Bollerman informed the Board of personnel changes, including ongoing hiring throughout all departments. Ms. Bollerman discussed the plan for the Collection Development team, the recent Community Conversation, and the allocating of funds from the CLSA budget.

Danielle Paisley discussed the front window design for the upcoming Pride Parade and Patchogue-Medford High School list of graduates.

The meeting was adjourned at 7:10 p.m.

Respectfully submitted,



Debbie Bacon