

July 26, 2023

A meeting of the Board of Trustees was held on July 26, 2023 at 5:30 p.m.

Attendance: Trustees Present: Mr. Trabold, Ms. Schiller, Ms. Aliceas, Ms. Kennedy, Ms. Ryder

Trustees Absent:

Director: Danielle Paisley

Assistant Director: Jennifer Bollerman

Guests: Ivan Carrasquillo, The Facilities Management Group

The meeting was called to order at 5:34 p.m.

Ivan Carrasquillo updated the Board on the progress of the Medford Library Branch. Approval came in from Suffolk County Department of Health to run water and gas to the building. We are now working to schedule the contractors to get the remainder of the work done.

Danielle Paisley opened the floor for nominations for officers for fiscal year 2023-2024. Ms. Kennedy nominated Harold Trabold to be President of the Board for the fiscal year 2023-2024. Ms. Ryder nominated Elizabeth Kennedy to be First Vice President of the Board for the fiscal year 2023-2024. Ms. Kennedy nominated Eleanor Ryder to be Second Vice President of the Board for the fiscal year 2023-2024. There being no further nominations, Harold Trabold was elected President, Elizabeth Kennedy was elected First Vice President, and Eleanor Ryder was elected Second Vice President for the fiscal year 2023-2024 by unanimous consent.

The Library Director administered the Oath of Office to the newly elected Officers and Trustees of the Board.

The President of the Board, Mr. Trabold, resumed office acting as the chairperson.

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 the Executive Session. (Unanimous).

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

- a. Minutes of the June 21, 2023 Regular meeting
- b. Treasurer's report

- c. Financial Report
- d. Budget Report
- e. Bills

The bills as listed in the Check Report dated June 30, 2023 (June Addendum) totaling \$432,665.21 from the General Fund, \$0 from the Capital Fund and \$5019.41 from the Central Library Fund. The bills as listed in the Check Report dated July 6, 2023, (July Warrant) totaling \$340,501.71 from the General Fund, \$156,218.00 from the Capital Fund and \$1762.76 from the Central Library Fund.

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

The Board conducted their Annual Review of the Financial Policy, Investment Policy, Procurement Policy, Code of Ethics and Trustees Bylaws, and on a motion of Ms. Kennedy, seconded by Ms. Schiller, the Board approved the policies, pending replacing the name of People's United Bank with M&T. (Unanimous)

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 authorizes the following persons as signatories on accounts opened and maintained in the name of the Patchogue-Medford Library:

Kathryn L. Hurney, Treasurer
Danielle Paisley, Director
Jennifer Bollerman, Assistant Director
Harold G. Trabold
Eleanor J. Ryder
Aida Aliceas
Elizabeth Kennedy
Bunnie Schiller

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

RESOLVED, that the Board of Trustees hereby approves the transfer of \$350,000 from the general fund to the central library fund for 2023-2024.

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

RESOLVED, that the Board of Trustees hereby approves the Central Library Budget for 2023-2024.

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 salary for guards for 2023-2024.

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

RESOLVED, that Debbie Bacon is appointed Library District Clerk and Toren Perkins is appointed Assistant Library District Clerk for fiscal year 2023-2024.

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

RESOLVED, that Katherine L. Hurney is appointed Library District Treasurer at a fee of \$415 per month for fiscal year 2023-2024.

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

RESOLVED, that the following banks are designated as depositories for the funds of the Patchogue-Medford Library for the fiscal year 2023-2024: M&T, maximum deposit not to exceed \$2,000,000.00; Webster Bank, maximum deposit not to exceed \$550,000; Dime Community Bank, maximum deposit not to exceed \$8,500,000.00.

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

RESOLVED, that the LI Advance is designated as the official newspaper of the Patchogue-Medford Library for the fiscal year 2023-2024.

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

RESOLVED, that the Board appoints the Joseph P. Price Agency as Insurance Broker for the Patchogue-Medford Library for the fiscal year 2023-2024.

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

RESOLVED, that the Board hereby appoints the Law Offices of Volz & Vigliotta as General and Personnel Counsel for the Patchogue-Medford Library for the fiscal year 2023-2024.

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

RESOLVED, the Board of Trustees of the Patchogue-Medford Library chooses to engage Rizzi, Schwarz & Taraskas accounting firm to audit all claims and make recommendations to the Board of Trustees regarding payment for the 2023-2024 fiscal year.

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

RESOLVED, the Board of Trustees of the Patchogue-Medford Library approves paying Just Sixties \$750 for a concert rendered in May.

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

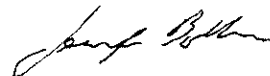
RESOLVED, the Board of Trustees of the Patchogue-Medford Library approves the paver design for the Medford Branch.

Jennifer Bollerman thanked the Board for sending her to the American Library Association Conference in Chicago. Her detailed report is in the packet. She mentioned the Our Epidemic of Loneliness and Isolation report put out by the Surgeon General, which makes specific recommendations for libraries. Her classwork at Stanford in applied compassion also tie into the recommendations.

Brian Schwartz updated the Board of the teen summer reading club. Promoting the club in the school libraries this year was successful. This year 438 teens registered. Last year's registration was 60. On average 30 kids are coming a day for summer lunches. New librarian Maggie Howe is working out well and is improving our presence on Instagram. She is also taking care of Battle of the Books. Mr. Schwartz discussed being liaison for the 12 Plus, Aces Kids group this year and to our Friends' group, who are currently planning for their 50th anniversary.

Meeting adjourned at 6:52.

Respectfully submitted,



Jennifer Bollerman