

October 2, 2023

A meeting of the Board of Trustees was held on September 20, 2023 at 5:30 p.m.

Attendance: Trustees Present: Mr. Trabold, Ms. Schiller, Ms. Ryder, Ms. Aliceas
Trustees Absent: Ms. Kennedy
Director: Danielle Paisley
Assistant Director: Jennifer Bollerman
Library District Clerk: Debbie Bacon
Guest Librarian: Lissetty Thomas
Guests: Ivan Carrasquillo, TFMG

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

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

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

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

- a. Minutes of the August 16, 2023 Meeting
- b. Treasurer's report
- c. Financial Report
- d. Budget Report
- e. Bills

The bills as listed in the Check Report dated August 31, 2023 (August Addendum) totaling \$342,872.20 from the General Fund, \$0.00 from the Capital Fund and \$1,342.44 from the Central Library Fund. The bills as listed in the Check Report dated September 13, 2023 (September Warrant) totaling \$334,218.74 from the General Fund, \$47,565.81 from the Capital Fund and \$4,629.00 from the Central Library Fund.

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

Ivan Carrasquillo provided photos of the Medford Branch site and informed the Board that the water line, hydrants, and sprinklers have been installed. In addition, shelving has been assembled and the patio has been completed. Mr. Carrasquillo also discussed the progress of handicap access to the building.

At a regularly scheduled meeting of the Board of Trustees of the Patchogue-Medford Library held in Patchogue, Suffolk County, New York, on the 20th day of September, 2023, a motion was made by Ms. Schiller and seconded by Ms. Ryder as follows:

WHEREAS, disciplinary charges of Misconduct and Incompetence have been filed and will be served against the employee named on the attached confidential list as "Employee A" (hereinafter referred to as "Subject Employee") pursuant to Section 75 of the Civil Service Law; it is

RESOLVED, that pending the hearing and determination of the disciplinary charges against the Subject Employee, said Employee shall be suspended without pay for a period of thirty (30) calendar days commencing September 21, 2023; and be it further

RESOLVED, that Theodore Sklar, Esq. be appointed as the Hearing Officer to conduct the hearing required by Civil Service Law § 75 and make a determination of the disciplinary charges against the Subject

Employee, and to make a recommendation thereafter to the Board of Trustees.

Harold Trabold VOTING yes

Eleanor Ryder VOTING yes

Aida Aliceas VOTING yes

Bunnie Schiller VOTING yes

The Resolution is hereby declared adopted.

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

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby approve the NYS DLD Construction Aid Grant application number 0386-24-0692 for the installation of security cameras, access points, and server at the Medford Branch Library.

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

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby approve the invoice from National Grid to install 100 ft of gas service at the Medford Library Branch location at a cost not to exceed \$3,229.00.

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

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby approve the estimate for reading room signage from Art Signs at a cost not to exceed \$1,028.00 plus shipping.

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

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby approve the proposal from Art Signs for the purchase and installation of an LED sign at a cost not to exceed \$1,325.00.

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

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby approve the conference request of Danielle Paisley and Krystal Brand to attend the NYLA Annual Conference in Saratoga Springs NY from Wednesday, November 1, 2023 through Saturday, November 4, 2023, at a cost not to exceed \$1,800.00 per person.

The Board discussed a possible internal mural project by local artist Cara Lynch who plans to apply for a grant from The Huntington Arts Council.

Jennifer Bollerman updated the Board on personnel changes, including shifting responsibilities to Building Manager when the Medford Branch opens. Ms. Bollerman discussed her role as presenter for a well-attended 6 hr. compassion workshop at SCLS and updated the Board about the progress of the Collection Development team.

Lissetty Thomas updated the Board on her position as Head of the Adult/CARES Department for the past year, including her staff's high morale and effective one-on-one meetings. Ms. Thomas mentioned the upcoming Hispanic Heritage parade and various back-to-school and ENL nights.

The meeting was adjourned at 7:20 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Debbie Bacon". The signature is written in black ink and is positioned above the printed name.

Debbie Bacon