

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

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

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

A group of approximately 20 individuals attended the meeting to offer their support of an employee.

Al Coster reviewed the highlights of the Patchogue-Medford Library Annual Audit for the Fiscal year ending June 30, 2023 and determined that all current processes are in order.

Ivan Carrasquillo updated the Board on the Medford Branch construction including the plumber's installation of RPZ and the completion of the sidewalks and parking lot.

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

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

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

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

The bills as listed in the Check Report dated November 30, 2023 (November Addendum) totaling \$826,652.34 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 December 13, 2023, (December Warrant) totaling \$460,772.64 from the General Fund, \$198,913.85 from the Capital Fund and \$8,778.68 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. Aliceas, the Board passed the following resolution. (Unanimous)

**RESOLVED**, that the Patchogue-Medford Library Board of Trustees hereby approves the Audit for the fiscal year ending June 30, 2023 as presented by Al Coster of Baldessari & Coster, LLP.

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

**RESOLVED**, that the Patchogue-Medford Library Board of Trustees hereby approves the invoice from SitOnIt Seating for the furniture in the Marjorie T Roe Reading Room at a cost not to exceed \$7,097.21.

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

**RESOLVED**, that the Patchogue-Medford Library Board of Trustees hereby approves the proposal of United States Bronze for a plaque for inside the lobby of the Medford building at a cost not to exceed \$2,875.00.

The meeting was adjourned at 7:22 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Debbie Bacon", written in black ink. The signature is fluid and extends to the right with a long tail.

Debbie Bacon