

A meeting of the Board of Trustees was held on November 15, 2023 at 5:30 p.m.

Attendance: Trustees Present: Mr. Trabold, Ms. Ryder, Ms. Kennedy, Ms. Aliceas
Trustees Absent: Ms. Schiller
Director: Danielle Paisley
Assistant Director: Jennifer Bollerman
Library District Clerk: Debbie Bacon
Guests: Ivan Carrisquillo, TFMG; Jessi Bouchelle, Head of Children's and Parents' Services

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. Kennedy, seconded by Ms. Ryder, the Board adjourned the Executive Session. (Unanimous).

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

- a. Minutes of the October 18, 2023 Meeting
- b. Treasurer's report
- c. Financial Report
- d. Budget Report
- e. Bills

The bills as listed in the Check Report dated October 31, 2023 (October Addendum) totaling \$535,763.62 from the General Fund, \$0.00 from the Capital Fund and \$1,333.64 from the Central Library Fund. The bills as listed in the Check Report dated November 9, 2023, (November Warrant) totaling \$310,020.22 from the General Fund, \$52,603.81 from the Capital Fund and \$3,995.92 from the Central Library Fund.

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

Ivan Carrasquillo updated the Board on the Medford Branch, including the backfilling of the trench and installation of the RCA base for the parking lot, along with prep work prior to paving. In addition, forms have been prepped for sidewalks and curbs. Mr. Carrasquillo informed the board that the pump was installed in the elevator pit and that the communication to the elevator is in progress. He also informed the Board that the pavers have been engraved on the patio, security cameras have been installed and that the backyard topsoil is ready for seeding.

On a motion of Ms. Ryder, seconded by Ms. Aliceas, the Board made a motion to approve the SCLS budget. (Unanimous)

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

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby approve the payment of the NY State Retirement bill, in the amount of \$503,390 to be paid by December 15, 2023 to take advantage of the prepayment discount.

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

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby approve the proposal of Art Signs in the amount of \$910 to install wall covering on the soffit and back wall of the new reading room.

On a motion of Ms. Kennedy, 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 Felt Right in the amount of \$3,447.99 to install sound dampening felt wall tiles in the Makerspace, Studio E, and Sensory Room.

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

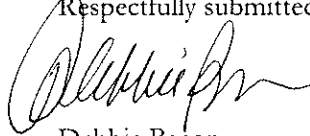
RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby approve the conference attendance of Laura Accardi, Michele Cayea, Karen McCahey, and Emily Spizzirri at Lib Learn X from January 19-22, 2024, in Baltimore, MD, at a cost not to exceed \$1,250 per person.

Jennifer Bollerman informed the Board of her completion of her program for Stanford and that she will present her work to four libraries in January. In addition, Ms. Bollerman discussed the most recent security guard meeting and Collection and Development Team meeting activities.

Jessi Bouchelle updated the Board of new developments in early childhood and praised employees Pia and Vanessa who have been a large support, including Pia's 'K and Beyond' which will also be available online. Ms. Bouchelle discussed a new platform for Mary's 'Read me into Kindergarten' program that will include 1,000 books to read together. Ms. Bouchelle is hoping to encourage parents' participation with Makerspace incentives. In addition, Ms. Bouchelle discussed Vanessa's 'Little Learners Literacy Lab' and that CAPS will soon have its own page on the website for early literacy/early childhood. Lastly, she discussed future podcasts and mentioned that the 'Importance of Play' proved to be the most downloaded podcast to date.

The meeting was adjourned at 7:02 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Debbie Bacon', written in a cursive style.

Debbie Bacon