

Patchogue-Medford Library
Board of Trustees
Wednesday, February 21, 2024
5:30 pm

Agenda

- I. Call to Order
- II. Executive session (if needed)
- III. Guest: Ivan Carrasquillo, TFMG, update on Medford Library
- IV. Consent Agenda
 - Motion to approve the Minutes of the January 17, 2024 meeting.
 - Motion to approve the Treasurer's report
 - Motion to approve the Financial Report
 - Motion to approve the Budget Report
 - Motion to approve the Bills
 - Motion to approve the Report of the Library Director (includes circulation reports, patron usage reports)
 - Motion to approve the Personnel Report
- V. Communications
 - a. Letter from Ms. McAward
 - b. Article in American Libraries
- VI. Old/Unfinished Business
 - a. Medford Library Project
 1. Relle—change order
RESOLVED, that the Board of Trustees of the Patchogue Medford Library hereby approve the change order from Relle to provide data wiring at the Medford Library building at a cost not to exceed \$17,462.41.
 2. WHM—change order
RESOLVED, that the Board of Trustees of the Patchogue Medford Library hereby approve the balance of “change order 2” from WHM to install gas line and header at the Medford Library building site at a cost not to exceed \$17,376.77.
- VII. New business
 - a. Budget (Discussion)
RESOLVED, that the board of trustees of the Patchogue Medford Library hereby approve the proposed operating budget for the fiscal year 2024-2025 for submittal to the voters on April 2, 2024.

b. State Report

RESOLVED, that the Patchogue-Medford Board of Trustees hereby approves the Patchogue Medford Library Annual report for Public and Association Libraries – 2023 for submittal to NY State Department of Education, Division of Library Development.

c. Updated Employee Handbook and Emergency Procedures—review, motion to approve.

- VIII. Update from Debbie Bacon
- IX. Update from Jennifer Bollerman
- X. Update from Michele Cayea
- XI. Adjournment