

Patchogue-Medford Library  
Board of Trustees  
Wednesday, April 17, 2024  
5:30 pm

Agenda

- I. Call to Order
- II. Executive session (personnel)
- III. Guest: Ivan Carrasquillo, The Facilities Management Group
- IV. Consent Agenda
  - Motion to approve the Minutes of the March 20, 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. Friends of the Library Annual Report
  - b. Patchogue Village notice of new business applications
- VI. Old/Unfinished Business
  - a. Cell Phone Policy update
  - b. Medford Library Project
    - 1. Proposal Fence Enclosure—Medford  
**RESOLVED**, that the Board of Trustees of the Patchogue Medford Library hereby approve the proposal of Amendola's Fence Co. to install a 7 foot fence enclosure around the AC Compressors at a cost not to exceed \$4,350.00.
    - 2. Furniture Medford  
**RESOLVED**, that the Board of Trustees of the Patchogue Medford Library hereby approve the proposal of AR Kropp for additional furniture at the Medford Branch Library at a cost not to exceed \$7,383.07.
    - 3. Shelving Medford  
**RESOLVED**, that the Board of Trustees of the Patchogue Medford Library hereby approve the proposal of Evans & Paul to install shelving behind the circulation desk at a cost not to exceed \$1,040.00.
    - 4. Wallcovering Medford  
**RESOLVED**, that the Board of Trustees of the Patchogue Medford Library hereby approve the proposal of JD Prohang to install wall coverings in the Library and Meeting room at a cost not to exceed \$2,850.00.
    - 5. Change order WHM  
**RESOLVED**, that the Board of Trustees of the Patchogue Medford Library hereby approve the change order from WHM to connect existing pipes to the street water connection at a cost not to exceed \$5,421.11.

6. Additional Irrigation sprinklers

**RESOLVED**, that the Board of Trustees of the Patchogue Medford Library hereby approve the proposal of Leo and Khamila's Landscaping Corp to install irrigation sprinklers behind the Library at a cost not to exceed \$4,640.00.

7. Recind Resolution for Electronix Burglar Alarm

**RESOLVED**, that the Board of Trustees of the Patchogue Medford Library hereby rescind the approval of the proposal of of Electronix for burglar alarm due to a change in equipment needed.

8. Burglar Alarm

**RESOLVED**, that the Board of Trustees of the Patchogue Medford Library hereby approve the proposal of Briscoe to install a burglar alarm at the Medford Branch Library at a cost not to exceed \$4,225.00.

VII. New business

A. Certification of vote results:

**RESOLVED**, that the Board of Trustees of the Patchogue-Medford Library certifies the results of the 2024-2025 Patchogue-Medford Library Budget Vote and Trustee Election as follows:

PROPOSITION I - Patchogue-Medford Public Library Budget

Yes 251 No 45

TRUSTEE: For a 5-year term ending June 30, 2029:

Harold Trabold, 265 votes

B. Landscaping contract—Carnegie Library

**RESOLVED**, that the Board of Trustees of the Patchogue-Medford Library hereby approves the proposal from Leo and Khamila's Landscaping Corp for landscaping services at the Carnegie Library for 2024 at a cost not to exceed \$4,080.00.

C. Thermal Solutions Contract—HVAC Carnegie

**RESOLVED**, that the Board of Trustees of the Patchogue-Medford Library hereby approves the proposal from Thermal Solutions for an HVAC maintenance agreement for the Carnegie Library for May 2024-April 2025 at a cost not to exceed \$1,930.00.

D. Main Library Repair: Elevator

**RESOLVED**, that the Board of Trustees of the Patchogue Medford Library hereby approve the emergency repair of the Main Library Elevator at a cost not to exceed \$6,427.81.

**RESOLVED**, that the Board of Trustees of the Patchogue Medford Library hereby approve the additional repair of the elevator including oil filtration service and purchase of a backup battery at a cost not to exceed \$4,490.41.

E. ALA Conference

**RESOLVED**, that the Board of Trustees of the Patchogue-Medford Library hereby approves the request of Lissetty Thomas, Jessi Bouchelle and Patricia Cruz to attend the ALA annual conference in San Diego, CA from June 27-July 2, 2024 at a cost not to exceed \$2,800.00 each.

F. Library Closures

**RESOLVED**, that the Board of Trustees of the Patchogue-Medford Library hereby approves the early closure of the Main Library on Monday, June 3, 2024 at 5 pm (OR subsequent rain dates: June 10 OR June 17) due to the Patchogue-Medford High School Prom on Main Street, and the early closure of both the Main Library and the Carnegie Library on June 27, July 11, 25, August 8, 2024 (or subsequent rain date of Aug 15) due to the Alive After Five street festival on Main Street in Patchogue.

G. Mural Proposal –discussion

H. Spacial planning for future projects—BBS proposal, discussion

VIII. Update from Jennifer Bollerman

IX. Other

X. Adjournment