

A meeting of the Board of Trustees was held on May 13, 2024 at 5:30 p.m.

Attendance: Trustees Present: Mr. Trabold, Ms. Schiller Ms. Ryder, Ms. Alicea
Trustees Absent: Ms. Kennedy
Director: Danielle Paisley
Assistant Director: Jennifer Bollerman
Guest: Ivan Carrasquillo, The Facilities Management Group
Laura Accardi, Library Promotions

The meeting was called to order at 5:40 p.m.

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

Ivan Carrasquillo updated the Board on the progress of the Medford Library Branch including a review of the project from its beginnings in April 2022 when excavation began, through the installation of internal systems and utility hook-ups, to the present. He emphasized the energy efficiency of the building, which includes 72 solar panels on the roof and a surge protection system. Outstanding issues include the elevator and the installation of the gas meter by National Grid. Both should be resolved shortly. The Certificate of Occupancy was submitted to the state. They will reach out through the school district to notify us of approval.

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

On a motion of Ms. Alicea, seconded by Ms. Ryder, the Board adjourned 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 April 17, 2024 Board Meeting
- b. Treasurer's report
- c. Financial Report
- d. Budget Report
- e. Bills

The bills as listed in the Check Report dated April 22, 2024 (April Addendum) totaling \$349,485.82 from the General Fund, \$2,850.00 from the Capital Fund and \$1,505.06 from the Central Library Fund. The bills as listed in the Check Report dated May 6, 2024, (May Warrant) totaling \$383,716.43 from the General Fund, \$7113.00 from the Capital Fund and \$7762.59 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. Alicea, seconded by Ms. Schiller, the Board approved the following resolution. (Unanimous)

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library hereby approves the 5 week leave of absence of specified employee due to extenuating circumstances.

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

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library hereby approves the proposal of CDW for the purchase of two servers off of state contract at a cost not to exceed \$24,082.79.

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

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library hereby approves the five year proposal of Island Elevator for a new lift contract for the Carnegie Library.

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

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library hereby approves the proposal from Baldessari and Coster for the annual audit for fiscal year ending June 30, 2024 at a cost not to exceed \$14,600.

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

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library appoint the following persons as members of the Board of Registration for the fiscal year 2024-2025, at a fee of \$16.50 per hour; and a stipend for meals be provided on the day of registration if it occurs during the noon hour of \$15 each.

Barbara Ramirez Juta Rohtla

AND BE IT FURTHER RESOLVED, that the following persons are appointed as assistant clerks for fiscal year 2024-2025 at a fee of \$16.50 per hour and that a stipend for meals be provided on the day of the election of \$15 each; and that the Library District Clerk is authorized to fill vacancies as they occur on the Board of Registration.

Barbara Ramirez John Ramirez Juta Rohtla Margaret Safranek

Jennifer Bollerman reported that she was working on obtaining requests for proposal for our claims auditing and will report back to the board at the June meeting. She has been working with the staff on Medford planning, including scheduling and collections, and working on duty statements and other planning pertaining to the Youth Services Department merger. She presented *Balancing Acts: Cultivating Compassion for Library Worker Wellness* at the Mid-Hudson Library System on May 2.

Laura Accardi spoke to the board about the details of the Medford Branch opening on June 11, 2024.

Danielle Paisley reminded the board that next month's board meeting had previously been scheduled for June 12, not the 3rd Wednesday which is a holiday. Regular meeting date of the board will be discussed during the annual bylaw review in July.

The meeting was adjourned at 7:38 p.m.

Respectfully submitted,



Jennifer Bollerman