

A meeting of the Board of Trustees was held on August 20, 2024 at 5:30 p.m.

Attendance: Trustees Present: Mr. Trabold, Ms. Kennedy, Ms. Ryder, Ms. Alicea
Trustees Absent: Ms. Schiller
Director: Danielle Paisley
Assistant Director: Jennifer Bollerman
Library District Clerk: Debbie Bacon

The meeting was called to order at 5:32 pm.

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

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

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

- a. Minutes of the July 16, 2024 Meeting
- b. Treasurer's report
- c. Financial Report
- d. Budget Report
- e. Bills

The bills as listed in the Check Report dated July 31, 2024 (July Addendum) totaling \$52,744.72 from the General Fund, \$0.00 from the Capital Fund and \$876.68 from the Central Library Fund. The bills as listed in the Check Report dated August 14, 2024 (August Warrant) totaling \$334,373.44 from the General Fund, \$8,025.00 from the Capital Fund and \$7,057.98 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. Kennedy, the Board approved the following resolution. (Unanimous)

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby approve the Sunday Rate for 2024-2025.

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 updated Meeting Room Policy and Rules of Use as approved by legal counsel.

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

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby approve the calendar for the Annual Library Budget Vote and Trustee Election for the fiscal year 2024-2025 as submitted by the Library District Clerk.

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 from Jonathan Sherman to uninstall and preserve the mural located in the stairwell at a cost not to exceed \$2,500.

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

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby approve the invoice of the HON company for furniture replacement and updates off of state contract at a cost not to exceed \$18,505.24.

Michele Cayea updated the Board on upcoming Community Engagement programming including Makerspace appointments. In addition, she discussed the role of the summer intern in the department.

Jennifer Bollerman updated the Board on her responsibilities as Branch Manager at the Medford Branch including a short trial of a public coffee machine. In addition, she mentioned that a door counter has been installed and that the branch receives approximately 225 people per day. Ms. Bollerman informed the Board that the Town of Brookhaven does not accept commercial recyclables so bins will be purchased for the branch and the Library will be responsible for disposal.

The meeting was adjourned at 6:28 p.m.

Respectfully submitted,

Debbie Bacon