

A virtual meeting of the Board of Trustees was held on December 17, 2024 at 5:30 p.m.

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

The meeting was called to order at 5:36 p.m.

Al Coster reviewed the highlights of the Patchogue-Medford Library Annual Audit for the Fiscal year ending June 30, 2024 and determined that all current processes are in order.

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

On a motion of Ms. Schiller, seconded by Ms. Ryder, the Board adjourned the 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 November 19, 2024 Regular Meeting
- b. Treasurer's report
- c. Financial Report
- d. Budget Report
- e. Bills

The bills as listed in the Check Report dated November 30, 2024 (November Addendum) totaling \$350,166.85 from the General Fund, \$0.00 from the Capital Fund and \$1,445.66 from the Central Library Fund. The bills as listed in the Check Report dated December 11, 2024, (December Warrant) totaling \$374,267.35 from the General Fund, \$1,530.00 from the Capital Fund and \$6,250.67 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. Kennedy, seconded by Ms. Schiller, the Board passed the following resolution. (Unanimous)

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby approves the Audit for the fiscal year ending June 30, 2024 as presented by Al Coster of Baldessari & Coster, LLP.

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

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby accepts the proposal from NorthStream for a projection set up and light show for Midnight on Main at a cost of \$3,006.25. Due to a verbal agreement with the Village of Patchogue, the cost to the Library is not to exceed \$1,503.25.

The Board discussed a bike-borrowing program proposal and had a brief discussion about the upcoming budget.

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

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby approve the ACH payments of employee annuity payroll deductions including TIAA-Cref, NYS Deferred Compensation, and Vanguard, to be reflected in the Library's Financial Policy.

Laura Accardi informed the Board that she is planning her retirement for February 2025. In addition, Ms. Accardi updated the Board on the success of the 'It's a Wonderful Life in Patchogue' festival.

Jennifer Bollerman updated the Board on her recent safety meeting with the Guards and informed the Board of the hiring of two new guards at the end of December. In addition, Ms. Bollerman discussed her presentation at Lindenhurst Library and a community meeting she attended at Mather Hospital. Ms. Bollerman said that she is working on more sustainable and green cleaning products for custodians to use and possibly working with a supplier that offers such products.

The meeting was adjourned at 7:33 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Debbie Bacon".

Debbie Bacon