

January 24, 2025

A meeting of the Board of Trustees was held on January 21, 2025 at 5:30 p.m.

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

The meeting was called to order at 5:30 p.m.

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

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

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

- a. Minutes of the December 17, 2025 Regular Meeting
- b. Treasurer's report
- c. Financial Report
- d. Budget Report
- e. Bills

The bills as listed in the Check Report dated December 31, 2024 (December Addendum) totaling \$377,509.52 from the General Fund, \$0.00 from the Capital Fund and \$1,513.63 from the Central Library Fund. The bills as listed in the Check Report dated January 15, 2025, (January Warrant) totaling \$1,166,751.02 from the General Fund, \$312,706.06 from the Capital Fund and \$3,849.07 from the Central Library Fund.

- f. Report of the Library Director (includes circulation reports, patron usage reports)
- g. Personnel Report

Danielle Paisley updated the Board on the Medford Branch, including the plumbing concerns that are being resolved through the contractor and architect. In addition, Ms. Paisley discussed potential projects for the main library including updating the local history room, reconfiguration of the main floor, solar panels for the roof and an electric upgrade.

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

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby approve the transfer of \$300,000 from the General Fund to the Capital Fund for facility improvement projects.

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

Vote Administration

- i. **RESOLVED**, that the “Notice of Special District Meeting of the Patchogue-Medford (Public) Library” is approved as submitted for publication in the L.I. Advance and The Brookhaven Messenger.
- ii. **RESOLVED**, that nominating petitions for the position of Library Trustee shall be available beginning February 4, 2025. Petitions shall be filed in the Office of the Library District Clerk not later than 5:30 p.m. on Monday, March 10, 2025.
- iii. **RESOLVED**, that as per Section 1501-c of the New York State Education Law, the Board of Trustees of the Patchogue-Medford Library hereby appoints Barbara Ramirez and Jutta Rohtla, Chairpersons of the Board of registration to attend the Medford Multicare Center for Living, 3115 Horseblock Road, Medford, NY 11763 not earlier than thirteen days before or later than the day before the annual vote for the purpose of distribution of absentee ballots to residents of the facility who have duly registered and requested absentee ballots for the Annual Budget Vote and Trustee Election of the Patchogue-Medford Library.

Danielle Paisley discussed the draft 2025-2026 budget including costs that are outpacing the 2% tax cap.

On a motion of Ms. Alicea seconded by Ms. Schiller, the Board passed the following resolution for the Medford Branch. (Unanimous)

RESOLVED, that the Board of Trustees of the Patchogue Medford Library hereby approve the service contract offered by Integrity Fire Solutions to monitor and inspect annually the fire alarm system at a cost not to exceed \$2,800.

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

RESOLVED, that the Board of Trustees of the Patchogue Medford Library hereby approve the conference attendance of Danielle Paisley, Debbie Bacon, Jennifer Bollerman, and Lissetty Thomas to attend Pre-Advocacy and Advocacy Day in Albany from Feb 4-5, 2025 at a cost not to exceed \$400 per person.

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

RESOLVED, that the Board of Trustees of the Patchogue Medford Library hereby approve the extended 8 weeks leave of absence for Tabitha Kirshey, in order to bond with her newborn child.

A member of the public, Richard Schwarz, discussed with the Board the importance of peer specialists through the mental health organization, Hands Across Long Island. He also expressed interest in a collaboration with the Library in order to help the community affected by mental health illness and homelessness.

Jennifer Bollerman informed the Board that she has returned to the main building from the Medford Branch and that training is ongoing for Patricia Cruz as the Medford Branch Manager. Ms. Bollerman also discussed the EDI and Collection Development Committees.

The Board acknowledged the exceptional work of Ms. Bollerman at the Medford Branch and thanked her for her efforts.

Debbie Bacon discussed with the Board the maturing of a CD at M&T Bank. The Board agreed to maintain a relationship with a new CD of \$25,000. In addition, the Board has agreed to enroll in a new NYMAX account with NYLAF for the balance of the matured CD plus interest earned.

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

Resolution of the Board of Trustees of the Patchogue-Medford Library, authorizing the execution and delivery of an amended and restated Municipal Cooperation Agreement and related documents by and among the several municipal corporations, school district, fire districts and/or boards of cooperative educational services to provide for the cooperative temporary investment of public funds.

WHEREAS, the Participant, pursuant to the provisions of the General Municipal Law and its investment policy, after due investigation, evaluation and deliberation, has determined that it is in the best interest of the Participant to invest a portion of its public funds on a cooperative basis pursuant to the terms of a Municipal Cooperation Agreement dated as of April 29, 2016 (the "Agreement") among the Red Hook Central School District, as Lead Agent, and various other municipal corporations, under the trade name "New York Liquid Asset Fund" ("NYLAF");

NOW, THEREFORE, be it resolved by the Governing Body (the "Finance Board") of the Participant, located in Suffolk County, State of New York, as follows:

Section 1. The terms, conditions and provisions of the Agreement attached hereto are hereby approved. The Director (the "Chief Fiscal Officer") of the Participant is hereby authorized to execute and deliver the Agreement, and the Chief Fiscal Officer is hereby authorized to affix the seal of the Participant thereto and attest such seal. The Chief Fiscal Officer is hereby authorized to from time to time effect and consent to such changes to the Agreement in the form attached hereto as may be necessary or convenient in order to further carry out the purposes of the Agreement or to clarify or correct the terms thereof. The Chief Fiscal Officer is hereby authorized to delegate the foregoing duties to his or her designees as authorized by the Law (as that term is defined in the Agreement), which designee is an authorized employee officer of the Participant. Upon the execution in full and delivery of the Agreement, the Participant shall become a Participant, as that term is defined in the Agreement.

Section 2. Notwithstanding any term or provision of the Agreement to the contrary, the Participant may withdraw from the Agreement at any time upon thirty (30) days written notice to the Governing Board of NYLAF by the Chief Fiscal Officer and thereafter the Participant shall cease to have any rights or obligations under the Agreement.

Section 3. This resolution shall be effective immediately upon its due adoption by the Finance Board.

The meeting was adjourned at 7:05 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Debbie Bacon", written in dark ink.

Debbie Bacon