

A meeting of the Board of Trustees was held on March 18, 2025 at 5:30 p.m.

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

The meeting was called to order at 5:32 p.m.

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. Schiller, 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 February 25, 2025 Board Meeting
- b. Treasurer's report
- c. Financial Report
- d. Budget Report
- e. Bills

The bills as listed in the Check Report dated February 28, 2025, (February Addendum) totaling \$240,030.50 from the General Fund, \$0.00 from the Capital Fund and \$0.00 from the Central Library Fund. The bills as listed in the Check Report dated March 13, 2025, (March Warrant) totaling \$489,358.89 from the General Fund, \$0.00 from the Capital Fund and \$8,843.36 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. Schiller, seconded by Ms. Ryder, the Board approved the following resolution. (Unanimous)

RESOLVED, that the proposal of Hartcorn Plumbing & Heating, Inc. to replace the dry system alarm valve actuator and adjust the air pressure to the correct setting at a cost not to exceed \$1,450.00.

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

RESOLVED, that the Patchogue-Medford Library Board of Trustees hereby accepts the results of the bid for a cleaning company from February 27, 2025 in which Strikeforce, Inc. was the lowest bidder at a cost of \$3,100.00 per month.

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 approves the request for Michele Cayea to attend the NYLA Library Advocacy Conference, Spring on the Hill, in Albany, NY from 5/19/25 to 5/21/25 at a cost not to exceed \$1,200.00.

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 approves the updates to the financial policy as noted.

Brian Schwartz, Public Services Department Head, updated the Board on Team V (Vibes) and discussed how the team analyzes various age groups to attract new young adults to the library. Programming includes trivia nights, game nights, and nostalgia nights at venues outside the library such as The Social, Betterman's, and Rise and Grind. Patron comments about the programming have been positive.

Jennifer Bollerman updated the Board that de-escalation training has been sent to staff and that the feedback has been positive thus far. Ms. Bollerman discussed her continuing Reaching for Resilience program for staff, which begins with meditation and discusses digital detox and boundaries; she also mentioned the Collection Development Team. In addition, Ms. Bollerman has completed the Green Cleaning policy for the Medford Branch.

The meeting was adjourned at 7:03 p.m.

Respectfully submitted,

A handwritten signature in cursive script, reading "Debbie Bacon", written in dark ink.

Debbie Bacon