

Patchogue-Medford Library
Board of Trustees
Tuesday, April 15, 2025
5:30 pm

Agenda

- I. Call to Order
- II. Executive session (personnel)
- III. Consent Agenda
 - Motion to approve the Minutes of the March 18, 2025 meeting
 - Motion to approve the Treasurer's report
 - Motion to approve the Financial Report
 - Motion to approve the Budget Report
 - Motion to approve the Bills
 - Motion to approve the Report of the Library Director
(includes circulation reports, patron usage reports)
 - Motion to approve the Personnel Report

- IV. Communications
 - a. Friends of the Library Annual Report

- V. Old/Unfinished Business
 - a. Medford Library Project

- VI. New business

- A. Certification of vote results:

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library certifies the results of the 2025-2026 Patchogue-Medford Library Budget Vote and Trustee Election as follows:

PROPOSITION I - Patchogue-Medford Public Library Budget

Yes 349 No 53

TRUSTEE: For a 5-year term ending June 30, 2030:

Elizabeth "Betsy" Kennedy, 273 votes

- B. Landscaping contract—Carnegie Library

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library hereby approves the proposal from Leo and Khamila's Landscaping Corp for landscaping services at the Carnegie Library for 2025 at a cost not to exceed \$4,080.00.

- C. Thermal Solutions Contract—HVAC Carnegie

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library hereby approves the proposal from Thermal Solutions for an HVAC maintenance agreement for the Carnegie Library for May 2025-April 2026 at a cost not to exceed \$1,960.00.

D. Carnegie Library Lift Repair

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library hereby approves the proposal from Island Elevator to replace parts on the Lift at the Carnegie Library at a cost not to exceed \$1,360.00

E. Monthly Reporting Audit

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library hereby approves the proposal from Cullen & Danowski, LLP, Certified Public Accountants for monthly auditing of the Library's procurement and cash disbursement process in which they will make recommendations to the Board of Trustees and Director for any improvements and approvals for the period of July 1, 2025-June 30, 2026 at a cost of \$130 dollars per hour.

F. ALA Conference

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library hereby approves the request of Jessi Bouchelle and Jennifer Bollerman to attend the ALA annual conference in Philadelphia, PA from June 27-July 2, 2025 at a cost not to exceed \$1800.00 each.

G. Library Closures

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library hereby approves the early closure of the Main Library and Carnegie Library on Monday, June 2, 2025 at 5 pm (OR subsequent rain dates: June 9 OR June 16) due to the Patchogue-Medford High School Prom on Main Street, and the early closure of both the Main Library and the Carnegie Library on June 26, July 10, 31, August 14, 2025 (or subsequent rain date of Aug 21, 2025) due to the Alive After Five street festival on Main Street in Patchogue.

VII. Update from Evan Gape, IT Department Head

VIII. Update from Jennifer Bollerman

IX. Other

X. Adjournment