

A meeting of the Board of Trustees was held on May 20, 2025 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
	District Clerk:	Debbie Bacon
	Guest:	Joyce Thompson, Head of Youth Services Department

The meeting was called to order at 5:30 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. Alicea, the Board adjourned 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 April 15, 2025 Board Meeting
- b. Treasurer's report
- c. Financial Report
- d. Budget Report
- e. Bills

The bills as listed in the Check Report dated April 30, 2025 (April Addendum) totaling \$205,818.77 from the General Fund, \$0 from the Capital Fund and \$1,522.80 from the Central Library Fund. The bills as listed in the Check Report dated May 14, 2025, (May Warrant) totaling \$430,957.09 from the General Fund, \$5,262.50 from the Capital Fund and \$7,204.29 from the Central Library Fund.

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

The Board was updated on the Medford Branch including the completion of the plumbing project and the possibility of installing art railings in some of its public spaces.

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

**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

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

**RESOLVED**, that the Board of Trustees of the Patchogue-Medford Library hereby approves the 2<sup>nd</sup> Amendment to the Medford Branch lease agreement.

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

**RESOLVED**, that the Board of Trustees of the Patchogue-Medford Library hereby approves the proposal of The Facilities Management Group for 2025-2026 Capital Improvement Projects at the main and the Medford Branch of the Patchogue-Medford Library.

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

**RESOLVED**, that the Board of Trustees of the Patchogue-Medford Library hereby approves the proposal from Hartcorn Plumbing & Heating Inc. to perform a quarterly fire sprinkler inspection at the Medford Branch, at a cost not to exceed \$2,000 per year.

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

**RESOLVED**, that the Board of Trustees of the Patchogue-Medford Library wishes to invest portions of its available investment funds in cooperation with other corporations and/or districts pursuant to the NYCLASS Municipal Cooperation Agreement amended and restated as of August 1, 2023; whereas the Patchogue-Medford Library wishes to satisfy the safety and liquidity needs of their funds; now, therefore, it is hereby resolved as follows that Danielle Paisley, Director, of Patchogue-Medford Library is hereby authorized to participate in the NYCLASS program under the terms of the NYCLASS Municipal Cooperation Agreement amended and restated as of August 1, 2023.

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

**RESOLVED**, that the Board of Trustees of the Patchogue-Medford Library appoint the following persons as members of the Board of Registration for the fiscal year 2025-2026, at a fee of \$16.50 per hour; and a stipend for meals be provided on the day of registration if it occurs during the noon hour of \$15 each.

Juta Rohtla                      Barbara Ramirez

**AND BE IT FURTHER RESOLVED**, that the following persons are appointed as assistant clerks for fiscal year 2025-2026 at a fee of \$16.50 per hour and that a stipend for meals be provided on the day of the election of \$15 each; and that the Library District Clerk is authorized to fill vacancies as they occur on the Board of Registration.

Juta Rohtla                      Barbara Ramirez

Jennifer Bollerman informed the Board that two new guards have recently been hired and will receive training. In addition, Ms. Bollerman reported that Team E will present Bystander Microaggression Training at the all-staff meeting on May 22, 2025. Ms. Bollerman continues to present compassion workshops and was recently invited to South Huntington Library. She also attended a meeting with Suffolk County adult services department heads to discuss central library services; a survey about the findings will follow.

Danielle Paisley informed the Board that she will create a rental agreement for the use of the Carnegie building. In addition, Ms. Paisley will share the Green Cleaning policy developed by Ms. Bollerman, for review at the next board meeting.

Joyce Thompson discussed with the Board her position as Department Head and Outreach Coordinator of the Youth Services Department, including over 100 outreach programs since the beginning of the school year as well as in-house field trips. She also shared some statistics to illustrate the increase in outreach and engagement of Youth Services staff to the community. Ms. Thompson recently facilitated a life skills trip for special needs students at the Carnegie Library. In addition, Ms. Thompson is looking for ways to restructure summer reading club visits at schools in the district.

The meeting was adjourned at 6:35 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Debbie Bacon". The ink is dark and the signature is fluid.

Debbie Bacon