

June 24, 2025

A meeting of the Board of Trustees was held on June 17, 2025 at 5:30 p.m.

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

The meeting was called to order at 5:34 p.m.

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

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

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

- a. Minutes of the May 20, 2025 Board Meeting
- b. Treasurer's report
- c. Financial Report
- d. Budget Report
- e. Bills

The bills as listed in the Check Report dated May 31, 2025 (May Addendum) totaling \$248,989.62 from the General Fund, \$0 from the Capital Fund and \$25.30 from the Central Library Fund.

The bills as listed in the Check Report dated June 11, 2025, (June Warrant) totaling \$385,390.16 from the General Fund, \$6,442.31 from the Capital Fund and \$112,175.67 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. Alicea, seconded by Ms. Kennedy, the Board approved the following resolution. (Unanimous)

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 Main Library for July 2025-June 2026 at a cost not to exceed \$8,385.00.

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

RESOLVED, that the Board of Trustees of the Patchogue Medford Library hereby approves the proposal from Baldessari & Coster, LLP to perform the annual audit for the Patchogue-Medford Library at a cost not to exceed \$14,800.

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

RESOLVED that the President of the Board of Trustees of the Patchogue-Medford Library is authorized to execute salary agreements with Jordan Merring, Toren Perkins, Jennifer Bollerman, Danielle Paisley, Debbie Bacon, Kimberly Albee, and Guards for 2025-2026.

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 Volz & Vigliotta to serve as legal counsel for the Patchogue Medford Library for the fiscal year of 2025-2026 at a retainer fee of \$14,000.

On a motion of Ms. Kennedy, seconded by Ms. Alicea, the Board approved the Green Cleaning Policy.

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

RESOLVED, that the Board of Trustees of the Patchogue Medford Library approves the design and contract of the Mural project for 2025-2026 in conjunction with Patchogue Arts Council.

On a motion of Ms. Schiller, seconded by Ms. Kennedy, the Board approved the 2025-2026 library calendar with one change to the February board meeting of February 24, 2026.

Debbie Bacon updated the Board on the recent preliminary audit, interest earned from the NYLAF account, and a successful Equitable financial meeting for staff that participate in the annuity. Ms. Bacon also discussed future financial options and personnel changes.

Jennifer Bollerman discussed a recent Active Shooter training session she attended and the goals of Team E, including new signage in the library, future civic programming, services for the hearing/speech impaired and a homeless simulation. Ms. Bollerman mentioned that FREE (Family Residences and Essential Enterprises, Inc.) may be scheduled for a staff event. In addition, Ms. Bollerman informed the Board that she will discuss the results of a central library survey at the next board meeting.

Patricia Cruz, Medford Branch Manager since January 2025, discussed with the Board her role and responsibilities at the Medford Branch and community, including attending the Medford Memorial Day Parade, Medford Chamber of Commerce meetings, and the scheduled patio dances at the Medford Branch, scheduled for the next three months.

The meeting was adjourned at 7:20 p.m.

Respectfully submitted,

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

Debbie Bacon