

Patchogue-Medford Library  
Board of Trustees  
Tuesday, August 19, 2025  
5:30 pm

Agenda

- I. Call to Order
- II. Executive session (if needed)
- III. Consent Agenda
  - Motion to approve the Minutes of the July 15, 2025 Reorganization 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. Medford Fire Department
  - b. Patron feedback
- V. Old/Unfinished Business
- VI. New business
  - a. Sunday Rate
  - b. Library Budget Vote Calendar

**RESOLVED**, that the Board of Trustees of the Patchogue-Medford Library hereby approve the calendar for the Annual Library Budget Vote and Trustee Election 2025 as submitted by the Library District Clerk.

- c. BBS Site Plan – Discussion
- d. Sink Installation at Carnegie

**RESOLVED**, that the Board of Trustees of the Patchogue-Medford Library hereby approve the proposal of Patera Contracting LLC to add sink and cabinets to the alcove in the Carnegie Library at a cost not to exceed \$15,611.25.

- e. Fire sprinkler work—Carnegie

**RESOLVED**, that the Board of Trustees of the Patchogue Medford Library hereby approve the proposal of Integrity Fire Solutions Inc. to repair several items in the fire sprinkler system at Carnegie at a cost not to exceed \$3,950.00.

f. Meeting Room Partition Repair

**RESOLVED**, that the Board of Trustees of the Patchogue Medford Library hereby approve the proposal of Gym Door Repairs, Inc. to remove, repair and replace and adjust all necessary mechanisms in the partition wall at a cost not to exceed \$9,402.12.

g. Worker's Comp Review

**RESOLVED**, that the Board of Trustees of the Patchogue Medford Library hereby approve the proposal of RPF Associates, OSHA, Safety and DOT Consultants to provide a workplace safety assessment in accordance with Code rule #59 by the NY State Workers Compensation Rating Board at a cost not to exceed \$1,750.00.

h. Carnegie Floor Refinishing—Discussion

i. Stony Brook Healthy Libraries Program

**RESOLVED**, that the Board of Trustees of the Patchogue Medford Library hereby approve the Library Director to enter into a contract with the State University of New York at Stony Brook in partnership with their public health, school of nursing, school of social welfare, school of health professions and health science library to provide free programming and services to the Patchogue Medford Community through a regulated internship program.

j. Conference Request

**RESOLVED**, that the Board of Trustees of the Patchogue-Medford Library hereby approve the conference request of Danielle Paisley and Lissetty Thomas to attend the NYLA Annual Conference in Syracuse, NY from November 5 through November 8, 2025 at a cost not to exceed \$1,800.00 per person.

k. Annual Review of the Makerspace and Studio E Policy. (motion to approve pending any suggested updates).

VII. Update from Michele Cayea

VIII. Update from Jennifer Bollerman

IX. Period of Public Comment

X. Adjournment