

Patchogue-Medford Library
Board of Trustees
Tuesday, December 23, 2025
5:30 pm

Agenda

I. Call to Order

II. Executive session (personnel)

III. Consent Agenda

Motion to approve the Minutes of the November 18, 2025 regular 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. US Representative Andrew Garbarino
- b. Utica National Insurance Group
- c. Carnegie Foundation

V. Old/Unfinished Business

a. Carnegie Floor refinishing

RESOLVED, that the Board of Trustees of the Patchogue Medford Library hereby accepts the proposal of Island Movers to remove items from the main floor to the storage unit and back to the main floor of the Carnegie building at a cost not to exceed \$988.00

VI. New business

a. Meeting Room Partition repair

RESOLVED, that the Board of Trustees of the Patchogue Medford Library approve the proposal from Gym doors, Inc to repair four additional panels and fabricate parts as needed at a cost not to exceed \$5570.00.

b. Circulation area carpet

RESOLVED, that the Board of Trustees of the Patchogue Medford Library approves the additional \$611.20 charge for replacement carpet due to an error in calculation of the amount of carpet tiles needed, for a total not to exceed \$2571.95.

c. New Safety Manual, merged with Employee Handbook

RESOLVED, that the Board of Trustees of the Patchogue Medford Library approves the updated Employee Manual and Safety Management Plan

d. New quiet/group study space

RESOLVED, that the Board of Trustees of the Patchogue Medford Library hereby approve the proposal of KI Walls and AR Kropp for the fabrication and installation of meeting room walls to be used on the main floor at a cost not to exceed \$ 26,998.86.

e. Budget—brief discussion

VII. Update from Evan Gape

VIII. Update from Jennifer Bollerman

IX. Other

X. Adjournment