

Patchogue-Medford Library  
Board of Trustees  
Wednesday, March 24, 2026  
5:30 pm

Agenda

- I. Call to Order
- II. Executive session (personnel)
- III. Consent Agenda
  - Motion to approve the Minutes of the February 24, 2026 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. [Carnegie Foundation](#)
  - b. Email from Matthew Hanley, Director of Secondary Humanities at PMSD
  - c. Request from newly formed Patchogue Roundtable in honor of the 250<sup>th</sup> Anniversary
  - d. Brookhaven Youth Bureau
  - e. DAR invitations
- V. Old/Unfinished Business
  - a. State Report in progress
- VI. New business
  - a. Firewall project discussion—guest, Evan Gape, Network Systems Administrator  
Meraki250 information included
  - b. Dark Fiber Contract  
**RESOLVED**, that the Board of Trustees of the Patchogue Medford Library hereby approve the proposed contract for “X” years for Dark Fiber service for the Carnegie Branch Library and Medford Branch Library from Crown Castle as bid and negotiated through SCLS.
  - b. Generator Project
    1. Resolution to commit funds to this project  
**RESOLVED**, that the Board of Trustees of the Patchogue Medford Library hereby commit \$950,000 for the installation of a roof mounted emergency generator tied into the existing electrical distribution system.
    2. SEQRA resolution  
**WHEREAS**, the Patchogue Medford Library is contemplating the following project for the 2026-2027 fiscal year: Integration of an emergency generator tied to an existing electrical distribution system

**Now, therefore,** be it resolved, that the Patchogue Medford Library is hereby designated as a “lead agency” under the State Environmental Quality Review Act (SEQRA), pursuant to New York State Education Guidelines dated August 2001; and

**Be it Resolved,** that upon recommendation of the Library’s facility consultants, the Library Board of Trustees hereby determines that the above referenced projects are actions subject to SEQRA; and

**Be it Further Resolved,** that upon recommendation of the Library’s facility consultants, the Library Board of Trustees hereby determines that the above referenced capital improvement projects are renovation and improvement projects listed under the SEQRA Regulations as Type II Actions, which, by definition, do not have a significant impact on the environment; and

**Be it Further Resolved,** that the Board of Trustees of the Patchogue Medford Library hereby direct the Library Director to forward a certified copy of this resolution to the New York State Education Department.

c. Hall of Fame ribbon cutting—check calendars

d. FMLA and Circulation Policy updates

1. R.E.A.D. program with Sheriff’s office

**RESOLVED,** that the Board of Trustees of the Patchogue Medford Library hereby approve the updates to the FMLA and circulation policies as noted.

e. Stairwell mural extension

1. Approval to work with Cara Lynch to finish area

**RESOLVED,** that the Board of Trustees of the Patchogue Medford Library hereby approve the proposal of Cara Lynch to finish mural at cost not to exceed \$2995.

2. Discussion of floor work needed

f. BBS design proposal--discussion

**RESOLVED,** that the Board of Trustees of the Patchogue Medford Library hereby approve the proposal of BBS to provide design structure for the future of the Library.

VII. Update from Jess Moore

VIII. Update from Jennifer Bollerman

IX. Other

X. Adjournment