

Board of Trustees Meeting Minutes

Organization: Patchogue-Medford Library

Meeting Date: May 19, 2026

Time: 5:30 p.m.

Location: Main Library

1. Call to Order

The meeting of the Board of Trustees was called to order at 5:31 p.m.

2. Attendance

2.1 Trustees Present

- Mr. Trabold
- Ms. Kennedy
- Ms. Schiller
- Ms. Ryder
- Ms. Alicea

2.2 Trustees Absent

2.3 Administration and Staff Present

- Danielle Paisley, Director
- Jennifer Bollerman, Assistant Director
- Lissetty Thomas, Adult Services Department Head

2.4 Guests Present

- Michael Vigliotta, Volz & Vigliotta

3. Executive Session

Motion to Enter Executive Session: On a motion of Ms. Ryder, seconded by Ms. Alicea, the Board entered Executive Session. Vote: Unanimous.

Motion to Adjourn Executive Session: On a motion of Ms. Schiller, seconded by Ms. Alicea, the Board adjourned Executive Session. Vote: Unanimous.

4. Consent Agenda

Motion to Approve Consent Agenda: On a motion of Ms. Kennedy, seconded by Ms. Schiller, the Consent Agenda was approved. Vote: Unanimous.

4.1 Consent Agenda Items Approved

- Minutes of the April 21, 2026 Regular Meeting
- Treasurer's Report
- Financial Report
- Budget Report
- Report of the Library Director
- Personnel Report
- Bills as Listed

4.1.1 Check Report – April 31, 2026 (April Addendum)

- General Fund: \$274,353.28
- Capital Fund: \$0.00
- Central Library Fund: \$1,287.10

4.1.2 Check Report – May 1, 2026 (May Warrant)

- General Fund: \$419,628.67
- Capital Fund: \$326.59
- Central Library Fund: \$2,586.46

5. Communications

Article in the Brookhaven Messenger, sent in by patron

6. Old/Unfinished Business

None.

7. New Business

7.1 Resolutions and Motions

On a motion of Ms. Ryder, seconded by Ms. Schiller, the following resolution was passed. Vote: Unanimous.

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library hereby approves the library's annual calendar listing of holiday closures and dates for 2026-2027.

On a motion of Ms. Kennedy, seconded by Ms. Schiller, the following resolution was passed. Vote: Unanimous.

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library hereby approves the proposal from Leo and Khamila Landscaping, Inc. for one time weeding, mulching and clean up at a cost not to exceed \$2,455.00, along with weekly mowing for the season at a cost not to exceed \$120.00 per mow.

On a motion of Ms. Ryder, seconded by Ms. Kennedy, the following resolution was passed. Vote: Unanimous.

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library hereby approves the design and contract of the Mural project for 2026-2027 in conjunction with Patchogue Arts Council.

On a motion of Ms. Alicea, seconded by Ms. Ryder, the following resolution was passed. Vote: 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 for a cost not to exceed \$15,250.00.

On a motion of Ms. Ryder, seconded by Ms. Kennedy, the following resolution was passed. Vote: Unanimous.

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library hereby approves the proposal from Gatto Plastering to repair the east wall due to an accident at a cost not to exceed \$1,400.00. We expect to be reimbursed by the driver's insurance for this fee.

On a motion of Ms. Kennedy, seconded by Ms. Alicea, the following resolution was passed. Vote: Unanimous.

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library hereby approves the proposal from Patera Contracting LLC to replace the water heater and fix plumbing valve issues at a cost not to exceed \$2,100.00.

On a motion of Ms. Ryder, seconded by Ms. Kennedy, the following resolution was passed. Vote: Unanimous.

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library hereby approves the quote from CSDNET for sonicwall advanced protection service for one year at a cost not to exceed \$2,286.14.

On a motion of Ms. Schiller, seconded by Ms. Kennedy, the following resolution was passed. Vote: Unanimous.

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library hereby approves the updated Meeting Room Policy and Confidentiality and Law Enforcement Inquiry Policy.

On a motion of Ms. Alicea seconded by Ms. Schiller, the following resolution was passed. Vote: Unanimous.

RESOLVED, that the Board of Trustees of the Patchogue-Medford Library hereby determines to terminate employee A from their position as a probationary Library Assistant, effective May 22, 2026.

8. Adult Services Department Head Report

- Library marched and drove the van in the Hispanic Parade this past Sunday.
- A citizenship ceremony is planned Thursday June 4 at 6:30 to celebrate our 13 class graduates. Four officials will be attending.
- The first Battle of the Books for adults is coming and additional new programs this summer.
- Lisetty is being honored at the SEPA Mujer Awards Annual Gala for her community service.

9. Assistant Director's Report

- Policy of the Month campaign was implemented with Safety and Wellness Committee.
- Working on updating our CMMS (computerized maintenance management system).
- The Career Online High School service is being sunsetted, as the online school district does not meet enrollment requirements for New York State. We have had 44 graduates since 2017.

10. Adjournment

The meeting was adjourned at 7:02 p.m.

Respectfully submitted,



Jennifer Bollerman
Assistant Director