

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE
COMSEWOGUE PUBLIC LIBRARY, PORT JEFFERSON STATION, NEW YORK
HELD AT THE LIBRARY ON
SEPTEMBER 20, 2016

President Meyer called the meeting to order at 6:00 P.M.

PRESENT: Trustee DeStefano
Trustee McCrary
Trustee Meyer
Trustee Spence
Trustee Wendol
Director Engelhardt

ABSENT WITH NOTIFICATION:

President Meyer conducted the Pledge of Allegiance.

MOTION by Trustee Spence, seconded by Trustee McCrary, to approve the minutes of the regular meeting held on August 16, 2016. Discussion followed. Approved unanimously.

There was no correspondence for the Library Board.

The Director presented her monthly report.

MOTION by Trustee DeStefano, seconded by Trustee Meyer, to accept the Director's Report dated September 2016. Discussion followed. Approved unanimously.

MOTION by Trustee Spence, seconded by Trustee Wendol, to accept the Personnel Report dated September 20, 2016. Discussion followed. Approved unanimously.

Trustee Wendol reported that he attended the September 7th meeting of the Suffolk Cooperative Library System (SCLS) Board of Trustees which was held at Longwood Public Library. The draft SCLS 2017 Budget was presented that evening, as well as several member library updates. Trustee Wendol attended the 30th Annual Suffolk Libraries Legislative Breakfast on September 16th at Longwood Public Library, which has been awarded the 2016 NYLA Public Libraries Building Award.

There were no questions or statements from the public.

MOTION by Trustee Spence, seconded by Trustee DeStefano, to accept the Revised Financial Reports for the period ending June 30, 2016, as prepared by the Library District Treasurer. Discussion followed. Approved unanimously.

MOTION by Trustee Wendol, seconded by Trustee Spence, to accept the Financial Reports for the period ending July 31, 2016, as prepared by the Library District Treasurer. Discussion followed. Approved unanimously.

MOTION by Trustee Spence, seconded by Trustee Meyer, to approve warrant 9/16/1, dated September 20, 2016, in the amount of \$162,840.90. Discussion followed. Approved unanimously.

MOTION by Trustee DeStefano, seconded by Trustee McCrary, to accept the payroll and payroll warrants for August 25, 2016 (\$107,048.65) and September 8, 2016 (\$115,895.58). Discussion followed. Approved unanimously.

There were no reports from standing committees.

MOTION by Trustee Wendol, seconded by Trustee Meyer, to award, based on the recommendation of Architect John Tanzi, the Masonry Sealing at South Wall contract for the Base Bid amount of \$9,500 along with the Add Alternate #1 amount of \$5,700, for a total contract amount of \$15,200, to Roebell Painters Company, Inc. Said project to be completed using funds designated for Capital Improvements. Discussion followed. Approved unanimously.

MOTION by Trustee Meyer, seconded by Trustee DeStefano, to approve the revisions to the Comsewogue Public Library Employee Dress Policy. Discussion followed. Approved unanimously.

MOTION by Trustee McCrary, seconded by Trustee Wendol, to approve the resignations of Carli Heming (effective August 18, 2016), April Brazill (effective August 29, 2016) and Michelle Rottkamp (effective August 26, 2016) with thanks for services rendered. Discussion followed. Approved unanimously.

MOTION by Trustee Wendol, seconded by Trustee McCrary, to approve the Comsewogue Public Library Employee Identification Tag Policy. Discussion followed. Approved unanimously.

The Library Board reviewed the dates of upcoming regular board meetings and schedule of Audit of Claims by Trustee.

There were no questions or statements from the public.

MOTION by Trustee Spence, seconded by Trustee Wendol, to adjourn the meeting at 6:37 P.M. Approved unanimously.



Secretary, Board of Trustees