

MINUTES OF THE BUDGET INFORMATION HEARING  
OF THE  
COMSEWOGUE PUBLIC LIBRARY, PORT JEFFERSON STATION, NEW YORK  
HELD AT THE LIBRARY ON  
MARCH 27, 2018

President Spence called the meeting to order at 6:02 P.M.

PRESENT: Trustee DeStefano  
Trustee Rossini  
Trustee Spence  
Director Engelhardt

ABSENT WITH NOTIFICATION:  
Trustee McCrary  
Trustee Wendol

ALSO PRESENT: John Tanzi, Architect, and John Driscoll, Enviroscience

President Spence conducted the Pledge of Allegiance.

Library Director Engelhardt presented the 2018-2019 proposed budget.

There were no questions or statements from the public.

MOTION by Trustee Rossini, seconded by Trustee DeStefano, to adjourn the meeting at 6.04 P.M. Approved unanimously.

  
Secretary, Board of Trustees

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  
MARCH 27, 2018

President Spence called the meeting to order at 6:04 P.M.

PRESENT: Trustee DeStefano  
Trustee Rossini  
Trustee Spence  
Director Engelhardt

ABSENT WITH NOTIFICATION:  
Trustee McCrary  
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ALSO PRESENT: John Tanzi, Architect, and John Driscoll, Enviroscience

President Spence conducted the Pledge of Allegiance.

MOTION by Trustee DeStefano, seconded by Trustee Rossini, to advance to section K-1 of the agenda (Facilities Report Update – Roof and HVAC Replacement Projects). Discussion followed. Approved unanimously.

John Tanzi, Architect, attended the meeting in order to review the progress of the Library's Roof and HVAC Replacement Projects with the Library Board. Mr. Tanzi and Mr. Driscoll discussed the asbestos abatement process. Mr. Tanzi and Mr. Driscoll departed after the presentation and discussion.

MOTION by Trustee Rossini, seconded by Trustee DeStefano, to return to the regular order of the agenda. Discussion followed. Approved unanimously.

MOTION by Trustee DeStefano, seconded by Trustee Rossini, to approve the minutes of the regular meeting held on February 20, 2018. Discussion followed. Approved unanimously.

There was no correspondence for the Library Board.

The Director presented her monthly report.

MOTION by Trustee Rossini, seconded by Trustee DeStefano, to accept the Director's Report dated March 2018. Discussion followed. Approved unanimously.

MOTION by Trustee DeStefano, seconded by Trustee Rossini, to accept the Personnel Report dated March 27, 2018. Discussion followed. Approved unanimously.

There were no questions or statements from the public.

MOTION by Trustee DeStefano, seconded by Trustee Rossini, to accept the Financial Reports for the period ending January 31, 2018, as prepared by the Library District Treasurer. Discussion followed. Approved unanimously.

MOTION by Trustee Rossini, seconded by Trustee DeStefano, to approve warrant 3/18/01, dated March 27, 2018, in the amount of \$203,352.37. Discussion followed. Approved unanimously.

MOTION by Trustee Spence, seconded by Trustee Rossini, to accept the payroll and payroll warrants for February 22, 2018 (\$106,718.49), March 8, 2018 (\$109,473.55) and March 22, 2018 (\$104,582.09). Discussion followed. Approved unanimously.

There were no reports from standing committees.

MOTION by Trustee Spence, seconded by Trustee Rossini, to appoint the following as election workers for the 2018/19 Budget Vote and Trustee Election on April 10, 2018:

Susan Mertens (head teller) at \$11.88/hr.

Donna Gleaves (teller) at \$11.33/hr.

Annette Papaleo (teller) at \$11.33/hr.

Linda Tesone (teller) at \$11.33/hr.

Discussion followed. Approved unanimously.

MOTION by Trustee Rossini, seconded by Trustee DeStefano, to approve the Comsewogue Public Library Gift Card Use Policy. Discussion followed. Approved unanimously.

MOTION by Trustee Rossini, seconded by Trustee DeStefano, to approve the Comsewogue Public Library Proctoring Policy. Discussion followed. Approved unanimously.

MOTION by Trustee Rossini, seconded by Trustee DeStefano, to approve the revision to the Comsewogue Public Library Public Behavior Policy. Discussion followed. Approved unanimously.

MOTION by Trustee Spence, seconded by Trustee Rossini, to approve the resignation of Lee-Ann Finn, effective March 9, 2018, with thanks for services rendered. 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 Rossini, to adjourn the meeting at 7:23 P.M. Approved unanimously.

  
Secretary, Board of Trustees