

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  
DECEMBER 15, 2015

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

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

ABSENT WITH NOTIFICATION:  
Trustee Gordon

Trustee Meyer conducted the Pledge of Allegiance.

MOTION by Trustee DeStefano, seconded by Trustee Wendol, to approve the minutes of the regular meeting held on November 17, 2015. Discussion followed. Approved unanimously.

There was no correspondence for the Library Board.

The Director presented her monthly report.

MOTION by Trustee Wendol, seconded by Trustee Spence, to authorize the Director to send a letter from the Board urging Governor Cuomo to fund libraries appropriately through his Executive Budget. Discussion followed. Approved unanimously.

MOTION by Trustee Wendol, seconded by Trustee DeStefano, to accept the Director's Report dated December 2015. Discussion followed. Approved unanimously.

MOTION by Trustee Wendol, seconded by Trustee Spence, to accept the Personnel Report dated December 15, 2015. Discussion followed. Approved unanimously.

Trustee Wendol reported that he attended the last meeting of the Suffolk Cooperative Library System (SCLS) Board of Trustees on December 2, 2015. He provided a Brookhaven Zone update to the Comsewogue Public Library Board. Trustee Wendol also attended the SCLS Annual Meeting.

There were no questions or statements from the public.

MOTION by Trustee Spence, seconded by Trustee DeStefano, to accept the Financial Reports for the period ending October 31, 2015, as prepared by the Library District Treasurer. Discussion followed. Approved unanimously.

MOTION by Trustee Wendol, seconded by Trustee Meyer, to approve warrant 12/15/1, dated December 15, 2015, in the amount of \$276,242.42. Discussion followed. Approved unanimously.

MOTION by Trustee DeStefano, seconded by Trustee Spence, to accept the payroll and payroll warrants for November 19, 2015, (\$138,798.92) and December 3, 2015 (\$101,724.52). Discussion followed. Approved unanimously.

There were no reports from standing committees.

MOTION by Trustee Wendol, seconded by Trustee Meyer, to set the date and time of the Library Budget Vote and Trustee Election as Tuesday, April 5, 2016, from 9:30 AM to 9:00 PM. Discussion followed. Approved unanimously.

MOTION by Trustee Wendol, seconded by Trustee Spence, to approve the Comsewogue Public Library Membership & Circulation Policies. Discussion followed. Approved unanimously.

MOTION by Trustee DeStefano, seconded by Trustee Meyer, to approve the appointment of Nicole Cortes as Librarian I (Children's Services), \$2,046 (step 1) bi-weekly, effective November 30, 2015. Discussion followed. Approved unanimously.

MOTION by Trustee Wendol, seconded by Trustee Meyer, to accept the resignation of Chelsea Smith (effective December 1, 2015) with thanks for services rendered. Discussion followed. Approved unanimously.

MOTION by Trustee Meyer, seconded by Trustee Wendol, to accept the resignation of Dennis Meehan (effective December 14, 2015) with thanks for services rendered. Discussion followed. Approved unanimously.

MOTION by Trustee DeStefano, seconded by Trustee Spence, to accept the resignation of Stephanie Vecchio (effective December 14, 2015) with thanks for services rendered. Discussion followed. Approved unanimously.

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

There were no questions or statements from the public.

MOTION by Trustee Wendol, seconded by Trustee Spence, to adjourn the meeting at 6:45 P.M. Approved unanimously.

  
Secretary, Board of Trustees