

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
JULY 21, 2015

President Gordon called the meeting to order at 6:10 P.M.

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

ABSENT WITH NOTIFICATION:
Trustee Meyer

GUEST: John Tanzi, Architect

President Gordon conducted the Pledge of Allegiance.

MOTION by Trustee Spence, seconded by Trustee Gordon, to advance to section K-1 of the agenda (Parking Lot Repairs – John Tanzi, Architect). Discussion followed. Approved unanimously.

John Tanzi, Architect, updated the Board regarding the progress of the proposed Parking Lot Repairs. Discussion followed. Mr. Tanzi left after his presentation and discussion with the Board.

MOTION by Trustee Wendol, seconded by Trustee Gordon, to authorize the Director to proceed with core testing, a preliminary step in the preparation for the parking lot repairs project and to authorize the development of a bid packet for the repair project. The cost of the core testing will be invoiced by John Tanzi, Architect. Discussion followed. Approved unanimously.

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

MOTION by Trustee Spence, seconded by Trustee DeStefano, to approve the minutes of the regular meeting held June 16, 2015. 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 Gordon, to accept the Director's Report dated July 2015. Discussion followed. Approved unanimously.

MOTION by Trustee Wendol, seconded by Trustee Spence, to accept the Personnel Report dated July 21, 2015. Discussion followed. Approved unanimously.

Trustee Wendol attended the Suffolk Cooperative Library System (SCLS) Board Meeting on July 1, 2015 and reviewed the SCLS budget process. Budget Committee meets in September. Trustee Wendol also reported that the SCLS Board does not meet in August.

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 May 31, 2015, as prepared by the Library District Treasurer. Discussion followed. Approved unanimously.

MOTION by Trustee Gordon, seconded by Trustee Wendol, to approve warrant 7/15/1, dated July 21, 2015, in the amount of \$55,877.37. Discussion followed. Approved unanimously.

MOTION by Trustee Wendol, seconded by Trustee DeStefano, to approve warrant 7/15/2, dated July 21, 2015, in the amount of \$157,565.67. Discussion followed. Approved unanimously.

MOTION by Trustee Gordon, seconded by Trustee Spence, to accept the payroll and payroll warrants for June 18, 2015 (\$131,893.63), July 2, 2015 (\$106,808.08) and July 16, 2015 (\$100,558.80). Discussion followed. Approved unanimously.

There were no reports from standing committees.

MOTION by Trustee Gordon, seconded by Trustee Wendol, to authorize the Library Director to continue with the materials/debt recovery program (not to include credit reporting) with Unique Management Services. Discussion followed. Approved unanimously.

MOTION by Trustee Gordon, seconded by Trustee DeStefano, to accept the resignation of Gary Kerstetter (effective June 26, 2015) with thanks for services rendered. Discussion followed. Approved unanimously.

MOTION by Trustee Wendol, seconded by Trustee Spence, that Debra Engelhardt, Debra Bush and Christine Parker attend the Annual Conference of the New York Library Association, October 21 – 24, 2015, Lake Placid, New York, cost for three attendees' registration, transportation, lodging and meals not to exceed \$3,000. Discussion followed. Approved unanimously.

MOTION by Trustee Gordon, seconded by Trustee Wendol, to approve the revised Comsewogue Public Library Anti-Bullying Policy. Discussion followed. Approved unanimously.

MOTION by Trustee Wendol, seconded by Trustee DeStefano, to approve the Comsewogue Public Library Deselection Policy. 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 Gordon, seconded by Trustee Wendol, to adjourn the meeting at 8:05 P.M. Approved unanimously.


Secretary, Board of Trustee