

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
JUNE 21, 2016

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

PRESENT: Trustee Gordon
Trustee Meyer
Trustee Wendol
Director Engelhardt

ABSENT WITH NOTIFICATION:
Trustee DeStefano
Trustee Spence

President Gordon conducted the Pledge of Allegiance.

MOTION by Trustee Wendol, seconded by Trustee Meyer, to approve the minutes of the regular meeting held on May 17, 2016. Discussion followed. Approved unanimously.

The Library Board received correspondence from Ms. Anna Maria Kambos. Its subject matter and content make it appropriate for discussion during an executive session.

The Director presented her monthly report.

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

MOTION by Trustee Meyer, seconded by Trustee Wendol, to accept the Personnel Report dated June 21, 2016. Discussion followed. Approved unanimously.

The Library Director reported that on May 17, 2016, the residents of the Miller Place and Mount Sinai school districts voted to continue the Library service contracts for 2016-2017.

MOTION by Trustee Gordon, seconded by Trustee Wendol, to formally adopt the 2016-2017 Library Services Agreements between Comsewogue Public Library, Port Jefferson Free Library, Miller Place School District and Mount Sinai School District. Discussion followed. Approved unanimously.

Trustee Wendol reported that he and Director Engelhardt attended Patchogue's Carnegie Library Ribbon Cutting Ceremony. He also reported that he attended the June 1st meeting of Suffolk Cooperative Library System (SCLS) Board of Trustees. SCLS is interested in libraries feedback regarding the site re-design of Livebrary.com. The next meeting of the SCLS Board of Trustees is scheduled for July 13th.

There were no questions or statements from the public.

MOTION by Trustee Wendol, seconded by Trustee Meyer, to accept the Financial Reports for the period ending April 30, 2016, as prepared by the Library District Treasurer. Discussion followed. Approved unanimously.

MOTION by Trustee Gordon, seconded by Trustee Meyer, to approve warrant 6/16/1, dated June 21, 2016, in the amount of \$148,174.03. Discussion followed. Approved unanimously.

MOTION by Trustee Meyer, seconded by Trustee Wendol, to accept the payroll and payroll warrants for May 19, 2016 (\$99,814.94) and June 2, 2016 (\$106,329.38). Discussion followed. Approved unanimously.

There were no reports from standing committees.

MOTION by Trustee Wendol, seconded by Trustee Meyer, to eliminate the printing and mailing of overdue notices. Discussion followed. Approved unanimously.

MOTION by Trustee Wendol, seconded by Trustee Meyer, to amend the Employee Dress Policy as discussed. Discussion followed. Approved unanimously.

MOTION by Trustee Meyer, seconded by Trustee Gordon, to accept the disposal of the obsolete or damaged beyond repair equipment in accordance with the attached. Discussion followed. Approved unanimously.

MOTION by Trustee Meyer, seconded by Trustee Wendol, to accept the budget transfers in the amount of \$27,350.00 for fiscal year 2015-2016, as detailed on the attached. Discussion followed. Approved unanimously.

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

Other: The Board and Director acknowledged Board President Alexandra Gordon's seven years of service to the community as a Library Trustee and wished her well as she completed her final meeting as a board member.

There were no questions or statements from the public.

7:10 pm. MOTION by Trustee Gordon, seconded by Trustee Meyer, to adjourn into Executive Session to discuss the suspension of a specific patron. Discussion followed. Approved unanimously.

7:26 pm. MOTION by Trustee Meyer, seconded by Trustee Wendol, to return to the regular agenda of the meeting. Discussion followed. Approved unanimously.

The Trustees authorized Director Engelhardt to seek the advice of Library Counsel on the matter.

MOTION by Trustee Gordon, seconded by Trustee Meyer, to adjourn the meeting at 7:26 P.M. Approved unanimously.


Secretary, Board of Trustees