

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 15, 2016

President Gordon called the meeting to order at 6:01 P.M.

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

ABSENT WITH NOTIFICATION:

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 February 23, 2016. Discussion followed. Approved unanimously.

There was no correspondence for the Library Board.

The Director presented her monthly report.

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

MOTION by Trustee Gordon, seconded by Trustee DeStefano, to accept the Personnel Report dated March 15, 2016. Discussion followed. Approved unanimously.

Trustee Wendol will attend the March meeting of the Suffolk Cooperative Library System (SCLS) Board of Trustees and will report on Comsewogue Public Library's Civility Training presented by Employee Assistance Program (EAP) and on North Shore's fire alarm system and LED lighting projects having been completed. He will also commend Smithtown Library regarding the Newsday article on 3D printing.

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 January 31, 2016, as prepared by the Library District Treasurer. Discussion followed. Approved unanimously.

MOTION by Trustee Gordon, seconded by Trustee DeStefano, to approve warrant 3/16/1, dated March 15, 2016, in the amount of \$131,913.15. Discussion followed. Approved unanimously.

MOTION by Trustee Wendol, seconded by Trustee Meyer, to accept the payroll and payroll warrants for February 25, 2016 (\$97,766.35) and March 10, 2016 (\$101,517.36). Discussion followed. Approved unanimously.

There were no reports from standing committees.

MOTION by Trustee Gordon, seconded by Trustee Spence, to appoint the following as election workers for the 2016/17 Budget Vote and Trustee Election on April 5, 2016:

Susan Mertens (head teller) at \$11.41/hr.

Donna Gleaves (teller) at \$10.88/hr.

Annette Papaleo (teller) at \$10.88/hr.

Linda Tesone (teller) at \$10.88/hr.

Discussion followed. Approved unanimously.

MOTION by Trustee Wendol, seconded by Trustee DeStefano, that pursuant to the September 15, 2015 Board Motion authorizing the Parking Lot Repair Project, the Board authorizes the transfer of \$163,700.00 from the Capital Improvement Fund to the 2015-16 operating account and the increase of the 2015-2016 operating budget by the same amount (as detailed on attached). Discussion followed. Approved unanimously.


MOTION by Trustee Wendol, seconded by Trustee Gordon, to adopt the Comsewogue Public Library Email Acceptable Use Policy. Discussion followed. Approved unanimously.

Trustee Wendol inquired regarding the whereabouts of a framed aerial photo of Port Jefferson Station showing the racetrack (Gentleman's Driving Park) which was displayed in the Library's Conference Room approximately 15 years ago. The Director will research the matter.

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 Meyer, seconded by Trustee Spence, to adjourn the meeting at 6:44 P.M. Approved unanimously.



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Secretary, Board of Trustees