

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
NOVEMBER 15, 2016

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

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

ABSENT WITH NOTIFICATION:

GUEST: Library Auditor Donald Hoffmann, Cullen & Danowski, LLP

President Meyer conducted the Pledge of Allegiance.

MOTION by Trustee Wendol, seconded by Trustee DeStefano, to advance to section L-1 of the agenda (Annual Financial Statement & Audit 2015/16 -Presentation). Discussion followed. Approved unanimously.

Mr. Hoffmann left after his presentation and discussion with the Board.

MOTION by Trustee Spence, seconded by Trustee DeStefano, to accept the Annual Financial Statement and Audit as prepared and presented by Donald Hoffmann, CPA of Cullen & Danowski, LLP, for fiscal year ending June 30, 2016. Discussion followed. Approved unanimously.

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

MOTION by Trustee McCrary, seconded by Trustee Spence, to approve the minutes of the regular meeting held on October 18, 2016. Discussion followed. Approved unanimously.

The Board reviewed correspondence dated November 2016, entitled "Notice of Proposed Application for Change in Zoning" regarding the property opposite the Library. The Board directed the Director to file a written request to be notified by the Town Clerk of the date of the public hearing.

The Director presented her monthly report.

MOTION by Trustee Wendol, seconded by Trustee DeStefano, to accept the Director's Report dated November 2016. Discussion followed. Approved unanimously.

MOTION by Trustee Spence, seconded by Trustee Meyer, to accept the Personnel Report dated November 15, 2016. Discussion followed. Approved unanimously.

Trustee Wendol reported that he attended the November meeting of the Suffolk Cooperative Library System (SCLS) Board of Trustees. Several Townships are conducting caucuses for SCLS Trustee positions.

There were no questions or statements from the public.

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

MOTION by Trustee Meyer, seconded by Trustee Spence, to approve warrant 11/16/1, dated November 15, 2016, in the amount of \$452,586.15. Discussion followed. Approved unanimously.

MOTION by Trustee McCrary, seconded by Trustee Wendol, to accept the payroll and payroll warrants for October 20, 2016 (\$99,681.44) and November 3, 2016 (\$109,195.14). Discussion followed. Approved unanimously.

There were no reports from standing committees.

MOTION by Trustee Meyer, seconded by Trustee DeStefano, to approve the change of the 2016-2017 hourly rate for Pages, effective December 25, 2016 (pay date January 12, 2017) as follows:

up to 10 years of completed service	\$10.00/hr
over 10 years of completed service	\$10.99/hr

Discussion followed. Approved unanimously.

MOTION by Trustee Wendol, seconded by Trustee Spence, to approve the proposed 2017 Budget of the Suffolk Cooperative Library System, dated November 2, 2016 and approved by SCLS Board of Trustees. Discussion followed. Approved unanimously.

MOTION by Trustee DeStefano, seconded by Trustee McCrary, to approve the resignations of Patricia Sepulveda-Giebfried (effective October 19, 2016) and Charlotte Latuso (effective October 28, 2016) 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.

MOTION by Trustee Spence, seconded by Trustee Meyer, to change the date of the regular meeting of the Comsewogue Public Library Board of Trustees for February 2017 to February 28, 2017. Discussion followed. Approved unanimously.

There were no questions or statements from the public.

MOTION by Trustee Wendol, seconded by Trustee McCrary, to adjourn the meeting at 7:12 P.M. Approved unanimously.



Secretary, Board of Trustees