

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
OCTOBER 20, 2015

President Gordon called the meeting to order at 6:15 P.M.

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

ABSENT WITH NOTIFICATION:
Trustee Wendol

GUESTS: John Tanzi, Library's Architect
Library Auditors Donald Hoffmann and Richard Coffey, Cullen & Danowski, LLP

ALSO PRESENT: Member of the public

Trustee Meyer conducted the Pledge of Allegiance.

MOTION by Trustee DeStefano, seconded by Trustee Spence, to advance to section K-1a of the agenda (Parking Lot Repair Project). Discussion followed. Approved unanimously.

John Tanzi reviewed the progress of the parking lot repair project. Mr. Tanzi left after his presentation and discussion with the Board.

MOTION by Trustee Spence, seconded by Trustee Meyer, to leave the parking lot's traffic pattern and striping of parking spots unchanged and to include two additional handicapped parking spots. Discussion followed. Approved unanimously.

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

MOTION by Trustee Meyer, seconded by Trustee Spence, to advance to section L-1 of the agenda (Annual Financial Statement & Audit 2014/15 -Presentation). Discussion followed. Approved unanimously.

Library Auditors left after Mr. Hoffmann's presentation and discussion with the Board.

MOTION by Trustee Gordon, seconded by Trustee Meyer, 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, 2015. Discussion followed. Approved unanimously.

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

MOTION by Trustee Meyer, seconded by Trustee Spence, to approve the minutes of the regular meeting held on September 15, 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 Meyer, to accept the Director's Report dated October 2015. Discussion followed. Approved unanimously.

MOTION by Trustee Gordon, seconded by Trustee Meyer, to accept the Personnel Report dated October 20, 2015. Discussion followed. Approved unanimously.

There was no SCLS Report for the Library Board.

The Board heard comments from a member of the public.

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

MOTION by Trustee Meyer, seconded by Trustee DeStefano, to approve warrant 10/15/1, dated October 20, 2015, in the amount of \$152,592.07. Discussion followed. Approved unanimously.

MOTION by Trustee Meyer, seconded by Trustee Spence, to accept the payroll and payroll warrants for September 24, 2015, (\$128,804.04) and October 8, 2015 (\$94,246.82). Discussion followed. Approved unanimously.

There were no reports from standing committees.

MOTION by Trustee DeStefano, seconded by Trustee Meyer, to adopt the Public Library Construction Grant application. Discussion followed. Approved unanimously.

MOTION by Trustee Spence, seconded by Trustee Meyer, to accept the resignations of Joseph DiVirgilio (effective October 7, 2015) and Katherine Grolz (effective September 24, 2015) with thanks for services rendered. Discussion followed. Approved unanimously.

MOTION by Trustee Meyer, seconded by Trustee Spence, to approve the family medical leave (FMLA) request of Joan Popielaski, effective September 14, 2015 to December 5, 2015. Discussion followed. Approved unanimously.

MOTION by Trustee DeStefano, seconded by Trustee Meyer, to approve the medical/parental leave request of Catherine Spena, effective September 24, 2015 to March 28, 2016. The first

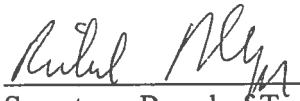
twelve weeks of leave are pursuant to the Family Medical Leave Act (FMLA). Discussion followed. Approved unanimously.

The Library Board reviewed the dates of upcoming regular board meetings and the 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 2016 to February 23, 2016. Discussion followed. Approved unanimously.

There were no questions or statements from the public.

MOTION by Trustee Meyer, seconded by Trustee Gordon, to adjourn the meeting at 7:45 P.M. Approved unanimously.



Secretary, Board of Trustee