

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE
COMSEWOGUE PUBLIC LIBRARY, PORT JEFFERSON STATION, NEW YORK
JANUARY 19, 2021**

President DeStefano called the meeting to order at 6:00 p.m.

PRESENT: Trustee DeStefano
Trustee McCrary
Trustee Olson
Trustee Rossini
Trustee Spence
Director Engelhardt

ABSENT WITH NOTIFICATION:

President DeStefano conducted the Pledge of Allegiance.

MOTION by Trustee McCrary, seconded by Trustee Rossini, to approve the minutes of the regular meeting held on December 15, 2020. Discussion followed. Approved unanimously.

There was no correspondence for the Board.

MOTION by Trustee Rossini, seconded by Trustee McCrary, to accept the Director's Report dated January 2021. Discussion followed. Approved unanimously.

MOTION by Trustee McCrary, seconded by Trustee Rossini, to accept the Personnel Report dated January 19, 2021. Discussion followed. Approved unanimously.

There were no questions or statements from the public.

MOTION by Trustee Spence, seconded by Trustee Rossini, to accept the Financial Reports for the periods ending November 30, 2020, as prepared by the Library District Treasurer. Discussion followed. Approved: 4 votes in favor and 1 vote against.

MOTION by Trustee Spence, seconded by Trustee Rossini, to approve warrant 1/21/1, dated January 19, 2021, in the amount of \$149,145.97. Discussion followed. Approved unanimously.

MOTION by Trustee Rossini, seconded by Trustee McCrary, to accept the payroll and payroll warrants for December 23, 2020 (\$ 119,357.33) and January 7, 2021 (\$204,143.08). Discussion followed. Approved unanimously.

There are no reports from standing committees.

MOTION by Trustee DeStefano, seconded by Trustee Rossini, to table the discussion regarding the Comsewogue Public Library Disaster Plan for a later date. Discussion followed. Approved unanimously.

MOTION by Trustee Rossini, seconded by Trustee Olson, to adopt the Comsewogue Public Library Long Range Plan of Service. Discussion followed. Approved unanimously.

MOTION by Trustee Spence, seconded by Trustee Rossini, confirming that it is within the Director's purview to discontinue quarantining of materials when and how she deems appropriate. Discussion followed. Approved unanimously.

MOTION by Trustee Rossini, seconded by Trustee Olson, to amend the Membership & Circulation Policy to reflect that late fines are to be charged only on overdue Museum Passes. Discussion followed. Approved: 4 votes in favor and 1 vote against.

MOTION by Trustee McCrary, seconded by Trustee DeStefano, to accept the resignations of Donna Denner (effective December 29, 2020), Elizabeth Washburn (effective December 30, 2020) and Kristen Cinar (effective January 14, 2021) 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.

There were no questions or statements from the public.

MOTION by Trustee Spence, seconded by Trustee McCrary, to adjourn the meeting at 7:16 p.m. Approved unanimously.



Secretary, Board of Trustees