

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES  
OF THE  
COMSEWOGUE PUBLIC LIBRARY, PORT JEFFERSON STATION, NEW YORK  
FEBRUARY 16, 2021**

President DeStefano called the meeting to order at 6:02 p.m.

**PRESENT:** Trustee DeStefano

Trustee McCrary (arrived at 6:12 p.m.)

Trustee Olson

Trustee Rossini

Trustee Spence

Director Engelhardt

**ABSENT WITH NOTIFICATION:**

President DeStefano conducted the Pledge of Allegiance.

MOTION by Trustee Spence, seconded by Trustee Rossini, to approve the minutes of the regular meeting held on January 19, 2021. Discussion followed. Approved unanimously.

There was no correspondence for the Board.

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

MOTION by Trustee Rossini, seconded by Trustee Olson, to accept the Personnel Report dated February 16, 2021. Discussion followed. Approved unanimously.

MOTION by Trustee DeStefano, seconded by Trustee Spence, to accept the Personnel Sick Leave Report - 2020. Discussion followed. Approved unanimously.

There were no questions or statements from the public.

MOTION by Trustee Rossini, seconded by Trustee Olson, to accept the Financial Reports for the periods ending December 31, 2020, as prepared by the Library District Treasurer. Discussion followed. Approved unanimously.

MOTION by Trustee DeStefano, seconded by Trustee Rossini, to approve warrant 2/21/1, dated February 16, 2021, in the amount of \$135,640.65. Discussion followed. Approved unanimously.

MOTION by Trustee Spence, seconded by Trustee Rossini, to accept the payroll and payroll warrants for January 21, 2021 (\$ 120,852.14) and February 4, 2021 (\$118,874.73). Discussion followed. Approved unanimously.

MOTION by Trustee Rossini, seconded by Trustee McCrary, to accept the salary schedule recommendations of the Personnel Committee for fiscal year 2021-2022 as presented. Discussion followed. Approved unanimously.

MOTION by Trustee McCrary, seconded by Trustee Rossini, to authorize the transfer of \$184,934.69 from the Termination Payment (Term PM) Designation to the general operating fund to fund the 2020 Comsewogue Public Library Retirement / Voluntary Separation Incentive which includes employer contributions to the 403(b) accounts of four (4) eligible FT retirees, voluntary separation incentive payment for one (1) eligible PT employee resignation/retirement, and payment for unused sick days, as per current Library policy, and to increase the 2020-21 clerical salary budget lines by the same amount. Discussion followed. Approved unanimously.

MOTION by Trustee McCrary, seconded by Trustee Rossini, to adopt the proposed budget of \$6,174,092 with \$3,063,393 of that to be raised by taxes for fiscal year 2021-2022. Discussion followed. Approved unanimously.

MOTION by Trustee Rossini, seconded by Trustee McCrary, to adopt the Comsewogue Public Library's Public Employer Health Emergency Plan. Discussion followed. Approved unanimously.

MOTION by Trustee McCrary, seconded by Trustee Rossini, to accept the resignations of Matthew Moran (effective February 9, 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 Rossini, seconded by Trustee McCrary, to adjourn the meeting at 7:24 p.m. Approved unanimously.

  
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Secretary, Board of Trustees