

Unapproved Draft

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES  
OF THE  
COMSEWOGUE PUBLIC LIBRARY, PORT JEFFERSON STATION, NEW YORK  
SEPTEMBER 19, 2023

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

PRESENT: Trustee Olson

Trustee Spence

Trustee McCrary

Trustee Rossini

Trustee DeStefano

Director Engelhardt

ABSENT WITH NOTIFICATION:

ALSO PRESENT: Assistant Director Andrea Malchiodi

President McCrary conducted the Pledge of Allegiance.

MOTION by Trustee Spence, seconded by Trustee Rossini, to approve the minutes of the regular meeting held on August 15, 2023. Discussion followed. Approved unanimously.

There was no correspondence for the Board.

The director presented her report. LED lighting replacement proposal was shared and discussed.

MOTION by Trustee Rossini, seconded by Trustee Spence, to accept quote 25349 from Alta Lighting Services to install new interior and emergency LED lighting with PSEGLI rebates at a cost not to exceed \$45,119. Discussion followed. Approved unanimously.

MOTION by Trustee DeStefano, seconded by Trustee Olson, to accept the Director's Report dated September 2023. Discussion followed. Approved unanimously.

MOTION by Trustee Rossini, seconded by Trustee Olson, to accept the Personnel Report dated September 19, 2023. Discussion followed. Approved unanimously.

There were no questions or statements from the public.

MOTION by Trustee Olson, seconded by Trustee Rossini, to accept the Financial Reports for the period ending July 31, 2023, as prepared by the Library District Treasurer. Discussion followed. Approved unanimously.

MOTION by Trustee Spence, seconded by Trustee Olson, to approve warrant 09/23/1, dated September 19, 2023, in the amount of \$263,367.63. Discussion followed. Approved unanimously.

MOTION by Trustee DeStefano, seconded by Trustee Olson, to accept the payroll and payroll warrants for August 17, 2023 (\$127,476.95), August 31, 2023 (\$146,640.28) and September 14, 2023 (\$119,373.38). Discussion followed. Approved unanimously.

MOTION by Trustee Rossini, seconded by Trustee Spence, to adopt the revised Credit Card Policy. Discussion followed. Approved unanimously.

MOTION by Trustee Rossini, seconded by Trustee DeStefano, to accept the resignations of Mary McManaman (effective June 22, 2023), Analisa Bailes (effective August 18, 2023) and Laura Rizzo (effective September 2, 2023) 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 Rossini, to adjourn the meeting at 6:58 P.M. Approved unanimously.

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Secretary, Board of Trustees