

**Unapproved Draft**  
MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES  
OF THE  
COMSEWOGUE PUBLIC LIBRARY, PORT JEFFERSON STATION, NEW YORK  
FEBRUARY 20, 2024

President McCrary called the meeting to order at 6:01 p.m.

PRESENT: Trustee Olson  
Trustee McCrary  
Trustee Spence  
Trustee Rossini  
Assistant Director Malchiodi  
Director Engelhardt

ABSENT WITH NOTIFICATION:  
Trustee DeStefano

President McCrary conducted the Pledge of Allegiance.

MOTION by Trustee Rossini, seconded by Trustee Spence, to approve the minutes of the regular meeting held on January 16, 2024. Discussion followed. Approved unanimously.

There was no correspondence for the Board.

MOTION by Trustee Olson, seconded by Trustee Rossini, to accept the Director's Report dated February 2024. Discussion followed. Approved unanimously.

MOTION by Trustee Spence, seconded by Trustee Olson, to accept the Personnel Report dated February 20, 2024. Discussion followed. Approved unanimously.

MOTION by Trustee Rossini, seconded by Trustee Olson, to accept the 2023 Personnel Sick Leave Report. Discussion followed. Approved unanimously.

The Board reviewed/discussed the proposed By-Law revisions.

There were no questions or statements from the public.

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

MOTION by Trustee Spence, seconded by Trustee Olson, to approve warrant 02/24/1, dated February 20, 2024, in the amount of \$349,522.48. Discussion followed. Approved unanimously.

MOTION by Trustee Rossini, seconded by Trustee Olson, to accept the payroll and payroll warrants for January 18, 2024 (\$125,352.84), February 1, 2024 (\$132,658.39) and February 15, 2024 (\$133,859.16). Discussion followed. Approved unanimously.

Trustee McCrary presented the report of the finance committee. Discussion followed.

MOTION by Trustee Rossini, seconded by Trustee Olson, to accept the salary schedule recommendations of the Finance Committee for the fiscal year 2024-2025 as presented. Discussion followed. Approved unanimously.

MOTION by Trustee Rossini, seconded by Trustee Spence, to accept the 2023 NYS Annual Report for Public and Association Libraries as reviewed by the Board. Discussion followed. Approved unanimously.

MOTION by Trustee Spence, seconded by Trustee Rossini, to accept the resignations of Jane Oliva (effective January 30, 2024) with thanks to 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 6:55 P.M. Approved unanimously.

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Secretary, Board of Trustees