

Unapproved Draft
MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE
COMSEWOGUE PUBLIC LIBRARY, PORT JEFFERSON STATION, NEW YORK
MARCH 19, 2024

Trustee Spence called the meeting to order at 6:02 p.m.

PRESENT: Trustee Olson
Trustee Spence
Trustee DeStefano
Assistant Director Malchiodi
Director Engelhardt

ABSENT WITH NOTIFICATION:
Trustee McCrary
Trustee Rossini

Trustee Spence conducted the Pledge of Allegiance.

MOTION by Trustee Olson, seconded by Trustee DeStefano, to approve the minutes of the regular meeting held on February 20, 2024. Discussion followed. Approved unanimously.

There was no correspondence for the Board.

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

MOTION by Trustee Olson, seconded by Trustee DeStefano, to accept the Personnel Report dated March 19, 2024. Discussion followed. Approved unanimously.

There were no questions or statements from the public.

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

MOTION by Trustee Olson, seconded by Trustee DeStefano, to approve warrant 03/24/1, dated March 19, 2024, in the amount of \$215,465.88. Discussion followed. Approved unanimously.

MOTION by Trustee DeStefano, seconded by Trustee Olson, to accept the payroll and payroll warrants for February 29, 2024 (\$130,225.74) and March 14, 2024 (\$132,038.05). Discussion followed. Approved unanimously.

MOTION by Trustee Olson, seconded by Trustee Spence, to adopt the proposed budget of \$6,717,802 with \$3,252,292 of that to be raised by taxes for fiscal year 2024-2025. Discussion followed. Approved unanimously.

MOTION by Trustee Olson, seconded by Trustee DeStefano, to appoint the following as election workers for the 2024/25 Budget Vote and Trustee Election on April 2, 2024:

Donna Gleaves (Head Teller) at \$16.15 hr.

Carol Fazio (Teller) at \$15.60 hr.

Donald Gleaves (Teller) at \$15.60 hr.

Lisa Poulos (Teller) at \$15.60 hr.

Discussion followed. Approved unanimously.

MOTION by Trustee Olson, seconded by Trustee DeStefano, that pursuant to the June 21, 2022 Board Motion authorizing the Boiler Replacement Project, the Board authorizes the \$72,378.40 increase to the 2023/2024 operating budget to budget line (4403) Furniture & Equipment. The Board further authorizes the transfer of \$72,378.40 from the Capital Improvement Fund to the general operating account.

Discussion followed. Approved unanimously.

MOTION by Trustee DeStefano, seconded by Trustee Olson, to adopt the revised By-Laws. Discussion followed. Approved unanimously.

MOTION by Trustee DeStefano, seconded by Trustee Olson, to accept the resignations of Maria Iovino (effective October 20, 2023), Joan Popielaski (effective January 22, 2024), Glennis Carpino (effective February 29, 2024), and Madelyn Haussner (effective March 2, 2024) with thanks for services rendered. Discussion followed. Approved unanimously.

MOTION by Trustee Olson, seconded by Trustee DeStefano, to approve the medical leave request pursuant to the Family Medical Leave Act (FMLA) of Abigail Szwed, from February 10, 2024 to April 9, 2024. 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 Olson, to adjourn the meeting at 7:10 P.M. Approved unanimously.

Secretary, Board of Trustees