

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE
COMSEWOGUE PUBLIC LIBRARY, PORT JEFFERSON STATION, NEW YORK
HELD AT THE LIBRARY ON
SEPTEMBER 19, 2017

President Spence called the meeting to order at 6:03 P.M.

PRESENT: Trustee DeStefano
Trustee McCrary
Trustee Spence
Trustee Wendol
Director Engelhardt

ABSENT WITH NOTIFICATION:
Trustee Rossini

GUEST: Joseph Romeo, Jr., Library Insurance Agent

President Spence conducted the Pledge of Allegiance.

MOTION by Trustee Wendol, seconded by Trustee McCrary, to advance to section L-1 of the agenda (Review of Library Insurance). Discussion followed. Approved unanimously.

Joseph Romeo Jr., the Library's insurance agent, attended the meeting in order to review the Library's insurance coverage with the Library Board. Mr. Romeo departed after his presentation.

MOTION by Trustee DeStefano, seconded by Trustee Wendol, to return to the regular order of the agenda. Discussion followed. Approved unanimously.

MOTION by Trustee Wendol, seconded by Trustee McCrary, to approve the minutes of the regular meeting held on August 15, 2017. Discussion followed. Approved unanimously.

There was no correspondence for the Library Board.

The Director presented her monthly report.

MOTION by Trustee McCrary, seconded by Trustee DeStefano, to accept the Director's Report dated September 2017. Discussion followed. Approved unanimously.

MOTION by Trustee Wendol, seconded by Trustee DeStefano, to accept the Personnel Report dated September 19, 2017. Discussion followed. Approved unanimously.

Trustee Wendol reported that he will be sharing with the Suffolk Cooperative Library System (SCLS) Board of Trustees a report on his tour of the Halifax Public Library in Nova Scotia and two other local libraries there.

There were no questions or statements from the public.

MOTION by Trustee McCrary, seconded by Trustee DeStefano, to accept the Financial Reports for the period ending July 31, 2017, as prepared by the Library District Treasurer. Discussion followed. Approved unanimously.

MOTION by Trustee Wendol, seconded by Trustee McCrary, to approve warrant 09/17/1, dated September 19, 2017, in the amount of \$232,841.94. Discussion followed. Approved unanimously.

MOTION by Trustee McCrary, seconded by Trustee DeStefano, to accept the payroll and payroll warrant for August 24, 2017 (\$104,207.77) and September 7, 2017 (\$101,643.23). Discussion followed. Approved unanimously.

There were no reports from standing committees.

MOTION by Trustee DeStefano, seconded by Trustee Wendol, that the Library Board of Trustees has read and duly adopts the NYS Application for a Public Library Construction Grant to be administered in accordance with the requirements of Education Law §273-a (as Amended by Chapter 57 of the Laws of 2007) and Commissioner's Regulations §90.12. Discussion followed. Approved unanimously.

MOTION by Trustee Spence, seconded by Trustee DeStefano, to approve the resignations of Elizabeth Allen (effective September 2, 2017) and Jessica Martin (effective September 2, 2017) with thanks for services rendered. Discussion followed. Approved unanimously.

MOTION by Trustee Spence, seconded by Trustee DeStefano, to approve the parental leave request of Liana Coletti, effective August 14, 2017 to November 5, 2017. 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 DeStefano, to adjourn the meeting at 6:49 P.M. Approved unanimously.


Secretary, Board of Trustees