

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE
COMSEWOGUE PUBLIC LIBRARY, PORT JEFFERSON STATION, NEW YORK
MAY 24, 2022

President DeStefano called the meeting to order at 6:00 p.m.

PRESENT: Trustee DeStefano
Trustee Olson
Trustee Rossini
Trustee McCrary
Trustee Spence
Director Engelhardt

ABSENT WITH NOTIFICATION:

President DeStefano conducted the Pledge of Allegiance.

MOTION by Trustee McCrary, seconded by Trustee Rossini, to approve the minutes of the regular meeting held on April 19, 2022. Discussion followed. Approved unanimously.

There was no correspondence for the Board.

MOTION by Trustee Rossini, seconded by Trustee Olson, to accept the Director's Report dated May 2022. Discussion followed. Approved unanimously.

MOTION by Trustee McCrary, seconded by Trustee Rossini, to accept the Personnel Report dated May 24, 2022. Discussion followed. Approved unanimously.

The Library Director reported that on May 17, 2022, the residents of the Miller Place and Mount Sinai School districts voted to continue the Library service contracts for 2022-2023.

MOTION by Trustee McCrary, seconded by Trustee Rossini, to adopt the 2022-2023 Library Services Agreements between Comsewogue Public Library, Port Jefferson Free Library, Miller Place School District and Mount Sinai School District and authorize Library Board President DeStefano to execute the corresponding Library Services Agreements. Discussion followed. Approved unanimously.

There were no questions or statements from the public.

MOTION by Trustee Spence, seconded by Trustee Rossini, to accept the Financial Reports for the period ending March 31, 2022, as prepared by the Library District Treasurer. Discussion followed. Approved unanimously.

MOTION by Trustee McCrary, seconded by Trustee Spence, to approve warrant 5/22/1, dated May 24, 2022, in the amount of \$ 133,410.82. Discussion followed. Approved unanimously.

MOTION by Trustee Spence, seconded by Trustee Rossini, to accept the payroll and payroll warrants for April 28, 2022 (\$123,164.82) and May 12, 2022 (\$110,807.77). Discussion followed. Approved unanimously.

MOTION by Trustee Rossini, seconded by Trustee Olson, to award the contract for the Skylight Replacement Project to Fidele Construction Inc. for the Base Bid amount of \$41,900 (lowest bidder), as per the recommendation of John Tanzi, Architect. Discussion followed. Approved unanimously.

MOTION by Trustee DeStefano, seconded by Trustee McCrary, to adopt the revised *Paid Time Off (PTO) Policy-FT Staff Members* (previously Vacation Policy-FT). Discussion followed. Approved unanimously.

MOTION by Trustee Spence, seconded by Trustee Rossini, to adopt the amendment to the Library's 403(b) Plan Document, reflecting eligibility for all employees. 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 McCrary, seconded by Trustee Spence, to adjourn into executive session to discuss a construction contract. Discussion followed. Approved unanimously.

MOTION by Trustee Spence, seconded by Trustee Rossini, to adjourn from executive session and return to the regular order of the agenda. Discussion followed. Approved unanimously.

MOTION by Trustee Rossini, seconded by Trustee McCrary, to adjourn the meeting at 6:59 P.M. Approved unanimously.


Secretary, Board of Trustees