

Regular Board Meeting

June 19, 2019

The meeting was called to order at 7:06 pm by President Theresa Germano followed by the pledge to the flag. Library Trustees Gail Lynch-Bailey, Victor Massian Jr., Library Director Lisa Jacobs, Assistant Director Ann Hofbauer, and Library Clerk Tina Fenimore were present. Library Trustees Lauren O'Connell and Gretchen Cotton Rodney were absent.

Approval of Agenda

Gail Lynch-Bailey made a motion to approve the agenda. Seconded by Victor Massian Jr. Motion approved unanimously.

Approval of Minutes from May 15, 2019 Regular Board Meeting

Gail Lynch-Bailey made a motion to approve the minutes of the May 15, 2019 Regular Board Meeting. Seconded by Victor Massian Jr. Motion approved unanimously.

Period of Public Expression

None

Treasurer's Report

Victor Massian Jr. made a motion to approve the Treasurer's Report dated May 31, 2019 with an opening balance of \$4,223,377.25 and a closing balance of \$3,486,531.38. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Approval of Warrants

Victor Massian Jr. made a motion to approve L Warrant #55 in the amount of \$265,846.59. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Victor Massian Jr. made a motion to approve L Credit Warrant #56 in the amount of \$9,936.45. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Victor Massian Jr. made a motion to approve L Warrant #57 in the amount of \$58,733.70. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Victor Massian Jr. made a motion to approve L Warrant #58 in the amount of \$270,956.74. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Victor Massian Jr. made a motion to approve L Warrant #59 in the amount of \$225,157.67. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Victor Massian Jr. made a motion to approve L Warrant #60 in the amount of \$280,863.52. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Victor Massian Jr. made a motion to approve T&A Warrant #36 in the amount of \$1,103.41. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Victor Massian Jr. made a motion to approve T&A Warrant #37 in the amount of \$127,783.67. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Victor Massian Jr. made a motion to approve T&A Warrant #38 in the amount of \$130,081.29. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Victor Massian Jr. made a motion to approve T&A Warrant #39 in the amount of \$ 124,019.63. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Building Fund

Victor Massian Jr. made a motion to approve Building Fund H Warrant #15 in the amount of \$801.52. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Correspondence and Unfinished Business

The Board reviewed one piece of correspondence (Letter to NYS Dept. of Transportation from Daniel P. Losquadro, Town of Brookhaven Superintendent of Highways).

New Business

Gail Lynch-Bailey made a motion to approve the revisions to Policy 400-35 Seminar Reimbursement. Seconded by Victor Massian Jr. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve the Sandpebble Care building maintenance service contract by Sandpebble (Southampton, NY) for the period 7/1/2019 to 6/30/2020 at the annual sum of \$23,950, as attached. Seconded by Victor Massian Jr. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve the replacement of the defective keypad controller on the chiller by Dynaire Service Corporation of Mineola, NY, in the amount of \$6,830, as attached. Seconded by Victor Massian Jr. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve the inspection and maintenance service agreement of the HVAC system by Dynaire Service Corporation of Mineola, NY for the period 7/1/2019 to 6/30/2020, in the amount of \$9,370, as attached. Seconded by Victor Massian Jr. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve the removal and replacement of the damaged window by Arrow Steel Window Corp. of East Farmingdale, NY in the amount of \$4,826, as attached. Seconded by Victor Massian Jr. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve the purchase of 20 Optiplex desktop computers from Dell.com in the amount of \$15,055.40 as attached. Seconded by Victor Massian Jr. Motion approved unanimously.

Gail Lynch-Bailey made a motion to approve the revision to the payroll schedule to reflect change of date of payroll from Thursday, July 4, 2019 to Wednesday, July 3, 2019. Seconded by Victor Massian Jr. Motion approved unanimously.

Gail Lynch-Bailey made a motion to authorize the receipt of the Town of Brookhaven I.D.A. PILOT funds of \$8,421.19 and \$1,084.17 (total \$9,505.36) which exceeds the anticipated PILOT revenue line. Seconded by Victor Massian Jr. Motion approved unanimously.

Gail Lynch-Bailey made a motion to authorize the deposit of checks numbered 123016 and 123005 received in the amount of \$4,764.80 and \$27.46 respectively, from Utica National Insurance Group for insurance dividends into the General Operating Fund to offset insurance expenses. Seconded by Victor Massian Jr. Motion approved unanimously.

Victor Massian Jr. made a motion to approve the budget line transfers as attached. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Victor Massian Jr. made a motion to approve the discard of one NEC V300W projector (Inventory #1738) and one NEC VT700 projector (Inventory #1456). Seconded by Gail Lynch-Bailey. Motion approved unanimously.

General Discussion

None

Executive Session Motion

Gail Lynch-Bailey made a motion to move into executive session at 8:53 pm to discuss medical, financial, credit and employment histories of individual employees. Seconded by Victor Massian Jr. Motion approved unanimously.

Gail Lynch-Bailey made a motion to move out of executive session at 9:36 pm. Seconded by Victor Massian Jr. Motion approved unanimously.

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Personnel Report

Gail Lynch-Bailey made a motion to accept the Personnel Report dated June 19, 2019, as amended. Seconded by Victor Massian Jr. Motion approved unanimously.

Motion to Adjourn

Victor Massian Jr. made a motion to adjourn the meeting at 9:37 pm. Seconded by Gail Lynch-Bailey. Motion approved unanimously.

Secretary to the Board

Secretary of the Board