

**SACHEM PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
JANUARY 20, 2010
7:00 P.M.**

The regular meeting of Sachem Public Library Board of Trustees was attended by Robert Winowitch, Diane Longo, Marguerite Barone, Dennis Flavin, Carol Paulsen, Judy Willner, Carol Brand and Dona Giordano.

The meeting was called to order at 7:05 p.m.

The meeting began with the salute to the flag.

Public Participation: None

Minutes

The minutes of the Board meeting of December 21, 2009 were approved. (Flavin, Barone; unanimous)

Payroll and Related Expenses

The Payroll and Related Expenses for December 2009 in the amount of \$467,974.71 was approved. (Paulsen, Longo; unanimous)

Warrant #20 dated December 10, 2009 in the amount of \$8,158.42 was approved. (Longo, Paulsen; unanimous)

Warrant #22 dated December 24, 2009 in the amount of \$75,499.14 was approved. (Longo, Barone; unanimous)

Treasurer's Report

The Treasurer's Report for December, 2009 in the amount of \$5,961,601.53 was approved. (Barone, Longo; unanimous)

Schedule of Bills

Trustee, Dennis Flavin, reviewed the January 20, 2010 Schedule of Bills before being presented to the Board for their approval.

The January 20, 2010 Schedule of Bills, Warrant #21, in the amount of \$128,154.20 was approved. (Paulsen, Longo; unanimous)

Administrator's Report

The Board reviewed each of the Administrator's Reports with interest.

To her report Mrs. Willner added the following:

Mrs. Willner indicated that she has not received a report from SCLS on how the State Budget cuts will impact libraries. Library Legislation Day will be held on Tuesday, March 2, 2010. Mrs. Willner and trustees, Marguerite Barone, Carol Paulsen and Dennis Flavin, will be attending Library Legislation Day. They will also be attending a meeting on March 1, 2010 in Albany prior to Library Legislation Day activities.

Mrs. Willner is still working with the graphic artist on developing the new logo for the Performance Garden.

Mrs. Willner indicated that there will be a Staff Recognition Luncheon/Meeting on Friday, February 12, 2010 from 12 noon to 2 p.m.

Mrs. Brand gave a statistical review of the popular service, *Museum Adventure* introduced in 2009.

Department Reports

The Board reviewed all the department statistics with interest.

Old Business

Mrs. Willner indicated that the draft of the proposed 2010/2011 Budget is complete. Mrs. Willner and Mrs. Brand will meet with the Budget Committee on Monday, February 1, 2010 at 3 p.m. to finalize the budget. Robert Winowitch, Dennis Flavin and Marguerite Barone will serve as the Board Committee to review the proposed FY 2010/2011 budget prior to presentation to the entire Board for approval at the February Board meeting.

Mrs. Willner gave an update on the upcoming installation of the Library generator. She indicated that a change order may be forthcoming as power will be shut down for approximately six hours during a period when the Library is closed.

Mrs. Willner presented to the Board the Proposed Schedule/Timetable for the RFID request for purchase (RFP) release and the process for the selection of vendor proposed by Joseph Ford and Associates, Inc. There will be a meeting tomorrow of SCLS and the initial ordering libraries.

Mrs. Willner gave an update on the Performance Garden and discussed in detail the festivities for the ribbon cutting ceremony. A weekend of festivities is planned for May 15th and May 16th. A name has been chosen for the garden, but will not be released until the garden logo is finalized.

New Business

The Board approved the attendance of Lynne Kennedy, Head of Reference Services, and Denise Heid at the 25th Annual Computers in Libraries Conference, April 12-14, 2010 in Arlington, Virginia. (Barone, Longo; unanimous)

The Board approved one night of overnight travel to Albany on March 1, 2010 for Judith Willner, Marguerite Barone, Carol Paulsen and Dennis Flavin for meetings held in advance of and including Library Legislation Day. (Longo, Barone; unanimous)

The Board approved the Personnel Report. (Longo, Barone; unanimous)

Mrs. Willner indicated that negotiations with the Custodial Unit have concluded. It is anticipated that the Custodial MOA will be presented for Board ratification at the February Board Meeting.

The Board adjourned to Executive Session at 8:15 p.m. for the Director's Annual Review. (Flavin, Paulsen; unanimous)

Regular session resumed at 8:40 p.m.

Library Legislation Day will be held on Tuesday, March 2, 2010.

The date for the FY 2010/2011 Budget Vote and Trustee Election is April 13, 2010.

The trustee position held by Diane Longo is up for vote this year. Mrs. Longo will seek re-election.

There will be a Staff Recognition meeting on Friday, February 12, 2010. Mrs. Willner extended an invitation to the Board of Trustees.

The next Board Meeting will be held on Thursday, February 11, 2010 at 7:00 p.m.

Adjournment

The meeting was adjourned at 8:42 p.m.

Respectfully submitted,

Marguerite Barone