

**SACHEM PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
APRIL 15, 2013  
7:00 P.M.**

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

The meeting was called to order at 7:13 p.m.

The meeting began with the salute to the flag.

Marguerite Barone informed the trustees that she would not be available for the April 15, 2013 Board meeting and was formally excused.

The Board accepted the passed Budget Vote and Trustee Election results. (Winowitch, Flavin; unanimous) The Board congratulated Marguerite Barone on her re-election as Library Trustee.

Public Participation: None

**Minutes**

The minutes of the Sachem Public Library Annual Budget Hearing on March 18, 2013 were approved. (Flavin, Winowitch; unanimous)

The minutes of the Regular Board meeting of March 18, 2013 were approved. (Winowitch, Flavin; unanimous)

The minutes of Executive Session of March 18, 2013 were approved. (Flavin, Winowitch; unanimous)

**Payroll and Related Expenses**

The Payroll and Related Expenses for March, 2013 in the amount of \$498,521.09 was approved. (Winowitch, Flavin; unanimous)

Warrant #31 dated March 14, 2013 in the amount of \$12,343.56 was approved. (Flavin, Winowitch; unanimous)

Warrant #33 dated March 28, 2013 in the amount of \$96,271.28 was approved. (Flavin, Winowitch; unanimous)

**Treasurer's Report**

The Treasurer's Report for March, 2013 in the amount of \$5,825,159.46 was approved. (Winowitch, Flavin; unanimous)

**Schedule of Bills**

Trustee, Carol Paulsen, reviewed the April 15, 2013 Schedule of Bills before being presented to the Board for their approval.

The April 15, 2013 Schedule of Bills, Warrant #32, in the amount of \$120,999.79 was approved. (Flavin Winowitch; unanimous)

### **Administrator's Reports**

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

To her report Mrs. Willner added the following:

Congratulations to Marguerite Barone on her re-election as Board Trustee.

District residents cast their ballots, approving the Library Budget by a vote of 378 to 118.

We are working on a proposal to increase the usage of the library generator.

Thanks to all the Library Advocacy days in Albany and the efforts of our state senators, the final New York State Budget restored \$82 million in library funding.

The Library now has a *Pinterest* Page on the Library website.

The new Security company is working out very well.

Mrs. Brand gave a statistical snapshot of the Library on Budget Vote Day. This snapshot included visits to Inside/Out, programs and program attendance, patrons sitting in the library, patron questions and Circulation statistics. These statistics did not include the library's public computers.

### **Department Reports**

The Board reviewed the department statistics with interest.

### **Old Business**

Mrs. Willner gave an update on the Children's Room renovations. All the furniture for the Children's Room is now on order and the carpeting should be arriving in the warehouse shortly. Five companies submitted bids for the contracting/electrical/painting work, but the bids were rejected. A new Request to Bid will be published later this week.

Mrs. Willner indicated that the bids will be opened on Thursday, April 25, 2013. Mrs. Willner asked the Board to schedule a special session to award this bid if all the information is in order. The Board agreed to meet on Friday, April 26, 2013 at 10 a.m. for the sole purpose of awarding the contract.

As a reminder, the Long Island Library Conference will be held at the Melville Marriott on May 2, 2013. Trustees, Carol Paulsen, Marguerite Barone, Diane Longo, Dennis Flavin, and Robert Winowitch will be attending this conference. Mrs. Willner reminded the trustees to be sure to register online using the Library Purchase Order number if they have not already done so.

Mrs. Willner gave an update on the negotiations with the contractual units. A tentative meeting date has been set for May 1, 2013 to begin negotiations with the Full-Time Contractual Units. A date for opening negotiations with the Part-Time Clerical/Page Unit has not yet been set.

### **New Business**

The Disposal of Equipment was approved. (Flavin, Winowitch; unanimous)

The director recommended the following purchases in excess of \$10,000.00 and all at State contract pricing, for the Children's Room:

On the director's recommendation the Board approved labor related to moving and installation of shelving from A.R. Kropp and Sons, LLC in the amount of \$12,215.00. (Winowitch, Flavin; unanimous)

On the director's recommendation the Board approved Baer's Rug and Linoleum Co., Inco to furnish and install carpet in the amount \$50,033.93. (Winowitch, Flavin; unanimous)

On the director's recommendation the Board approved Burgeon Group to design, furnish and install an interactive wall in the amount of \$30,000.00. (Flavin, Winowitch; unanimous)

On the director's recommendation the Board approved MJ Industries c/o A.R. Kropp and Sons, LLC for shelving in the amount of \$30,908.57. (Flavin, Winowitch; unanimous)

On the director's recommendation the Board approved Palmieri Furniture Ltd. c/o A.R. Kropp and Sons, LLC for furniture in the amount of \$95,608.00. (Winowitch, Flavin; unanimous)

On the director's recommendation the Board approved Steelcase c/o Waldner's Business Environment for furniture in the amount of \$11,522.71. (Flavin, Winowitch; unanimous)

On the director's recommendation the Board approved the two-year (seasons) Landscaping Agreement with Louis Barbato Landscaping, Inc., 1600 Railroad Avenue, Holbrook, NY 11741 for a total contract value of \$12,600.00, effective April 16, 2013 through November 30, 2014. The Library is contracted to pay \$6,300.00 each year in equal installments from April through November. (Flavin, Winowitch; unanimous)

There was a discussion on Barcode/Username vs. Barcode/Username and Password for Self-Check. The Board's decision was—no passwords will be required for the Self-Check at this time.

The next Board Meeting will be held on Monday, May 20, 2013 at 7:00 p.m.

### **Adjournment**

The meeting was adjourned at 8:40 p.m.

Respectfully submitted,

Robert Winowitch