

**SACHEM PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
APRIL 18, 2011
3:00 P.M.**

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

The meeting was called to order at 3:12 p.m.

The meeting began with the salute to the flag.

The Board accepted the passed Budget Vote and Trustee Election results. (Flavin, Paulsen; unanimous)

Public Participation: None

Diane Longo, Board President, indicated that trustee, Marguerite Barone, notified her that she would not be able to attend this meeting and Mrs. Longo formally excused her.

Minutes

The minutes of the Sachem Public Library Annual Budget Hearing on March 21, 2011 were approved. (Paulsen, Flavin; unanimous)

The minutes of the Regular Board meeting of March 21, 2011 were approved. (Flavin, Paulsen; unanimous)

The minutes of Executive Session of March 21, 2011 were approved. (Paulsen, Flavin; unanimous)

Payroll and Related Expenses

The Payroll and Related Expenses for March, 2011 in the amount of \$678,702.31 was approved. (Flavin, Paulsen; unanimous)

Warrant #32 dated March 3, 2011 in the amount of \$14,639.45 was approved. (Paulsen, Flavin; unanimous)

Warrant #33 dated March 17, 2011 in the amount of \$68,438.41 was approved. (Flavin, Paulsen; unanimous)

Warrant #35 dated March 31, 2011 in the amount of \$27,661.49 was approved. (Paulsen, Flavin; unanimous)

Treasurer's Report

The Treasurer's Report for March, 2011 in the amount of \$6,050,494.60 was approved. (Flavin, Paulsen; unanimous)

Schedule of Bills

Trustee, Carol Paulsen, reviewed the April 18, 2011 Schedule of Bills before being presented to the Board for their approval.

The April 18, 2011 Schedule of Bills, Warrant #34, in the amount of \$142,272.58 was approved. (Paulsen, Flavin; 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 Robert Winowitch on his re-election as Board Trustee.

A record 458 district residents cast ballots, approving the Library Budget by a vote of 329 to 126.

Audiobook downloads are up in Suffolk Libraries. During 16 consecutive days in March/April SCLS reported over 600 downloads.

In the final State budget library aid was cut by 6.5%. This amount is 3.5% less than originally proposed by the governor which is better than expected.

Mrs. Brand explored the many library organizations to which our library staff belongs.

Department Reports

The Board reviewed the department statistics with interest. It was noted that many statistics are down, but Homebound is up. Mrs. Willner indicated that numbers are down throughout the County.

Conference Reports

The Board reviewed the Computer's in Libraries Conference reports with interest.

Old Business

Mrs. Willner gave an update on the upcoming renovations.

The Board approved the Revised Code of Personal Conduct Policy. (Flavin, Paulsen; unanimous)

The Board approved the Revised Violence in the Workplace Policy. (Paulsen, Flavin; unanimous)

The Board approved the Revised Social Media Policy for Staff. (Flavin, Paulsen; unanimous)

The Board approved the Anti-Harassment Policy, formerly the Sexual and Other Unlawful Harassment Policy. (Paulsen, Flavin; unanimous)

On the director's recommendation the Board approved the attendance of Trustee, Carol Paulsen and Director, Judith Willner at the 2011 LTA Trustee Institute formally the New York State Association of Library Boards (NYSALB) Trustee Institute on April 29-30, 2011 in Albany, New York. (Flavin, Longo; unanimous)

Mrs. Willner gave an update on negotiations with the Full-Time Professional, Full-Time Clerical and Part-Time Clerical/Page contractual units.

As a reminder, the Long Island Library Conference will be held at the Crest Hollow Country Club on May 5, 2011. Trustees, Marguerite Barone and Dennis Flavin will be attending this conference. Diane Longo may attend the conference.

New Business

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

The Personnel Report was approved. (Paulsen, Flavin; unanimous)

Mrs. Willner reported that there are 223 residents following Sachem Library on Facebook.

Mrs. Willner presented an overview of the need for changes in library cards and registration procedures. These items will be discussed in more depth at next month's meeting.

The next Board Meeting will be held on Monday, May 16, 2011 at 7:00 p.m.

Adjournment

The meeting was adjourned at 4:16 p.m.

Respectfully submitted,

Carol Paulsen