

**SACHEM PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
OCTOBER 19, 2015  
7:00 P.M.**

The regular meeting of Sachem Public Library Board of Trustees was attended by Dennis Flavin, Robert Winowitch, Diane Longo, Carol Paulsen, Marguerite Barone, Neely McCahey, Alicja Feitzinger and Sandra Bartalis

The meeting was called to order at 7:09 p.m.

The meeting began with the salute to the flag.

Public Participation: None

**Minutes**

The minutes of the Board meeting of September 21, 2015 were approved. (Flavin, Barone; unanimous)

The minutes of Executive Session of September 21, 2015 were approved. (Paulsen, Winowitch; unanimous)

**Payroll and Related Expenses**

The Payroll and Related Expenses for September 2015 in the amount of \$471,316.24 was approved. (Winowitch, Paulsen; unanimous)

Warrant #10 dated September 9, 2015 in the amount of \$19,011.28 was approved. (Flavin, Barone; unanimous)

Warrant #11 dated September 24, 2015 in the amount of \$110,509.25 was approved. (Barone, Winowitch; unanimous)

The Payroll Summary for September 2015 was approved. (Winowitch, Flavin; unanimous)

**Treasurer's Report**

The Treasurer's Report for September 2015 in the amount of \$5,564,435.15 was approved. (Paulsen, Barone; unanimous)

**Schedule of Bills**

Trustee, Dennis Flavin, reviewed the October 19, 2015 Schedule of Bills before being presented to the Board for their approval.

The October 19, 2015 Schedule of Bills, Warrant #13 in the amount of \$147,652.95 was approved. (Barone, Paulsen; unanimous)

**Administrator's Reports**

The Board reviewed each of the administrator's reports with interest.

Ms. McCahey added the following to her report:

Neely thanked the Board of Trustees and staff members for a warm welcome. She has been busy acquainting herself with staff members, members of the Friends of Sachem and getting familiar with the building operations. She received a letter from Legislator Lindsey kindly congratulating her on her new position at the Sachem Public Library.

A bullet aid check and a pilot payment check have been received.

Ms. McCahey stated there is a Trustee Trainee Workshop at the South Huntington Library on October 29<sup>th</sup>.

The broken and beat up arms on the chairs in the Technology Center are going to be replaced.

Budget requests from the departments are due at the end of this month and planning 2016/2017 budget will begin.

The library is awaiting for two more proposals to restore the chimney at the Historical Society.

Mrs. Feitzinger reviewed our library statistics on cardholders. As of October 14, 2015, 66% of residents in the Sachem School District have a card. A discussion was had about the number of people who visit and read in the library without checking anything out.

### **Department Reports**

The Board reviewed the department statistics with interest.

### **Old Business**

Ms. McCahey gave a status on the generator.

The LED/Parking Lot Lighting will begin in 6-8 weeks. Mr. Flavin requested to improve the lighting near the handicapped parking spaces.

### **New Business**

The Board approved the Disposal of Equipment. (Flavin, Barone; unanimous)

The Board approved the dates for the regular monthly Board of Trustees meetings for 2016 and determination of rotation for monthly signing of bills. (Barone, Flavin; unanimous)

The Board of Trustees would like to be notified of who is the manager in charge of when the Director and Assistant Director are out of the building.

The next regular Board Meeting will be held on Monday, November 16, 2015 at 7:00 p.m.

### **Adjournment**

The meeting adjourned at 7:50 p.m.

Respectfully submitted,

Carol Paulsen