

**SACHEM PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
OCTOBER 20, 2014  
7:00 P.M.**

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

The meeting was called to order at 7:00 p.m.

The meeting began with the salute to the flag.

Public Participation: None

**Minutes**

The minutes of the Board meeting of September 15, 2014 were approved. (Flavin, Barone; unanimous)

The minutes of the Special Board meeting on September 25, 2014 were approved. (Barone, Flavin; unanimous)

**Payroll and Related Expenses**

The Payroll and Related Expenses for September 2014 in the amount of \$745,317.41 was approved. (Flavin, Barone; unanimous)

Warrant #10 dated September 11, 2014 in the amount of \$178,508.64 was approved. (Flavin, Barone; unanimous)

Warrant #12 dated September 25, 2014 in the amount of \$108,575.26 was approved. (Paulsen, Winowitch; unanimous)

The Payroll Summary for September 2014 was approved. (Barone, Longo; unanimous)

**Treasurer's Report**

The Treasurer's Report for September 2014 in the amount of \$5,429,061.07 was approved. (Flavin, Longo; unanimous)

**Schedule of Bills**

Trustee, Marguerite Barone, reviewed the October 20, 2014 Schedule of Bills before being presented to the Board for their approval.

The October 20, 2014 Schedule of Bills, Warrant #11, in the amount of \$263,156.73 was approved. (Longo, Paulsen; unanimous)

## **Administrator's Reports**

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

Mrs. Willner added the following to her report:

Mrs. Willner welcomed Alicja Feitzinger as the new Assistant Library Director and wished her many happy and fulfilling years as a member of the Sachem family.

The PALS budget was approved by the PALS Executive Board meeting and has been sent to the PALS Directors for final approval.

Mrs. Willner reported that on December 9, 2014 the PALS consortium will be migrating to Innovative's Sierra user model. The ILS will be down on December 8, 2014. Residents will be able to check out materials in the Library, but services from home will not be available on the 8<sup>th</sup>. This will be advertised in the Library Newsletter.

Mrs. Willner indicated this year's Fall Festival was a tremendous success a record 8,270 residents attended this annual tradition. Mrs. Willner thanked staff in all departments for making this a spectacular Fall Festival.

The SCLS Construction Grant Committee has reviewed our application for a New York State Construction grant and recommended we receive \$20,000.00 toward our solar voltaic project.

The new acoustical ceiling in the rotunda is now complete and artist/sculptor Slim Cook has refurbished and reinstalled our beautiful mobile.

The parking lot project is still on track, but will not begin until the Spring.

Mrs. Feitzinger reported on her first month as new Assistant Library Director and was grateful to all for such a warm welcome.

In her report she also reported that the Digital Bookmobile sponsored by Overdrive was at the Library on Saturday, October 4, 2014 and attracted 113 patrons in spite of the inclement weather. On the same day 27 children attended a Minecraft Party.

In October the Library launched a new digital downloading service—Hoopla. Our first training class on Hoopla was filled to capacity with more sessions scheduled. Over 142 accounts were opened already.

Mrs. Feitzinger along with five department heads attended an all-day, hands-on workshop, *Lead the Change*, sponsored by the Library Journal.

## **Department Reports**

The Board reviewed the department statistics with interest.

Mrs. Willner indicated that the door count statistics did not reflect part of the count for the Fall Festival. Next month's report will reflect the revised count. She also indicated that some adult and children's program statistics were not included and the revised count will also appear in next month's report.

## **Conference Reports**

The Association for Library Service to Children (ALSC) Institute report was read.

---

## **Old Business**

The Board approved the Revised By-Laws. (Flavin, Longo; unanimous)

Mrs. Willner gave a status report on the renovations in the building in her Director's Report.

**New Business**

The SCLS Draft Proposed 2015 Budget was presented to the Board for review. The Board will vote on the final version of this budget at the November Board meeting.

The proposed 2015 SCLS Budget reflects a .8% increase in contribution from the Sachem Public Library for Member Library Support Services.

The Board approved the Sachem Public Library Closings for 2015. (Flavin, Longo; unanimous)

The Board approved the dates for the regular monthly Board of Trustees meetings for 2015 and determination of rotation for monthly signing of bills. (Longo, Paulsen; unanimous)

On the director's recommendation the Board accepted the proposal of Nawrocki, Smith LLP for auditing services for calendar years 2015-2017, including audits for fiscal years 2014/2015, 2015/2016, and 2016/2017. The total price for each year will be: Calendar year 2015 (including 2014/2015 audit), \$14,750.00; Calendar year 2016 (including 2015/2016 audit), \$14,750.00; Calendar year 2017 (including 2016/2017 audit), \$15,500.00. (Barone, Flavin; unanimous).

There was a discussion on the Historical Society Building and possible repairs.

The Holiday Open House for Staff will be held on Wednesday, December 3, 2014 during breaks and lunch hours.

The next regular Board Meeting will be held on Monday, November 17, 2014 at 7:00 p.m.

**Adjournment**

The meeting adjourned at 8:17 p.m.

Respectfully submitted,

Marguerite Barone