

**SACHEM PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
AUGUST 15, 2016
7:00 P.M.**

The regular meeting of Sachus Public Library Board of Trustees was attended by Marguerite Barone, Dennis Flavin, Carol Paulsen, Robert Winowitch, Neely McCahey, and Sandra Bartalis.

The meeting was called to order at 7:03 p.m.

The meeting began with the salute to the flag.

Diane Longo and Alicja Feitzinger informed the trustees that they would not be available for the August 15, 2016 Board meeting and were formally excused.

Public Participation: None

Minutes

The minutes of the Board meeting of July 18, 2016 were approved. (Flavin, Paulsen; unanimous)

Payroll and Related Expenses

The Payroll and Related Expenses for July 2016 in the amount of \$499,816.44 was approved. (Flavin, Winowitch; unanimous)

Warrant #2 dated July 1, 2016 in the amount of \$11,643.90 was approved. (Paulsen, Flavin; unanimous)

Warrant #3 dated July 14, 2016 in the amount of \$110,459.37 was approved. (Winowitch, Flavin; unanimous)

Warrant #5 dated July 28, 2016 in the amount of \$22,631.72 was approved. (Paulsen, Flavin; unanimous)

Payroll Summary

The July 2016 Payroll Summary was approved. (Flavin, Winowitch; unanimous)

Treasurer's Report

The Treasurer's Report for July 2016 in the amount of \$6,090,436.40 was approved. (Winowitch, Flavin; unanimous)

Schedule of Bills

Trustee, Diane Longo, reviewed the August 15, 2016 Schedule of Bills before being presented to the Board for their approval.

The August 15, 2016 Schedule of Bills, Warrant #4, in the amount of \$188,106.73 was approved. (Flavin, Winowitch; unanimous)

Administrator's Report

The Board reviewed the director's report with interest.

To her report, Ms. McCahey added the following:

Ms. McCahey distributed a limited time only Sachem Public Library card. The new design is a circle shape. Patrons can utilize it on their key chains, in their wallets or take a picture of it and use with an app on their phones. The library card will roll out in September for Library Sign-up Month. Senator Boyle confirmed that Sachem Public Library will be receiving \$20,000 in bullet aid within the next couple of weeks. Senator Boyle will be appearing for a 1-on-1 with constituents at library on Thursday, August 18, 2016. Ms. McCahey stated community members filled out a survey of technology they would like to see in the library. The results show that the Studio Team (formerly the Maker Space Team) is heading in the right direction with ideas they have been brainstorming to meet the requests of community members. The State Auditors have been conducting their audit at the library and will most likely be done with their investigation in 4-6 weeks. Mrs. Barone asked how the response from the Pub Fiction outreach program was. Ms. McCahey stated the venue where the program was to take place did not advertise the event at their location. The librarians plan on marketing the program differently and have dates set up monthly with the exception of December. The teens have grown a very nice variety of herbs and vegetables on the patio. They will donate the harvest to a local food pantry. Mr. Winowitch suggested to join a Farm Share program within the community.

Department Reports

The Board reviewed the department statistics with interest.

Old Business

Ms. McCahey gave an update on the building projects:

The Handicapped Lighting is complete. The Boiler and Indoor Lighting project paperwork has been misplaced by the State. The process is now taking longer than expected to begin.

Ms. McCahey gave an update on the negotiations. On the director's recommendation the Board approved the ratified MOA between the Library and the Professional Unit. The contract covers the period of July 1, 2016 through June 30, 2019. (Winowitch, Paulsen; unanimous)

New Business

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

On the director's recommendation the Board approved the purchase of a Historical Copper Beech Wood for display in the Local History Room from *Flowers by Virginia*, 279 Lake Shore Road, Ronkonkoma, NY 11779. The price will not exceed \$150.00. (Winowitch, Paulsen; unanimous)

On the director's recommendation the Board confirmed the motion to award the contract to Horizon Tek and GovConnection, Inc. with a purchase price for the storage unit and servers not to exceed \$40,000. The server was approved in the 2016/2017 budget as part of the Computer Equipment budget line and was purchased under New York State contract pricing. . (Flavin, Paulsen; unanimous)

The Board approved the Personnel Report. (Flavin, Winowitch; unanimous)

The Board reviewed the following *other* business:

Mrs. Barone read a letter addressed to the Board from a neighbor of the library who is requesting a permit to allow construction on their property. If any objections to the permit a representative from the Library should appear at the Town Hall. The Board has no objections. Ms. McCahey will follow up with the neighbor.

Long Island Cares, Inc. received 165 pounds of pet food donations from the Sachem Public Library.

The Suffolk County Legislative Breakfast will be held on September 16, 2016, Longwood Public Library.

The next Board Meeting will be held on Monday, September 19, 2016 at 7:00 p.m.

The PLDA Golf Fundraiser and Dinner will be held at Great Rock Country Club on Thursday, September 22, 2016.

Adjournment

The meeting was adjourned at 8:02 p.m.

Respectfully submitted,

Dennis Flavin