

**SACHEM PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
DECEMBER 17, 2018
7:00 P.M.**

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

The meeting was called to order at 7:06 p.m.

The meeting began with the salute to the flag.

The Board adopted the agenda. (Winowitch, Barone; unanimous)

Public Participation: None

Minutes

The minutes of the Board meeting of November 19, 2018 were approved. (Flavin, Longo; unanimous)

Payroll and Related Expenses

The Payroll and Related Expenses for November 2018 for \$1,410,378.73 was approved. (Barone, Longo; unanimous)

Warrant #16 dated November 1, 2018 for \$21,914.97 was approved. (Paulsen, Winowitch; unanimous)

Warrant #17 dated November 15, 2018 for \$829,215.79 was approved. (Barone, Longo; unanimous)

Warrant #18 dated November 29, 2018 for \$22,291.04 was approved. (Paulsen, Winowitch; unanimous)

The Payroll Summary for November 2018 was approved. (Longo, Barone; unanimous)

Treasurer's Report

The Treasurer's Report for November 2018 for \$5,879,190.66 was approved. (Paulsen, Winowitch; unanimous)

Schedule of Bills

Trustee, Robert Winowitch, reviewed the December 17, 2018 Schedule of Bills before being presented to the Board for their approval.

The December 17, 2018 Schedule of Bills, Warrant #19, for \$155,002.61 was approved. (Winowitch, Longo; unanimous)

Administrator's Reports

To her report, Ms. McCahey added the following:

Ms. McCahey explained to the Board that the Treasurer's report would include three accounts going forward. Schem Public Library is now lending out the Roku streaming devices. They are in high demand and the Reference department is thinking of adding additional devices for community members to borrow. The Garden of Lights opening reception was on Saturday, December 15, 2018. It was a huge success bringing 2,000 community members to the library to view the lights, listen to the youth orchestras and make crafts. Ms. McCahey and the Board thanked the staff and the youth volunteers for all their efforts in executing the Holiday event. Ms. McCahey recapped on the progress of the three-year plan. She is so proud of the all staff members.

Mrs. Feitzinger reported to the Board about staff engagement. On Wednesday, December 5th Schem Public Library celebrated its 9th annual Staff Recognition Day. In addition to the customary table and room decorations, posters with names of members of all teams and committees were displayed around the room. The number of employees participating in special projects is growing. Now there are 18 active teams with 41 employees participating. In comparison, in 2015 there were 7 teams with 25 employees participating.

Department Reports

The statistics were analyzed and discussed.

SCLS Board Report

Marguerite Barone, a member of the Board of Trustees at the Suffolk Cooperative Library System reported to the Board the following:

SCLS is still waiting for the final tally of votes from the SCLS proposed budget. Mrs. Barone stated there is a new service to analyze the sources of news articles. NewsGuard uses journalism to fight false news, misinformation, and disinformation. Trained analysts, who are experienced journalists, research online news brands to help readers and viewers know which ones are trying to do legitimate journalism—and which are not. The goal is to give everyone the information they need to be informed about which news sources they can rely on through a rating system. SCLS is working together with Stony Brook University on training with the opioid epidemic. The solar carport project been completed.

Old Business

Nothing to report

New Business

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

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

The Board adjourned into Executive Session at 7:54 p.m. (Flavin, Barone; unanimous)

Regular Session resumed at 8:07 p.m.

Mrs. Barone and Mrs. Paulsen informed the Board that they will not be present for the January 22, 2019 Board Meeting.

The next Board Meeting will be Tuesday, January 22, 2019 at 7:00 p.m.

Library Advocacy Day will be on February 26 and February 27, 2018.

Adjournment

The meeting was adjourned at 8:38 p.m.

Respectfully submitted,

Diane Longo