

**SACHEM PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
JANUARY 21, 2020  
7:00 P.M.**

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

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

The meeting began with the salute to the flag.

Sachus Public Library held a moment was silence for Library Trustee, Carol Paulsen.

Public participation were volunteers that participated in the Winter Wonderland Holiday Lights Display. Ms. McCahey presented the individuals of the group with certificates of excellence for outstanding performance. The Board thanked all who participated in the event.

Librarians Chris DeCristofaro and Anthony Bliss from the Studio Department presented to the Board of Trustee an update on the Studio technology, services and programming offered to community members. Technology keeps evolving and so will the Studio. The Board thanked Chris and Anthony for their hard work and appreciated all that they do with the department.

The Board adopted of the Agenda. (Longo, Flavin; unanimous)

**Minutes**

The minutes from the Board meeting of December 16, 2019 were approved. (Barone, Winowitch; unanimous)

The minutes of the Executive Session of the December 16, 2019 Board meeting were approved. (Longo, Flavin; unanimous)

**Payroll and Related Expenses**

The Payroll and Related Expenses for December 2019 in the amount of \$549,994.65 was approved. (Longo, Flavin; unanimous)

Warrant #20 dated December 12, 2019 in the amount of \$18,945.15 was approved. (Longo, Barone; unanimous)

Warrant #21 dated December 26, 2019 in the amount of \$138,492.08 was approved. (Barone, Longo; unanimous)

The Payroll Summary for December 2019 was approved. (Flavin, Barone; unanimous)

## **Treasurer's Report**

The Treasurer's Report for December 2019 in the amount of \$6,211,556.33 was approved. (Barone, Longo; unanimous)

## **Schedule of Bills**

Trustee, Robert Winowitch, reviewed the January 21, 2020 Schedule of Bills before being presented to the Board for their approval.

The January 21, 2020 Schedule of Bills, Warrant #23, in the amount of \$148,234.43 was approved. (Flavin, Longo; unanimous)

## **Administrator's Reports**

To her report, Ms. McCahey added the following:

Ms. McCahey reported to the Board that the Suffolk Library Empowering Discovery (SLED) bus had visited Sachem Public Library. It is a mobile library filled with technology and books that will coordinate with libraries at future events. Ms. McCahey is happy to report that a Social Worker Program will be added to one of the many services that the library offers. This service will roll out in the Fall of 2020. Megan McGinnis will be the program coordinator of the initiative. Sachem Public Library supported the DEZY Strong Foundation by wearing blue. On Thursdays, the School District wears blue in honor of Coach DiStefano who is currently battling cancer. Sachem School District has nominated the library a SCOPE award for Community Service. The presentation will be at Villa Lombardi's in March. The Ronkonkoma Hub wants our welcome packets. They are also requesting Sachem Public Library into their building to do programming. The Farmingville Chamber of Commerce is growing to up to 100 members and has won the Bethpage's Best of Long Island Chambers of Commerce. The Holbrook Chamber of Commerce will be doing a fundraiser on January 31, 2020 at the Country Club to raise money for holiday lights on their street light posts.

Mrs. Feitzinger said good-bye to the Board of Trustees. She expressed that it was a great opportunity to work at the Sachem Public Library and it was a pleasure working with an exceptional Board of Trustees. The Board wished her well in her retirement.

## **Department Reports**

The statistics were reviewed with interest. The report indicated a year-to-year analysis. After comparing 2018 yearly stats to 2019 yearly stats. It has come to the attention that the stat numbers need to be reworked. Ms. McCahey will discuss the change at the next Managers Meeting. The Board reviewed three new department reports, which were the Teen Center Computer Usage, Patron Assistance, and the Technology Center Computer Usage.

## **SCLS Board Report**

Marguerite Barone, a member of the Board of Trustees at the Suffolk Cooperative Library System reported to the Board of SCLS new members of the Board. She also informed the Board that the SLED was paid out of the 2019 budget for approximately \$400,000. The budget vote passed; 52- 0.

## **Old Business**

The Board approved the Revised Public Behavior in the Library Policy. (Winowitch, Flavin; unanimous)

## **New Business**

The Board adopted with changes the legal notice for the FY 2020/2021 Budget Vote and Trustee Election on April 7, 2020. (Flavin, Barone; unanimous). There will two vacant trustee positions on the legal notice.

On the Director's recommendation, the Board approved the purchase 16 Lenovo ThinkPad P53s -15.6"- Core i7, 16 GB Ram – Laptops from CDW-G at 200 N. Milwaukee Avenue, Vernon Hills, IL 60061, in the amount of \$23,679.84. The laptops will be purchased under New York State contract pricing. (Barone, Longo; unanimous)

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

The Board approved one night of overnight travel to Albany on February 24, 2020 for Neely McCahey, Kristen Stroh, Amy Johnston, Kelly Sulima and Alexandra Mercado for meetings being held in advance of Library Advocacy Day activities on February 25, 2020. (Longo, Winowitch; unanimous)

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

The Board adjourned into Executive Session at 9:01 p.m. to discuss the appointment of a particular person. (Longo, Barone; unanimous)

Regular Session resumed at 9:32 p.m.

The next Board Meeting will be Thursday, February 13, 2020.

The Director reminded the Board that Library Advocacy Day will be on February 25 2020.

The Long Island Library Conference will be held on Thursday, May 14, 2020 in Melville, New York.

**Correspondence**

Mr. Winowitch read a thank you note from the Sachem North PPS team and staff.

**Adjournment**

The meeting was adjourned at 9:34 p.m.

Respectfully submitted,

Marguerite Barone