

**SACHEM PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
June 18, 2024  
3:00 P.M.**

The regular meeting of Sachem Public Library Board of Trustees was attended by Thomas Lohr, Robert Winowitch, Diane Longo, Marguerite Barone, Susan Tychnowicz, Neely McCahey, Kristen Stroh and Sandra Bartalis.

The Board members previewed the board meeting items on the agenda electronically prior to the meeting. Trustee Diane Longo reviewed all warrants with the Director before having them presented to the Board for their approval.

Before the meeting the Director, Board of Trustees and Librarian III Laura Panter, Head of Teen Services presented a certificate of recognition to Aiden Motz as the Best Award Winner. Aiden has been a coordinator for different teen library programs such as tabletop gaming and trivia, as well as a volunteer for the outreach.

The meeting was called to order at 3:25 p.m.

The meeting began with a pledge of allegiance.

The Board adopted the agenda. (Tychnowicz, Longo; unanimous)

**Minutes**

The Board approved the minutes of the Regular Board Meeting on May 21, 2024. (Longo, Barone; unanimous)

The minutes of an Executive Session on May 21, 2024 were approved. (Barone, Winowitch; unanimous)

**Treasurer's Report**

The Treasurer's Report for May 2024 in the amount of \$6,920,083.05 was approved. (Winowitch, Lohr; unanimous)

**Payroll and Related Expenses**

The Payroll and Related Expenses for May 2024 in the amount of \$644,976.24 were approved. (Lohr, Tychnowicz; unanimous)

Payroll Warrant #38 dated May 9, 2024 in the amount of \$159,946.52 was approved. (Tychnowicz, Longo; unanimous)

Payroll Warrant #40 dated May 23, 2024 in the amount of \$76,388.43 was approved. (Longo, Barone; unanimous)

The May 2024 Payroll Summary was approved. (Barone, Winowitch; unanimous)

### **Schedule of Bills**

The June 18, 2024 Schedule of Bills, warrant #39 in the amount of \$272,102.98 was approved. (Winowitch, Lohr; unanimous)

### **Director's Report**

The Board reviewed the Director's report with interest. Ms. McCahey reported to the Board that the Children's department have done a wonderful job with this year's Summer Reading Club video using Sachem library's mascot Chippy. Ms. McCahey played the Summer Reading Club video that has been presented to all the elementary students in the district. Ms. McCahey stated that the Think Tank Team is aiming to develop an adult reading club that will run throughout the year. Ms. McCahey gave an update on building renovations. The installation of the glass roof and landscape lighting for the front entrance will begin in the near future. She also reported to the Board that coping located near the front entrance is of need of repair. The water bottle refill stations will be repaired, but in the future the stations will require replacement due to parts becoming discontinued.

### **Quarterly Sustainability Report**

Mrs. Stroh reported to the Board about the Quarterly Sustainability Report. She reported on the library's sustainability features, including a bike repair station. She also informed the Board that the Friends of Sachem Library agreed to share the expenses on upgraded benches. The new benches are eco-friendly and will cost half the price of the current benches.

### **Library Statistics**

The Board reviewed all the library statistics with interest. Administration pointed out that the number of library cards has risen as a result of distributing library card to all teachers in the district.

### **SCLS Board Report**

Mrs. Tychnowicz reported to the Board that the SCLS held their monthly Board meeting at Sachem Public Library. She thanked Ms. McCahey and Mrs. Stroh for hosting a successful library tour, and expresses gratitude toward Mr. Lohr and Mr. Winowitch's attendance. She discussed retirements and personnel changes at SCLS. She said that SCLS has discounted tickets for Adventureland and Adventure Park. She informed the Board that there will be no August meeting.

### **Old Business**

The Board approved the Indoor Air Quality Management Policy. (Longo, Barone; unanimous)

The Board approved the Credit Card Usage Policy. (Barone, Winowitch; unanimous)

**New Business**

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

On the Director’s recommendation the Board approved payments to All Island Fence and Railing at 1320 Motor Parkway in Islandia, NY 11749 to be paid with the first check run at the beginning of the month (June 2024). Payments of \$5,000.00 and \$1,850.00 are the required deposits to start the orders. (Tychnowicz, Longo; unanimous)

On the Director’s recommendation the Board approved the purchase to Faronics at 5506 Sunsol Blvd in Pleasanton, CA 94566 in the amount of \$12,155.66. The computer software of Deep Freeze Cloud Premium subscription to begin on August 1, 2024 for a one-year term. (Longo, Barone; unanimous)

**Other**

The next Board Meeting will be held on Tuesday, July 16, 2024 at 3:00 p.m.

**Executive Session**

The Board adjourned into Executive Session at 4:22 p.m. to discuss collective negotiations pursuant to article fourteen of the Civil Service Law. (Longo, Barone; unanimous)

Regular Session resumed at 5:06 p.m.

**Personnel Report**

The Personnel Report was approved. (Tychnowicz, Lohr; unanimous)

The Non-Affiliated Staff Personnel Report was approved. (Winowitch, Barone; unanimous)

**Adjournment**

The meeting was adjourned at 5:07 p.m. (Barone, Tychnowicz; unanimous)

Respectfully submitted,

Diane Longo