

# **Commack Public Library Board of Trustees**

## **Minutes**

**November 15, 2016**

Present: Mr. Elvezio, Mr. Emsig, Mr. Fitzgerald, Mr. Gonzalez (tardy with prior excuse), Mr. Hartman and Ms. Rosenthal

Guests: Ms. Caldararo, Commack Public Library staff member  
Mr. Meyer, Commack Public Library staff member  
Mr. Christopher Sepp, Beatty Harvey Coco Architects LLC  
Mr. Nick Amoruso, SCC Construction Management Corp.  
Mr. Robert Caliendo, SCC Construction Management Corp.  
Mr. Martin Dar Conte, SCC Construction Management Corp.

Mr. Hartman called the meeting to order at 7:30 p.m.

The Pledge of Allegiance was recited.

Mr. Fitzgerald moved that the minutes of the regular meeting of October 19, 2016 and the special meeting of November 7, 2016 be approved as presented. Mr. Elvezio seconded. Carried unanimously.

Mr. Emsig moved that the Financial Report be accepted as presented. Mr. Elvezio seconded. Carried unanimously.

Mr. Fitzgerald moved that the Treasurer's Report be accepted as presented. Mr. Emsig seconded. Carried unanimously.

Mr. Elvezio moved that the schedule of bills in the sums of \$10,499.84 and \$298,472.23 be paid as presented. Mr. Fitzgerald seconded. Carried unanimously.

Mr. Fitzgerald moved that the Director's Report be approved as presented. Mr. Emsig seconded. Carried unanimously.

Mr. Gonzalez arrived at 8:01 p.m.

Mr. Gonzalez moved that the following additional bills be paid as presented:

Payrolls: \$83,473.07

\$80,550.86

Employee Benefits: \$41,895.90

Capital Improvement: \$93,455.83

Director's Discretionary: \$1,259.00

Mr. Elvezio seconded. Carried unanimously.

Mr. Fitzgerald moved the following resolution:

Upon recommendation of the Library's Architect and Construction Manager, it is hereby resolved that the following bidders are awarded contracts as the lowest responsible bidders for the respective contracts:

Stalco Construction

Roland's Electric Inc. (electric)

Hirsch & Co. LLC (plumbing)

D & S Mechanical (HVAC)

Country Carpet (flooring)

Mr. Emsig seconded. Carried unanimously.

Mr. Gonzalez moved the following resolution:

It is hereby resolved that the Board of Trustees authorizes the Library Director to accept and approve change orders for the Library's renovation project up to the sum of \$10,000.00 for each change order. Change orders for a greater sum are subject to Board approval. Mr. Elvezio seconded. Carried unanimously.

Mr. Gonzalez moved that Sean Breen be appointed to the position of part-time guard for 26 hours at an hourly rate of \$22.00, effective November 21, 2016. Mr. Elvezio seconded. Carried unanimously.

Mr. Gonzalez moved that Matthew Keltos be appointed to the position of part-time page at an hourly rate of \$9.00 per hour, effective November 1, 2016. Mr. Fitzgerald seconded. Carried unanimously.

Mr. Elvezio moved that Theresa McFall be authorized to attend the Long Island GFOA Holiday Seminar on Dec 8, 2016 in East Islip, N.Y. at a cost not to exceed \$85.00 plus mileage. Mr. Emsig seconded. Carried unanimously.

Mr. Gonzalez moved that the Director be authorized to purchase one Lenovo Z70-80, 80 FG-17.3”-Core i7 5500U, 16 GB RAM- 1TB Hybrid Drive at a cost not to exceed \$1,014.97 including shipping. Mr. Emsig seconded. Carried unanimously.

Mr. Gonzalez moved that the Commack Public Library Board of Trustees vote in the affirmative for David Clemens for the Suffolk Cooperative Library System Board to fill a term beginning January 4, 2017 – December 31, 2019. Mr. Emsig seconded. Carried unanimously.

Mr. Fitzgerald moved that the Commack Public Library Board of Trustees votes in the affirmative for the 2017 Proposed Budget of the Suffolk Cooperative Library System. Mr. Emsig seconded. Carried unanimously.

The date and time of next regular meeting is Tuesday, December 20, 2016 at 7:30 p.m. at Temple Beth David, 100 Hauppauge Road, Commack.

Mr. Gonzalez moved to adjourn the meeting at 8:58 p.m. Mr. Emsig seconded. Carried unanimously.

Respectfully submitted,

Laurie Rosenthal

Director