

Commack Public Library Board of Trustees

Minutes

December 18, 2013

Present: Mr. Emsig, Mr. Elvezio, Mr. Fitzgerald, Mr. Hartman and Ms. Pastore

Absent: Mr. Gonzalez, with prior excuse

Guests: Ms. Caldararo, Commack Public Library staff member

Mr. Robert Cohen, Esq.

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

The Pledge of Allegiance was recited.

Mr. Emsig moved that executive session be taken out of order and be entered into immediately to discuss a personnel matter and contract negotiations. Mr. Fitzgerald seconded. Carried unanimously.

Mr. Fitzgerald moved to adjourn executive session at 8:31 p.m. Mr. Emsig seconded. Carried unanimously.

Mr. Elvezio moved that the minutes of the November 20, 2013 meeting be approved as presented. Mr. Emsig seconded. Carried unanimously.

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

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

Mr. Fitzgerald moved that the schedule of bills in the sums of \$9,930.16 and \$40,527.73 be paid as presented. Mr. Elvezio seconded. Carried unanimously.

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

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

Capital Fund \$94.21

Directors Discretionary \$416.67

Employee Benefits \$38,341.68

Payroll \$70,243.06

\$74,350.31

Mr. Elvezio seconded. Carried unanimously.

Mr. Emsig moved that Joanne Kelleher be authorized to attend the Public Library Association Conference being held in Indianapolis, Indiana from March 11-15, 2014 based on the guidelines established in the Commack Public Library Board of Trustee bylaws. Reimbursement for registration, travel, lodging, meals and other projected expenses to be submitted at the February Board meeting for authorization. Mr. Fitzgerald seconded. Carried unanimously.

Mr. Fitzgerald moved that Lisa Palmieri be appointed to the position of full-time library processing clerk at an annual salary of \$36,327.00, partially filling the vacancies created by the retirements of Helene Chaim (full-time), Jennifer Castelli (part-time) and the passing of Gloria Krasowitz (part-time), effective February 1, 2014. Mr. Emsig seconded. Carried unanimously.

Mr. Emsig moved that the following obsolete equipment or equipment that cannot be repaired be disposed of properly:

Type: 2008 DLP Projector
Make: Infocus
Model: IN2104
S/N: AZGB8430044

Type: 2005 Printer
Make: HP
Model: Deskjet 5940
S/N: CN58AITIY9

Type: 2003 Monitor
Make: Dell
Model: E151FPp
S/N: CN-06R644-47804-33F-N4Z4

Mr. Elvezio seconded. Carried unanimously.

The next regular meeting is scheduled for Wednesday, January 15, 2014 at 7:30 p.m.

Mr. Fitzgerald moved to adjourn the meeting at 9:12 p.m. Mr. Emsig seconded.
Carried unanimously.

Respectfully submitted,

Laurie Pastore