

**Commack Public Library Board of Trustees  
Minutes  
December 18, 2014**

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

Absent: Mr. Gonzalez, with prior excuse

Guest: Ms. Caldararo, Commack Public Library staff member  
Ms. Libby Post, Communication Services(via Skype)  
Ms. Camille Savino Koorey, CJ2 Communication Strategies  
Ms. Judith R. White, CJ2 Communication Strategies

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 November 17, 2014 meeting be approved as presented. Mr. Elvezio seconded. Carried unanimously.

Mr. Fitzgerald moved that the Board enter into executive session at 7:34 p.m. to discuss collective bargaining negotiations pursuant to article fourteen of the civil service law and to discuss the employment history of a particular person or matter regarding the employment of a particular person. Mr. Elvezio seconded. Carried unanimously.

Mr. Emsig moved that the Board enter back into regular session at 7:45 p.m. Mr. Fitzgerald seconded. Carried unanimously.

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

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

Mr. Emsig moved that the schedule of bills in the sums of \$3,762.06 and \$38,318.23 be paid as presented. Mr. Elvezio seconded. Carried unanimously.

Mr. Elvezio moved the Directors report be approved. Mr. Emsig seconded. Carried unanimously.

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

Employee Benefits \$39,822.30  
Director's Discretionary \$500.00  
Payrolls \$73,419.00  
\$70,575.06

Mr. Elvezio seconded. Carried unanimously.

Mr. Elvezio moved that the following inoperable or obsolete equipment be disposed of properly due to a power supply board failure:

Dell 17" monitor  
M/N: E177FPb  
S/N: CN-OUH572-46633-763-61LU

Mr. Emsig seconded. Carried unanimously.

Mr. Fitzgerald moved the following resolution:

BE IT RESOLVED, upon the recommendation of Robert Cohen, Esq. and the library director Laurie Pastore Rosenthal it is hereby resolved the Board of Trustees ratify and approve the memorandum of agreement by and between the Commack Public Library and UPSEU. Mr. Emsig seconded. Carried unanimously.

Mr. Fitzgerald moved that Laura Miele, part-time library clerk be granted a leave of absence without pay effective December 8, 2014.

Mr. Elvezio seconded. Carried unanimously.

Mr. Elvezio moved that Marilyn Thaens be temporarily removed from the substitute clerk list, effective December 18, 2014. Mr. Emsig seconded. Carried unanimously.

Mr. Fitzgerald moved that the starting salary for a substitute library clerk be set at \$12.20 an hour, effective December 18, 2014. Mr. Elvezio seconded. Carried unanimously.

Mr. Emsig moved that the starting salary for a substitute custodian be set at \$12.00 an hour, effective December 18, 2014. Mr. Elvezio seconded. Carried unanimously.

Mr. Fitzgerald moved that Barbara Young be appointed as a substitute library clerk at an hourly salary of \$12.20, effective December 18, 2014. Mr. Emsig seconded. Carried unanimously.

Mr. Elvezio moved that any substitute library clerk currently on payroll be granted a .04¢ per hour increase, effective December 18, 2014. Mr. Fitzgerald seconded. Carried unanimously.

Mr. Fitzgerald moved that any substitute custodian currently on payroll be granted a .02¢ per hour increase, effective December 18, 2014. Mr. Emsig seconded. Carried unanimously.

Mr. Fitzgerald moved the following resolution:

BE IT RESOLVED, that the following employees, (Laurie Pastore Rosenthal, Elizabeth Caldararo, Theresa Mc Fall and Demian Meyer) shall continue to contribute 15% of their health insurance premiums and the Library shall continue to contribute 85% of the premium, effective July 1, 2014. Mr. Elvezio seconded. Carried unanimously.

Mr. Elvezio moved that Theresa McFall be paid at an annual salary of \$82,401.87, effective July 1, 2014. Mr. Emsig seconded. Carried unanimously.

Mr. Elvezio moved that Elizabeth Caldararo be paid at an annual salary of \$90,836.25, effective July 1, 2014. Mr. Fitzgerald seconded. Carried unanimously.

Mr. Emsig moved that Demian Meyer be paid at an annual salary of \$94,464.90, effective July 1, 2014. Mr. Elvezio seconded. Carried unanimously.

Mr. Emsig moved that Laurie Pastore Rosenthal, library director, be paid at an annual salary of \$143,000.00 effective July 1, 2014. Mr. Elvezio seconded. Carried unanimously.

Mr. Fitzgerald moved that the Board approve the Whistleblower Policy as presented and it is further resolved the Board of Trustees waives a second reading

of this policy and makes it effective immediately. Mr. Emsig seconded. Carried unanimously.

Mr. Elvezio moved that the Board approve the Conflict of Interest Policy and waives a second reading of this policy and makes it effective immediately. Mr. Emsig seconded. Carried unanimously.

Mr. Fitzgerald moved that the Commack Public Library Board of Trustees commit to participating in the coordinated order for telecommunication services with the Suffolk Cooperative Library System at a cost of no more than \$10,860.00 and agrees to have SCLS represent the Commack Public Library in negotiating and signing a final agreement for services. Mr. Elvezio seconded. Carried unanimously.

Mr. Emsig moved that the Director be authorized to proceed with the purchase of a double-sided full-color weatherproof LED sign (15mm pitch LED module, Bluetooth wireless) at a cost not to exceed \$19,900.00. Mr. Elvezio seconded. Carried unanimously.

Mr. Elvezio moved that the Director be authorized to hire a public relations firm at a cost not to exceed \$20,000.00 after receiving at least two proposals. Mr. Fitzgerald seconded. Carried unanimously.

Judy White and Camille Savino Koorey of CJ2 Communication Strategies were on hand to be interviewed by the board and director and Libby Post of Communication Services was interviewed via Skype.

Mr. Fitzgerald moved the director be authorized to hire and engage CJ2 Communications at a cost not to exceed \$20,000.00. Mr. Emsig seconded. Carried unanimously.

The next regular meeting is scheduled for Tuesday, January 20, 2015 at 7:30 p.m.

Mr. Emsig moved to adjourn the meeting at 9:46 p.m. Mr. Fitzgerald seconded. Carried unanimously.

Respectfully submitted,

Laurie Pastore Rosenthal