

Commack Public Library Board of Trustees
Approved Minutes
March 18, 2024

Present: Ms. Albano, Mr. Elvezio, Mr. Gonzalez (tardy with prior excuse) (virtual), Mr. Hartman, Ms. Kugler-Bode, Ms. Rosenthal and Mrs. Zafonte

Mr. Hartman called the meeting to order at 8:00 p.m.

The Pledge of Allegiance was recited.

Mr. Elvezio moved that the minutes of the regular meeting held on February 19, 2024 be approved as presented. Ms. Kugler-Bode seconded. Carried unanimously.

Ms. Kugler-Bode moved that the Board enter into executive session at 8:02 p.m. to discuss pending litigation. Mr. Elvezio seconded. Carried unanimously.

Mr. Elvezio moved that the Board re-enter into regular session at 8:11 p.m. Mrs. Zafonte seconded. Carried unanimously.

Mr. Gonzalez entered the meeting at 8:12 p.m.

Ms. Kugler-Bode moved that the Financial Report be accepted as presented. Mrs. Zafonte seconded. Carried unanimously.

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

Ms. Kugler-Bode moved that the schedule of bills in the sums of \$5,551.76 and \$126,095.76 be paid as presented. Mrs. Zafonte seconded. Carried unanimously.

Mr. Gonzalez moved that the Director's Report be approved as presented. Mrs. Zafonte seconded. Carried unanimously.

Mr. Gonzalez moved that the Assistant Director's Report be approved as presented. Mrs. Zafonte seconded. Carried unanimously.

Ms. Kugler-Bode moved that the Board re-enter into executive session at 8:46 p.m. to discuss the employment history of a particular person(s). Mr. Gonzalez seconded. Carried unanimously.

Ms. Kugler-Bode moved that the Board re-enter into regular session at 8:55 p.m.
Mrs. Zafonte seconded. Carried unanimously.

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

Employee Benefits \$70,804.10
Payroll #1 \$91,450.44
Payroll #2 \$76,368.02
Directors Discretionary \$735.24

Ms. Kugler-Bode seconded. Carried unanimously.

Ms. Kugler-Bode moved that the Commack Public Library Board of Trustees authorizes \$74,027.88 to be transferred from the General Fund currently located in J.P. Morgan Chase to a CD in TD Bank that can only be used to pay off future debt service per our external auditor, Baldessari and Coster. Mrs. Zafonte seconded. Carried unanimously.

Mr. Elvezio moved that the Director be authorized to continue to reinvest the proceeds as allowable by the Commack Public Library Investment Policy.
Ms. Kugler-Bode seconded. Carried unanimously.

Ms. Kugler-Bode moved that John Varrone be authorized to attend a Zoom program sponsored by LILRC on March 21, 2024 titled "Using AI in the Library" for \$10.00. Mrs. Zafonte seconded. Carried unanimously.

Mrs. Zafonte moved that Anissa Mulé be authorized to attend the 2024 American Library Association Annual Conference and Exhibition in San Diego, California from June 27, 2024- July 2, 2024, based on the guidelines established in the Commack Public Library Board of Trustees' Bylaws. Reimbursement for registration, travel, lodging, meals and other projected expenses to be submitted at the April board meeting for authorization. Ms. Kugler-Bode seconded. Carried unanimously.

Mr. Elvezio moved that the Notary Policy be adopted as presented.
Mrs. Zafonte seconded. Carried unanimously.

The date and time of the next regular meeting is Monday, April 15, 2024 at 7:30 p.m.

The date and time of the next special meeting, the Budget Information Meeting is Tuesday, April 2, 2024 at 7:30 p.m.

Mr. Elvezio moved to adjourn the meeting at 9:06 p.m. Ms. Kugler-Bode seconded. Carried unanimously.

Respectfully submitted,

A handwritten signature in cursive script that reads "Joanne Albano".

Joanne Albano