

# **Commack Public Library Board of Trustees**

## **Minutes**

**March 19, 2015**

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

Guest: Ms. Caldararo, Commack Public Library staff member

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

The Pledge of Allegiance was recited.

Mr. Emsig moved that the minutes of the February 17, 2015 meeting be approved as presented. Mr. Gonzalez seconded. Carried unanimously.

Mr. Fitzgerald moved that the Board enter into executive session at 8:02 p.m. to discuss the employment history of particular persons or matters regarding the employment of a particular person. Mr. Elvezio seconded. Carried unanimously.

Mr. Gonzalez moved that the Board enter back into regular session at 8:05 p.m. Mr. Emsig seconded. Carried unanimously.

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

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

Mr. Fitzgerald moved that the schedule of bills in the sums of \$7,292.54 and \$46,903.93 be paid as presented. Mr. Emsig seconded. Carried unanimously.

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

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

Payrolls: \$72,385.14

\$74,795.72

\$71,762.11

Director's Discretionary \$999.92

Employee Benefits \$41,788.09

Capital Improvement Fund \$500.00

Mr. Emsig seconded. Carried unanimously.

Mr. Fitzgerald moved that Article V, Section 1 of the Commack Public Library Board of Trustees Bylaws be revised to read:

*The regular monthly meeting of the Board shall be a public meeting to be held at the Library building on the 3<sup>rd</sup> Tuesday of each month.*

*It is further resolved the Board of Trustees waives a second reading of this change in the bylaws and makes it effective immediately.*

Mr. Elvezio seconded. Carried unanimously.

Mr. Gonzalez moved that the retirement of Sandra Marcus, full-time library clerk be accepted effective March 25, 2015. Mr. Elvezio seconded. Carried unanimously.

Mr. Gonzalez moved that Michelle Glovinsky be appointed to the position of part-time library clerk (currently a part-time page) at an hourly salary of \$13.20, effective March 26, 2015. Mr. Emsig seconded. Carried unanimously.

Mr. Fitzgerald moved that Susan Roberts be appointed to the position of part-time library clerk (currently a substitute library clerk) at an hourly salary of \$13.20, effective March 26, 2015. Mr. Emsig seconded. Carried unanimously.

Mr. Gonzalez moved that the Director be authorized to purchase one 3-D printer at a cost to not exceed \$2,500.00 as well as starter supplies at a cost not to exceed \$1,000.00 plus shipping costs after evaluating various manufacturers of 3-D printers. Mr. Fitzgerald second. Carried unanimously.

Mr. Gonzalez moved that the director be authorized to purchase a 3-D scanner at a cost not to exceed \$650.00 plus shipping costs after evaluating various manufacturers of 3-D scanners. Mr. Elvezio seconded. Carried unanimously.

Mr. Gonzalez moved that \$500.00 be transferred to the Director's Discretionary Fund to bring it up to the amount of \$2,251.60 until the July reorganization meeting. Mr. Elvezio seconded. Carried unanimously.

Mr. Fitzgerald moved that the Commack Public Library Board of Trustees approve the 2014 Commack Public Library District Annual Report for Public and Association Libraries. Mr. Emsig seconded. Carried unanimously.

Mr. Emsig moved that the Director be authorized to engage with a company to do a geophysical survey of approximately 30,500 square feet of the library parking lot to detect and delineate voids or areas of less dense (higher porosity) materials that is experiencing active

subsidence at a cost not to exceed \$11,000.00. Mr. Fitzgerald seconded. One abstention. Motion carried.

Mr. Elvezio moved that the motion dated January 20, 2015 regarding the hiring of a contractor to repair the parking lot for \$1,930.00 (for a sinkhole) be rescinded and move that the Director be authorized to hire a contractor to repair (saw cut asphalt, remove asphalt, add RCA base as needed, install 2 inches of type 6 top asphalt wearing coarse, and hot ac tar edges) approximately 9 potholes and repair three storm drain chimneys after getting at least two quotes at a cost not to exceed \$9,000.00. Mr. Gonzalez seconded. Carried unanimously.

Mr. Gonzalez moved that Nancy Paszkiewicz be authorized to attend the American Library Association Conference being held in San Francisco, CA from June 25- June 30, 2015 as authorized at the January 20, 2015 board meeting. Reimbursement for registration, travel, lodging, and other projected expenses not to exceed \$2,600.00. Mr. Emsig seconded. One abstention. Motion carried.

The next regular meeting is scheduled for Tuesday, April 21, 2015 at 7:30 p.m.

The next special meeting which is the Commack Public Library Budget Vote and Trustee Election is scheduled for Tuesday, April 14, 2015 from 9:00 a.m. – 9:00 p.m.

Mr. Gonzalez moved to adjourn the meeting at 9:33 p.m. Mr. Fitzgerald seconded. Carried unanimously.

Respectfully submitted,

Laurie Pastore Rosenthal