

Commack Public Library Board of Trustees

Minutes

July 13, 2016

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

Guest: Ms. Caldararo, Commack Public Library staff member

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 June 21, 2016 be approved as presented. Mr. Elvezio seconded. Carried unanimously.

Mr. Elvezio moved that the Board enter into reorganization meeting. Mr. Fitzgerald seconded. Carried unanimously.

Mr. Gonzalez moved the following slate of officers:

President- Steven Hartman

Vice President-Mark Fitzgerald

Finance Officer-Vincent Gonzalez

Mr. Emsig seconded. Carried unanimously.

Mr. Emsig moved that Laurie Rosenthal be reappointed to the position of recording secretary for the fiscal year of 2016-2017. Mr. Elvezio seconded. Carried unanimously.

Mr. Gonzalez moved that the Directors Discretionary Fund be set at \$5,000.00 for the fiscal year of 2016-2017. Mr. Emsig seconded. Carried unanimously.

Mr. Emsig moved that \$502.10 be transferred from the Directors Discretionary Fund to the General Fund to reduce the Director's Discretionary Fund to the amount of \$5,000.00 as established at the reorganization meeting. Mr. Gonzalez seconded. Carried unanimously.

Mr. Elvezio moved that the Director's expenses for local conferences and related professional expenses be set at \$1,000.00 for the fiscal year of 2016-2017. Mr. Emsig seconded. Carried unanimously.

Mr. Fitzgerald moved that for fiscal year 2016-2017 that the *Long Islander* and the *Commack News*, are designated as the newspapers in which legal notices pertaining to the Library's budget vote and trustee election will appear and for all other required legal notices. Mr. Emsig seconded. Carried unanimously.

Mr. Elvezio moved that Baldassari and Coster LLP be appointed as the auditor for the Commack Public Library for the fiscal year ending 2016 audit related services

in accordance with generally accepted principles and GASB 45, at a cost not to exceed \$8,800.00. Additional audit time (if needed) related to the Capital Fund will be based on the firm's hourly rates. Mr. Emsig seconded. Carried unanimously.

Mr. Fitzgerald moved that Robert Cohen, Esq. of Lamb and Barnosky be reappointed as general counsel for the fiscal year of 2016-2017 at a monthly retainer of \$412.00. Mr. Elvezio seconded. Carried unanimously.

Mr. Gonzalez moved that Robert Cohen, Esq. of Lamb and Barnosky be reappointed as labor counsel per the motion dated April 18, 2014 for the fiscal year of 2016-2017. Mr. Elvezio seconded. Carried unanimously.

Mr. Gonzalez moved that Janet Doktor continue as outside treasurer at an annual amount of \$6,000.00 for a period of three years as per the motion dated September 17, 2014. Mr. Elvezio seconded. Carried unanimously.

Mr. Elvezio moved that the Board adjourn to the regular business meeting at 7:38 p.m. Mr. Fitzgerald seconded. Carried unanimously.

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

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

Mr. Gonzalez moved that the schedule of bills \$7,401.35 and \$63,330.27 be paid as presented. Mr. Elvezio seconded. Carried unanimously.

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

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

Payrolls \$71,263.57
 \$102,970.01
Employee Benefits \$42,525.19
Capital Improvement Fund \$43,813.91

Mr. Emsig seconded. Carried unanimously.

Mr. Fitzgerald moved that the resignation of Hassam Syed, part-time page, be accepted effective June 27, 2016. Mr. Emsig seconded. Carried unanimously.

The date and time of next regular meeting is Tuesday, August 16, 2016 at 7:30 p.m.

Mr. Gonzalez moved to adjourn the meeting at 8:30 p.m. Mr. Emsig seconded. Carried unanimously.

Respectfully submitted,

Laurie Rosenthal

Director