

# **Commack Public Library Board of Trustees**

## **Minutes**

**July 18, 2013**

Present: Mrs. Alexander, Mr. Emsig, Mr. Fitzgerald, Mr. Gonzalez, Mr. Hartman, and Ms. Pastore

Guests: Ms. McFall, Commack Public Library staff member  
Mr. Elvezio, Commack Public Library patron

Mr. Hartman called the meeting to order at 7:30 P.M.

The Pledge of Allegiance was recited.

Mr. Gonzalez was sworn in.

Mr. Emsig moved that the Board enter into the reorganization meeting. Mrs. Alexander seconded. Carried unanimously.

Mrs. Alexander 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 Pastore be reappointed to the position of recording secretary for the fiscal year of 2013-2014. Mr. Gonzalez seconded. Carried unanimously.

Mrs. Alexander moved that the Director's Discretionary Fund be set at \$6,000.00 for the fiscal year of 2013-2014. Mr. Emsig seconded. Carried unanimously.

Mr. Fitzgerald moved that \$5,997.68 be transferred from the General Fund to the Director's Discretionary Fund to bring it up to the amount of \$6,000.00 as established at the reorganization meeting. Mr. Gonzalez seconded. Carried unanimously.

Mr. Emsig moved that the Director's expenses for local conferences and related professional expenses be set at \$1,000.00 for the fiscal year of 2013-2014. Mr. Gonzalez seconded. Carried unanimously.

Mr. Fitzgerald moved that Robert Cohen, Esq. of Lamb and Barnosky be reappointed as general counsel for the fiscal year of 2013-2014 at a monthly retainer of \$412.00. Mr. Gonzalez seconded. Carried unanimously.

Mr. Fitzgerald moved that Robert Cohen, Esq. of Lamb and Barnosky be reappointed as labor counsel per the motion dated July 20, 2011 for the fiscal year of 2013-2014. Mr. Emsig seconded. Carried unanimously.

Mr. Emsig moved that Janet Doktor continue as outside treasurer at an annual amount of \$5,000.00 for a period of three years per the motion dated October 20, 2011. Mr. Gonzalez seconded. Carried unanimously.

Mrs. Alexander moved that the Board adjourn to the regular business meeting at 7:42 p.m. Mr. Emsig seconded. Carried unanimously.

Mr. Emsig moved that the minutes of the June 18, 2103 meeting be approved as presented. Mrs. Alexander seconded. One abstention. Carried.

Mr. Gonzalez 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. Mrs. Alexander seconded. Carried unanimously.

Mr. Gonzalez moved that the schedule of bills in the sums of \$3,334.18 and \$91,065.54 be paid as presented. Mr. Emsig seconded. Carried unanimously.

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

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

Capital Improvement: \$975.00

Director's Discretionary: \$416.67

Payroll: \$80,790.21

\$133,062.44

Employee Benefits: \$40,192.45

Mr. Emsig seconded. Carried unanimously.

Mr. Fitzgerald moved that Suzanne McGuire and Laurie Pastore be authorized to attend the LILRC 22<sup>nd</sup> Annual Conference on Libraries and the Future (Community by Design: Innovation and Transformation) on October 25, 2013 in Oakdale, N.Y. at a cost of \$110.00 (includes lunch) each plus mileage. Mr. Emsig seconded. Carried unanimously.

Mr. Fitzgerald moved that the Director be authorized to hire Christopher Sepp of Beatty, Harvey, Coco Architects, LLP at a cost not to exceed \$3,000.00 for architectural services for the modifications to create a separate bookkeeping office. Mr. Emsig seconded. Carried unanimously.

Mrs. Alexander moved that the Director be authorized to purchase one Apple IMAC 21.5 QC I5 2,7GHz 1TB 8GB with three year repair plan at a cost not to exceed \$1,353.85 plus shipping. Mr. Emsig seconded. Carried unanimously.

Mr. Gonzalez moved that the Director be authorized to purchase three Apple Mac Minis 2.5 500 GB 4 GB with three year repair plan at a cost not to exceed a total of \$1,907.70 plus shipping. Mr. Fitzgerald seconded. Carried unanimously.

Mr. Gonzalez moved that the Director be authorized to purchase three Netgear Prosafe 8 Port Gbit smart switches and two Netgear 48 PT Gig Smart switches at a total cost not to exceed \$1,284.00 plus shipping. Mr. Emsig seconded. Carried unanimously.

Mr. Fitzgerald moved that the Director be authorized to purchase a self-propelled lawn mower at a cost not to exceed \$1,400.00. Mr. Gonzalez seconded. Carried unanimously.

Mrs. Alexander moved that the director be authorized to hire Arrow Security to provide a part-time security guard at the Commack Public Library at cost not to exceed \$20,000.00 for fiscal year 2013-2014. Mr. Emsig seconded. Carried unanimously.

Mr. Fitzgerald moved that the resignation of Patricia Maglione, part-time page be accepted, effective August 9, 2013. Mr. Gonzalez seconded. Carried unanimously.

Mr. Fitzgerald moved that Calvin Flederbach be appointed a seasonal summer page at an hourly rate of \$8.85, for the period of July 1, 2013-August 20, 2013. Mr. Emsig seconded. Carried unanimously.

Mr. Gonzalez moved the following resolution:

BE IT RESOLVED that the following employees (Laurie Pastore, Elizabeth Caldararo, Theresa McFall 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, 2013.

Mr. Emsig seconded. Carried unanimously.

Mr. Fitzgerald moved that the resignation of Joan Alexander, library trustee be accepted effective August 1, 2013. Mr. Gonzalez seconded. Carried unanimously.

Mr. Fitzgerald moved that Dominick Elvezio be appointed to the Commack Public Library Board of Trustees, effective August 14, 2013, to fill the vacancy created by the resignation of Joan Alexander, until the next annual election. Mr. Emsig seconded. Carried unanimously.

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

Mr. Emsig moved that the Board enter into executive session at 8:42 p.m. to discuss a personnel matter. Mr. Fitzgerald seconded. Carried unanimously.

Mr. Gonzalez moved that the Board enter back into regular session at 8:52 p.m. Mr. Fitzgerald seconded. Carried unanimously.

The next regular meeting is scheduled for Wednesday, August 14, 2013 at 7:30 p.m.

Mrs. Alexander moved that the meeting be adjourned 8:55 p.m. Mr. Gonzalez seconded. Carried unanimously.

Respectfully submitted,

Laurie Pastore