

Commack Public Library Board of Trustees
Approved Minutes
September 16, 2024

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

Mr. Elvezio called the meeting to order at 7:32 p.m.

The Pledge of Allegiance was recited.

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

Ms. Kugler-Bode moved that the Board enter into executive session at 7:33 p.m. to discuss the employment history of a particular person(s). Mr. Gonzalez seconded. Carried unanimously.

Mr. Hartman moved that the Board re-enter into regular session at 7:57 p.m. Mr. Gonzalez seconded. Carried unanimously.

Mrs. Zafonte moved that the Financial Report be accepted as presented. Mr. Hartman seconded. Carried unanimously.

Ms. Kugler-Bode moved that the Treasurer's Report be accepted as presented. Mr. Gonzalez seconded. Carried unanimously.

Mr. Hartman moved that the schedule of bills in the sums of \$5,934.59 and \$87,402.00 be paid as presented. Ms. Kugler-Bode seconded. Carried unanimously.

Mrs. Zafonte moved the following additional bills be paid as presented:

Capital Fund \$890.29
Directors Discretionary \$209.86
Payroll #1 \$75,477.78
Payroll #2 \$79,268.20
Employee Benefits \$76,985.43

Mr. Hartman seconded. Carried unanimously.

Mr. Hartman moved that the Director's Report be approved as presented.
Ms. Kugler-Bode seconded. Carried unanimously.

Ms. Kugler-Bode moved that the Assistant Director's Report be approved as presented. Mrs. Zafonte seconded. Carried unanimously.

Mr. Hartman moved that the Commack Public Library continue to participate in the Eastern Suffolk BOCES Employee Assistance Program at a cost not to exceed \$2,323.75 (\$42.25 a person) for 2024-2025. Mrs. Zafonte seconded. Carried unanimously.

Ms. Kugler-Bode moved that five employees (Joanne Albano, Michelle Rorke, Anissa Mulé, Regina Searight, and Maggie Stytzer) be authorized to attend an online workshop offered through Library Journal on November 12, 2024 entitled *Managing Conflict with Colleagues and Patrons* at a cost not to exceed \$930.75. Mr. Hartman seconded. Carried unanimously.

Mr. Hartman moved that the application and accompanying documents for a public library construction grant be administered in accordance with the requirements of Education Law 273-a (as Amended by Chapter 57 of the Laws of 2007) and Commissioners Regulations 90.12. Ms. Kugler-Bode seconded. Carried unanimously.

Mr. Gonzalez moved that John Varrone be reimbursed \$117.00 for his attendance at the 33rd Annual Long Island Library Resources Council's *Libraries and the Future: The Future of Reading* that will take place on Friday, October 18, 2024 in Farmingdale, New York. Mr. Hartman seconded. Carried unanimously.

Ms. Kugler-Bode moved that move that the Commack Public Library Board of Trustees adopt the Credit Card Policy for Patrons as amended, effective September 16, 2024. Mrs. Zafonte seconded. Carried unanimously. (Second reading waived after the unanimous vote of all trustees).

The date and time of the next special meeting- Audit Meeting, is Wednesday, October 9, 2024 at 7:00 p.m.

The date and time of the next regular meeting is Monday, October 21, 2024 at 7:30 p.m.

Mr. Gonzalez moved to adjourn the meeting at 8:34 p.m. Ms. Kugler-Bode seconded. Carried unanimously.

Respectfully submitted,

Joanne Albano

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