

**Commack Public Library Board of Trustees
Minutes
September 24, 2018**

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

Absent: Mr. Gonzalez, with prior excuse

Guest: Ms. Caldararo, Commack Public Library staff member

Mr. Hartman called the meeting to order at 7:38 p.m.

The Pledge of Allegiance was recited.

Mr. Emsig moved that the minutes of the regular meeting of August 28, 2018 be approved as presented. Mr. Elvezio seconded. Carried unanimously.

Mr. Elvezio moved that the Board enter into executive session at 7:41 p.m. to discuss collective bargaining negotiations pursuant to Article Fourteen of the Civil Service Law. Mr. Emsig seconded. Carried unanimously.

Mr. Emsig moved that the Board re-enter into regular session at 7:41 p.m. Mr. Fitzgerald seconded. Carried unanimously.

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

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

Mr. Emsig moved that the schedule of bills in the sums of \$3,104.49 and \$55,675.13 be paid as presented. Mr. Fitzgerald seconded. Carried unanimously.

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

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

Payrolls: \$74,677.57

\$69,105.64

Capital Fund: \$52,088.75

Employee Benefits: \$55,256.51

Mr. Emsig seconded. Carried unanimously.

Mr. Emsig moved the following motion adopted August 24, 2018:

move that Susan Laubach be appointed to the position of part-time (12 hours) account clerk at an hourly salary of \$21.00, effective September 1, 2018.

Be amended as follows:

move that Dianne Lucchesse be appointed to the position of part-time (12 hours) account clerk at an hourly salary of \$21.00, effective October 9, 2018.

Mr. Fitzgerald seconded. Carried unanimously.

Mr. Elvezio moved that Annemarie Donohue be appointed to the position of outside treasurer to fill the vacancy created by the resignation of Janet Doktor at annual salary of \$5,625.00, effective September 15, 2018. Mr. Fitzgerald seconded. Carried unanimously.

Mr. Fitzgerald moved that Joanne Albano be authorized to attend the New York Library Association Conference being held in Rochester, N.Y. from November 7 – November 10, 2018 as authorized at the August 28, 2018 board meeting. Reimbursement for registration, travel, lodging, meals and other projected expenses not to exceed \$1,300.00. Mr. Emsig seconded. Carried unanimously.

Mr. Emsig moved that Joanne Albano, Anissa Mule and Carol Miller be authorized to attend the Fall Literature Conference (includes lunch) on Thursday, October 18, 2018 in Hauppauge, NY at a cost to not exceed \$95.00 each plus mileage. Mr. Elvezio seconded. Carried unanimously.

Mr. Fitzgerald moved that the Director be authorized to purchase four Lenovo ThinkCentre M710q/tiny desktop/Core i5 7500T 2.7 Ghz/8GB/12 with mounting brackets and Tripp LIE DisplayPort adaptors at a total cost not to exceed \$2,768.96 including shipping. Mr. Emsig seconded. Carried unanimously.

Mr. Elvezio moved that the following broken or obsolete equipment be sold or disposed of properly:

Monitor
Dell
E178FPb
CN-0Ry979-74261-7A3-3FSS

Printer
Canon Pixma
MG5420

CPU
Dell Optiplex 755
GT9H2G1

Lenovo Computer
MT-M7220-CTO

CPU
Cybernet
ZPC-GX31

Printer
HP Deskjet 5650
MY8121R1Y1YZ

Printer
HP Deskjet 5650
MY6CJ040XY

Mr. Emsig seconded. Carried unanimously.

Mr. Elvezio moved that the Director be authorized to hire P & M Property Management to provide landscaping at the Commack Public Library at a cost not to exceed \$8,465.00 per year. Landscaping includes:

Weekly property maintenance (mowing, edging and blowing) April-November

Fall Lawn repair-September

Fall clean up-December

Lawn fertilization program (6 treatments)

Spot spraying weeds on lawn on as needed basis @ \$12.50 a gallon

Trimming hedging-June and September

Planting bed maintenance

Spring clean-up-March and April

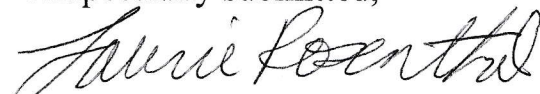
Brown and Black Mulch Application

Mr. Fitzgerald seconded. Carried unanimously.

The date and time of the next regular board meeting is Tuesday, October 16, 2018 at 7:30 p.m.

Mr. Fitzgerald moved to adjourn the meeting at 8:23 p.m. Mr. Emsig seconded. Carried unanimously.

Respectfully submitted,



Laurie Rosenthal