

**CENTRAL ISLIP PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MONTHLY MEETING MINUTES  
AUGUST 28, 2020**

**Present:**

**Mr. Norman Wagner, President**  
**Ms. Eileen Santangelo, Vice-President**  
**Ms. Dunia Mars, Secretary**  
**Ms. Sharon Pedraza, Trustee**  
**Ms. Sharon Dungee, Trustee**  
**Ms. Tara Kohles, Director**  
**Ms. Sharon Morgan, Treasurer**  
**Ms. Suzanne McGee, Recording Secretary**

The President, Norman Wagner, called the meeting to order at 7:05 p.m. Trustee, Eileen Santangelo, led the Pledge of Allegiance.

President Wagner introduced the attendees to the new Director, Tara Kohles. He also thanked Denise Ridgeway, Sharon Morgan, and Lili-Ane Niemsczura for their hard work during the transitional period. The staff worked together throughout the pandemic and the changing of library Directors and made it seamless. There will be a more formal recognitions to come. Ms. Knowles said she is happy to be here and is looking forward to working with everyone.

A motion was made by Sharon Pedraza, seconded by Eileen Santangelo, to approve the minutes from the reorganization and the July Meeting. All present voting aye, motion carried.

**TREASURER'S REPORT**

Dunia Mars moved, seconded by Sharon Pedraza, to approve the Outstanding Purchase Order Report from August 17<sup>th</sup>, in the amount of \$118,802.67. All present voting aye, motion carried.

Dunia Mars moved, seconded by Sharon Pedraza, to approve the following Abstract Reports:

- August 18<sup>th</sup>, in the amount of \$70,776.32
- August 19<sup>th</sup>, in the amount of \$47,437.92

Trustee Santangelo asked why the amount of some of the bills was so high and President Wagner responded that utilities were still running even though the library had not been open to the public. All present voting aye, motion carried.

Dunia Mars moved, seconded by Sharon Pedraza, to approve the following payroll distributions:

- July 10<sup>th</sup>, in the amount of \$116,469.74
- July 21<sup>st</sup>, in the amount of \$61,734.27

All present voting aye, motion carried.

A motion was made by Sharon Dungee, seconded by Dunia Mars, to approve the Treasurer's Report for July 2020 read as follows:

Beginning Balance	\$6,387,956.47
Receipts & Transfers	+\$202,419.47
Subtotal	\$6,590,375.94
Expenses & Transfers	- \$550,234.49
Ending Balance	\$6,040,141.45

**DIRECTOR'S REPORT – BUILDINGS & GROUNDS**

The library will be getting touchless faucets and toilets.

**OPERATIONS**

The Director stated that the library has started curbside and walk-up service July 22<sup>nd</sup>, which seems to be going well.

There is also an online computer software that provides appointments and she is also looking into automating the payroll system.

**CORRESPONDENCE**

A letter was received requesting more digital services. The Director discussed programs such as Canopy and Hoopla, which provide documentaries and other movies to patrons. She would like to move things to more of a digital platform and provide more service remotely.

**NEW BUSINESS**

There being no further business, Sharon Dungee, moved, seconded by Sharon Pedraza to go into Executive Session at 7:18 p.m. The next meeting is scheduled for September 29, 2020 at 7:00 p.m.

Respectfully submitted,

Suzanne A. McGee  
Recording Secretary