

**CENTRAL ISLIP PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MONTHLY MEETING MINUTES  
DECEMBER 29, 2020**

**Present:**

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

President, Norman Wagner, called the meeting to order at 7:00 p.m. Vice President, Eileen Santangelo, led the Pledge of Allegiance.

A motion was made by Norman Wagner, seconded by Eileen Santangelo, to approve the minutes from the November Meeting. All present voting aye, motion carried.

**TREASURER'S REPORT**

Norman Wagner moved, seconded by Sharon Dungee, to approve the Outstanding Purchase Order Report from December 21<sup>st</sup>, in the amount of \$34,480.52. All present voting aye, motion carried.

Norman Wagner moved, seconded by Sharon Dungee, to approve the following Abstract Reports:

- December 22<sup>nd</sup>, in the amount of \$72,673.56
- December 23<sup>rd</sup>, in the amount of \$32,309.66

All present voting aye, motion carried.

Norman Wagner moved, seconded by Eileen Santangelo, to approve the following payroll distributions:

- November 13<sup>th</sup>, in the amount of \$71,198.43
- November 27<sup>th</sup>, in the amount of \$73,468.60

All present voting aye, motion carried.

A motion was made by Eileen Santangelo, seconded by Sharon Dungee, to approve the Treasurer's Report for November 2020 read as follows:

Beginning Balance	\$5,181,932.62
Receipts & Transfers	+\$149,836.78
Subtotal	\$5,331,769.40
Expenses & Transfers	- \$603,164.33

Ending Balance \$4,728,605.07  
All present voting aye, motion carried.

## **DIRECTOR'S REPORT**

### **ONLINE SERVICES**

The library has added more online resources for parents and teachers to use, including Scholastic databases. The library has also added Kanopy, which allows patrons to download movies, documentaries, and other digital media.

### **PROGRAMS**

The Great Giveback Program was extremely successful with over 1,000 letters written by Central Islip patrons to house bound senior citizens.

Google Classroom Training & Support is going well. Ms. Kohles expressed a special thanks to Phil Voight, bilingual staff, and students for helping to make this program a success.

### **WEBSITES & SOCIAL MEDIA**

Ms. Kohles renegotiated the contract with Right Now Marketing from \$1,250 down to \$250 monthly. She will encourage the use of in-house talent to create content for the website, social media pages, and more.

### **PERSONNEL**

Ms. Kohles would like to request the appointment of Alexander Navarro as a Part Time Custodian.

### **CORRESPONDENCE**

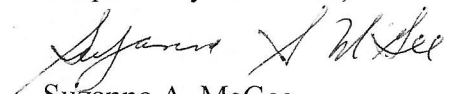
During the meeting, the board members recognized the passing of former Library Treasurer, Anne Anderson Vereline. A moment of silence was observed in her honor.

### **NEW BUSINESS**

Norman Wagner moved, seconded by Sharon Dungee to hire Alexander Navarro as a Part Time Custodial Worker I, at an hourly salary of \$13.21, with a start date of January 4, 2021. All present voting aye, motion carried.

There being no further business, Norman Wagner moved, seconded by Sharon Dungee, to adjourn the meeting at 7:08 p.m. The next meeting is scheduled for January 26, 2021 at 7:00 p.m.

Respectfully submitted,



Suzanne A. McGee  
Recording Secretary