

**CENTRAL ISLIP PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MONTHLY MEETING MINUTES  
AUGUST 31, 2021**

**Present:**

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

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

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

**TREASURER'S REPORT**

Sharon Pedraza moved, seconded by Sharon Dungee, to approve the Outstanding Purchase Orders dated August 24th, in the amount of \$124,045.35. All present voting aye, motion carried.

Sharon Dungee moved, seconded by Eileen Santangelo, to approve the following Abstract Reports:

- August 11<sup>th</sup>, in the amount of \$102,914.88
- August 18<sup>th</sup>, in the amount of \$69,104.55

Trustee Santangelo asked if the library is still using the consultant for marketing. Ms. Kohles said they maintain/ host the website and some uploads. All present voting aye, motion carried.

Sharon Dungee moved, seconded by Eileen Santangelo, to approve the following payroll distributions:

- July 3<sup>rd</sup>, in the amount of \$65,444.32
- July 17<sup>th</sup>, in the amount of \$78,796.72

All present voting aye, motion carried.

A motion was made by Sharon Dungee, seconded by Sharon Pedraza, to approve the Treasurer's Report for July 2021 read as follows:

Beginning Balance	\$6,341,307.47
Receipts & Transfers	+ \$142,616.32
Subtotal	\$6,483,923.79
Expenses & Transfers	- \$466,548.06
Ending Balance	\$6,017,375.73

All present voting aye, motion carried.

Norman Wagner complimented Ms. Kohles and her team on the outstanding Newsletter. Ms. Kohles noted that it was designed by Head of Children's Lili-ane Niemczura , and it is now a bi-lingual publication.

### **DIRECTOR'S REPORT – CORRESPONDENCE**

Ms. Kohles stated the library has been approved for a \$10,000 Omnibus grant through Legislator Samuel Gonzales' office, to be used for enhanced cultural programming.

### **BUILDINGS & GROUNDS**

Several interior spaces have been repainted as well as windows replaced. The work has greatly improved the appearance of the library. The next project will be to update the signage throughout the building. Trustee Dungee suggested creating the signage in both Spanish and English and Ms. Kohles agreed.

### **PERSONNEL**

Sophia Phillips, Part-Time Library Clerk, will be retiring as of September 4<sup>th</sup> 2021.

### **PROGRAMS**

Emelin Vanegas is from the Stony Brook University School of Social Work and will be interning at the library. She is bilingual and will be at the library four days a week starting September 1<sup>st</sup> through the end of December. Then there will be another intern starting at the beginning of the new year.

Outdoor Program space has been a success, based on the patron feedback that has been well received. It has been a valuable addition of program space.

The library will start using the gallery again soon and are beginning to receive submissions from local artists.

### **UPCOMING EVENTS**

The Great Giveback is scheduled for Saturday, October 16<sup>th</sup>. This statewide day of celebrating libraries and community service will include a blood drive, e-recycling, and more.

The Children's Department is planning a large-scale community event. This Fall Festival will be held on Saturday, October 23<sup>rd</sup> and will include pumpkin picking and storytelling. The library is looking for judges for the costume contest.

Four librarians will be attending NY Comic-Con. They will attend workshops and panels that will provide another way to attract and bolster our teen patronage.

Ms. Kohles requested to attend the New York Library Association 2021 Annual Conference held in Syracuse, New York from November 3<sup>rd</sup> through November 6<sup>th</sup>, with reimbursement for actual and necessary expenses not to exceed \$750.

### **NEW BUSINESS**

Sharon Dungee moved, seconded by Eileen Santangelo, to approve Steffany Caal to the position of Part-Time Clerk, at an hourly rate of \$12.50. All present voting aye, motion carried.

Sharon Dungee moved, seconded by Sharon Pedraza, to approve the payment for all programs presented. All present voting aye, motion carried.

Norman Wagner moved, seconded by Sharon Pedraza, to approve the attendance of the NYLA 2021 Annual Conference by the Director, Tara Kohles with reimbursement not to exceed \$750.

Sharon Dungee moved, seconded by Eileen Santangelo, to adjourn the meeting at 7:16 p.m. The next meeting was scheduled for September 28<sup>th</sup> at 7:00 p.m.

Respectfully submitted,

Suzanne A. McGee  
Recording Secretary