

**CENTRAL ISLIP PUBLIC LIBRARY
BOARD OF TRUSTEES
MONTHLY MEETING MINUTES
OCTOBER 27, 2021**

Present:

Mr. Norman Wagner, President
Ms. Eileen Santangelo, Vice-President
Ms. Dunia Mars, Secretary
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. Trustee, Eileen Santangelo, led the Pledge of Allegiance.

A motion was made by Sharon Dungee, seconded by Dunia Mars, to approve the minutes from the September Meeting. All present voting aye, motion carried.

TREASURER'S REPORT

Norman Wagner, seconded by Eileen Santangelo to approve the Outstanding Purchase Order Report from September 30th, in the amount of \$91,010.98. All present voting aye, motion carried.

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

- October 8th, in the amount of \$116,677.17
- October 21st, in the amount of \$48,225.11

Trustee Santangelo asked about an entry on Abstract 5. Ms. Kohles advised it is for the credit card that is used for expenses that do not take purchase orders. All present voting aye, motion carried.

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

- September 11th, in the amount of \$62,070.40
- September 25th, in the amount of \$64,752.46

All present voting aye, motion carried.

A motion was made by Dunia Mars, seconded by Eileen Santangelo, to approve the Treasurer's Report for September 2021 read as follows.

Beginning Balance	\$5,710,209.29
Receipts & Transfers	+\$63,574.63
Subtotal	\$5,773,783.92
Expenses & Transfers	- \$309,013.32
Ending Balance	\$5,464,770.60

All present voting aye, motion carried.

DIRECTOR'S REPORT

Ms. Kohles advised the NYS Minimum Standards for the Public Libraries have been updated. As a result, three policies are up for Board approval. They have been reviewed by the attorney Kevin Seaman, who made some revisions.

There is a Library Trustee Training bill that goes into effect January 1, 2023. Trustees must receive two hours of continuing education each year. It can be completed through Zoom and does not have to be done as a collective.

New drop box for patrons to return materials after hours is now available. This resulted from requests from patrons and is an added convenience to patrons.

The library hosted a Fall Festival that was very successful.

There will be a gaming Festival on December 4th. The library received \$11,000.

NEW BUSINESS

Norman Wagner moved, seconded by Eileen Santangelo, and resolved the Board of Trustees adopt the Code of Ethics and Conflict of Interest Policy as presented. All present voting aye, motion carried.

Norman Wagner moved, seconded by Sharon Dungee, moved to approve Public Behavior Policy. All present voting aye, motion carried.

Norman Wagner moved, seconded by Dunia Mars, to approve the Child Safety Policy. All present voting aye, motion carried.

CORRESPONDENCE

The U.S. Department of Labor enquired if the library wants to participate in Data Information sharing; the library has decided not to do so.

PUBLIC EXPRESSION

A patron, Jessica Van Damme, thanked the board for the positive changes in the library. She appreciates that many things are in multiple languages and suggested they follow suit with social media. She also thought it would be beneficial for the library to be present at more school events, Ms. Kohles said COVID restrictions have played a part in that in recent times.

Norman Wagner moved, seconded by Sharon Dungee to adjourn the meeting at 7:12 p.m. The next meeting is scheduled for November 30, 2021, at 7:00 p.m.

Respectfully submitted,

Suzanne A. McGee
Recording Secretary