

**CENTRAL ISLIP PUBLIC LIBRARY
BOARD OF TRUSTEES
MONTHLY MEETING MINUTES
NOVEMBER 30, 2021**

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

President, Norman Wagner, called the meeting to order at 7:00 p.m. Trustee, Eileen Santangelo, led the Pledge of Allegiance. The meeting immediately went into Executive Session. The meeting resumed at 7:11 p.m.

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

TREASURER'S REPORT

Dunia Mars moved, seconded by Sharon Pedraza, to approve the Outstanding Purchase Order Report in the amount of \$53,345.03. All present voting aye, motion carried.

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

- Abstract #7
- Abstract #8

Trustee Santangelo asked about an entry from Coffee Distributing Corporation, in the amount of \$2,200. Ms. Kohles negotiated the removal of the coffee vending machines at the amount. Trustee Mars had a question about the items for furnishing. Ms. Kohles advised that it was for the Business Office and other approved items. All present voting aye, motion carried.

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

Beginning Balance	\$5,464,770.60
Receipts & Transfers	+\$123,637.53
Subtotal	\$5,588,408.13
Expenses & Transfers	- \$414,663.99
Ending Balance	\$5,173,744.14

All present voting aye, motion carried.

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

- October 9th, in the amount of \$59,097.98
- October 23rd, in the amount of \$60,867.94

All present voting aye, motion carried.

DIRECTOR'S REPORT

Ms. Kohles is looking for approval for the Long-Range Plan for the library, which is based on community needs.

PERSONNEL

Ms. Kohles is also requesting three positions for Board's approval.

BUILDING & GROUNDS

In her report, the Director advised that she is preparing to update the HVAC system and upgrade the microphone system in the Community Room.

NEW BUSINESS

Dunia Mars moved, seconded by Norman Wagner, to approve the following staff appointments:

- Francesco Fortuna to the position of Part-Time Library Clerk, in the Patron Services Department, at the hourly salary of \$12.50
- Laura Harper to the position of Part-Time Librarian I, in the Adult Reference Department, at the hourly salary of \$20.65
- Rhiannon Fiust to the position of Part-Time Librarian Trainee, in the Children's Services

All present voting aye, motion carried.

Sharon Pedraza moved, seconded by Sharon Dungee, moved to approve Long Range Plan as presented. All present voting aye, motion carried.

Sharon Dungee moved, seconded by Sharon Pedraza, moved to adjourn the meeting at 7:29 p.m. The next meeting is scheduled for December 28, 2021, at 7:00 p.m.

Respectfully submitted,

Suzanne A. McGee
Recording Secretary