

**CENTRAL ISLIP PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MONTHLY MEETING MINUTES  
DECEMBER 28, 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 5:00 p.m. Trustee, Eileen Santangelo, led the Pledge of Allegiance.

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

**TREASURER'S REPORT**

Sharon Dungee moved, seconded by Norman Wagner, to approve the Outstanding Purchase Order Report in the amount of \$60,623.65. All present voting aye, motion carried.

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

- December 8<sup>th</sup>, in the amount of \$69,912.95
- December 21<sup>st</sup>, in the amount of \$30,436.33

All present voting aye, motion carried.

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

- November 6<sup>th</sup>, in the amount of \$65,971.06
- November 20<sup>th</sup>, in the amount of \$59,762.67

All present voting aye, motion carried.

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

Beginning Balance	\$5,173,744.14
Receipts & Transfers	+\$172,747.60
Subtotal	\$5,346,491.74
Expenses & Transfers	- \$428,334.64
Ending Balance	\$4,918,157.10

All present voting aye, motion carried.

**DIRECTOR'S REPORT**

Ms. Kohles mentioned some of the building improvements for the library:

- The Children's Room and Children's Program Room are in the process of being repainted
- A concrete ramp was installed on the employee walkway as well as repairs to the sidewalk at the

front of the building

- A concrete pad has been installed for the placement of a cardboard recycling container
- The library is in the initial stages of replacing the HVAC and upgrading the lighting through an Energy Performance Contract.

The library hosted its first annual gaming tournament, and it was successful in increasing the middle and high school student presence in the library.

Ms. Kohles recommends the approval of the 2022 SCLS budget as she feels the services, training, and support that SCLS provides are integral to the library.

Ms. Kohles stated that Debbie Hughes inquired if it would be possible for teachers to issue library cards especially since they can provide parents with permission slips. Ms. Kohles had a few options and Trustee Dungee suggested utilizing something like a trip form. President Wagner liked the suggestion and the discussion that ensued. Trustee Santangelo suggested the library attend school events and Trustee Dungee stated library time in elementary schools can be used for this initiative as well.

President Wagner wished everyone a Happy Healthy New Year

### **NEW BUSINESS**

Norman Wagner moved, seconded by Sharon Dungee, to approve Maura Parsons to the position of Part-Time Librarian in the Teen Services Department at the hourly salary of \$26.65. All present voting aye, motion carried.

Dunia Mars moved, seconded by Sharon Dungee to approve Kristane Young to the position of page at the hourly salary of 17.96.

Norman Wagner moved, seconded by Dunia Mars, to purchase a ½ page journal advertisement for the NAACP Gala in the amount of \$175.00. All present voting aye, motion carried.

Norman Wagner moved, seconded by Eileen Santangelo, to adopt the Fine Free Policy as presented. All present voting aye, motion carried.

Eileen Santangelo moved, seconded by Sharon Dungee, to approve the proposed SCLS Fiscal Year 2022 Operating Budget. All present voting aye, motion carried.

Dunia Mars moved, seconded by Norman Wagner, to approve Tuesday, April 5, 2022, as the Trustee Election and Budget Vote date. All present voting aye, motion carried.

Eileen Santangelo moved, seconded by Norman Wagner, to adjourn the meeting at 5:16 p.m. The next meeting will be virtual and is scheduled for January 25, 2022, at 5:00 p.m.

Respectfully submitted,

Suzanne A. McGee  
Recording Secretary