

**MINUTES OF THE CMFPL TRUSTEES MEETING
HELD AT THE LIBRARY ON MONDAY, JANUARY 28th, 2019**

- I. The meeting was called to order by President Virginia Tyson at 7:20pm. Also present were: Jacques LeBlanc, Christine Buff, Deborah Cannarelli, Colleen Hogan, Marcie Litjens, Bob Chesnut, Jacqueline Franke.
- II. Agenda was approved on a motion made by C. Buff, seconded by J. LeBlanc, all in favor.
- III. Minutes of the December Regular meeting were approved on a motion made by C. Buff, seconded by J. LeBlanc, all in favor.
- IV. Period of Public Expression - None
- V. Financial Report - December

A. Operating Account Warrant #6	\$110,709.57
B. Operating Account Warrant #6A	\$.00
C. Payroll Account Warrant #6B	\$135,480.21
D. Capital Projects Fund Warrant	\$.00

Financial Report - January

E. Operating Account Warrant #7	\$105,599.03
F. Operating Account Warrant #7A	\$19,973.94
G. Payroll Account Warrant #7B	\$135,079.15
H. Capital Projects Fund Warrant #7	\$7,708.15

were approved on a motion made by J. LeBlanc, seconded by C. Buff, all in favor.
- VI. Reports.
 - A. President's report: None
 - B. Trustees' reports: None
 - C. Director's report: Director Litjens shared the following: Some patron issues were discussed. There was a request from a member of the public who wants to donate a bird feeder. The board discussed it. The Patchogue-Medford library brochure was shared with the board to show what is offered at their library. There will be a SCLS informational session to discuss getting a social work intern. Director Litjens, Mary McNulty, and Margie DeCaro will be attending Advocacy Day in Albany to speak and hear about important topics affecting the library. This day trip is being paid for by SCLS. The Teen room has two new arcade games. The room is being used a lot. The computers have been rearranged and we are getting quotes for a larger desk for the librarians. Susan Carlson is discussing retirement. Director Litjens discussed an employee issue. The proposed operating budget was reviewed. The audit should be completed soon. Discussion was had regarding paying for a business phone for Director Litjens.
 - D. Additional reports: None
- VII. Old Business.
 - A. Window Replacement Project: The panels were removed and it was found that the flashing was put in incorrectly.
- VIII. New Business.
 - A. Motion by C. Buff, seconded by J. LeBlanc, to transfer \$150,000 from People's Checking to Payroll Account, all in favor.
 - B. Motion by C. Buff, seconded by J. LeBlanc, to allow Christie Matheson to take a Leave Without Pay until March 1, 2019, all in favor.
 - C. Motion by C. Buff, seconded by J. LeBlanc, to rehire Julia Meehan as a Page, \$11.25/hr., as short term temporary beginning 1/2/19, all in favor.
 - D. Motion by C. Hogan, seconded by C. Buff, to approved Legal Notice for budget vote, all in favor.
 - E. Motion by C. Hogan, seconded by C. Buff, to hire Election Inspectors Rosemarie Delio, Gladys Hawkins and Janet Penney at \$15 per hour, all in favor.
 - F. Motion by C. Hogan, seconded by C. Buff, to hire Susan Bartels as Chief Election Inspector at \$16 per hour, all in favor.
 - G. Motion by C. Hogan, seconded by C. Buff, to approve payment for PLDA dues for Director in the future, all in favor.
- IX. Date and time of the next regular meeting of the Trustees: Monday, February 25th, 2019 at 7:00pm.

There being no further business, tonight's meeting was adjourned at 8:10pm on a motion made by C. Buff, seconded by C. Hogan, all in favor.

Respectfully submitted,



Jacqueline Franke
Secretary to the Board