

**MINUTES OF THE CMFPL TRUSTEES MEETING  
HELD AT THE LIBRARY ON MONDAY, MAY 21<sup>st</sup>, 2018**

- I. The meeting was called to order by President Virginia Tyson at 7:05pm. Also present were: Jacques LeBlanc, Vera Trick, Colleen Hogan, Christine Buff, Marcie Litjens, Bob Chesnut, Jacqueline Franke
- II. Agenda was approved on a motion made by V. Trick, seconded by C. Buff, all in favor.
- III. Minutes of the April meeting were approved on a motion made by C. Buff, seconded by V. Trick, all in favor.
- IV. Financial Report
  - A. Operating Account Warrant #11 \$163,892.33
  - B. Operating Account Warrant #11A \$5,354.16
  - C. Payroll Account Warrant #11B \$135,376.52were approved on a motion made by J. LeBlanc, seconded by C. Buff, all in favor.
- V. Reports.
  - A. President's report: President Tyson informed the Board that the new sign has been installed by Eagle Scout Joseph Luongo. Landscaping around the sign will be completed soon, as well, as installation of lighting. President Tyson is reviewing the by-laws and making revisions. Once completed she will share with the Board for their review. President Tyson is concerned with the handicapped signs in the parking lot. The Board discussed alternatives such as putting up wooden slats to attach the signs to, as well as, help contain the grass area where library events are sometimes held. Director Litjens will research the code.
  - B. Trustees' reports: Trustee Trick brought up the curb appeal coming in from Railroad Avenue. The Board will look into it.
  - C. Director's report: Director Litjens shared the following: The Library Budget passed 67 to 5. Trustee Buff was elected to a term through June 30, 2019. Trustee Hogan was elected to a term through June 30, 2021. Trustee Cannerelli was elected to a term beginning July 1, 2018 through June 30, 2023. The Library propositions in the following school districts all passed: Eastport South Manor 1247-223, East Moriches 275-63, Remsenburg-Speonk 211-27. Joseph Luongo did a fantastic job with the new Library sign. He will be back in a week or so with touch-up paint. The landscapers will come after Memorial Day to plant. There will be a dedication of the sign. The PG Hydrangea plant was donated by the Goldstein family and the Moriches Garden Club. We will be dedicating the 1KBK collection in memory of Dionne Levine and will have a plaque and ceremony. Watering is an issue with some areas on the property. New sprinkler lines are being installed. Director Litjens will be meeting with Kevin Verbesey from SCLS to discuss the Library Contracts with districts. Island Seal Coat will be making repairs, seal coating the driveway, and repainting the lines. Director Litjens reached out to the church regarding the loitering in the meditation garden. The church will discuss it. A community member was unable to be served by mail regarding staying off Library property. If the member comes on the property he can be arrested. An individual was seen drinking alcohol in the restroom and was asked to leave. The plumbing issues have been resolved. The HVAC system was recently sanitized. Additional art hanging systems and railings have been ordered for display areas. Friends of the Library will be paying for and maintaining a Little Free Library at Kahler's Pond. Director Litjens is looking into homebound services through the mail. New data bases for the community are being offered including Hoopla, New Wave Legal Documents, Small Engine Repair, and Consumer Reports.
  - D. Additional reports: Mr. Chesnut shared that the conference he attended was very informative. He attended a Web Development Track that gave him ideas for when the Library's website is revised and a Camera Use Track that gave ideas about how to use security cameras for state reporting. Mr. Chesnut will be speaking with the camera vendor about new coverage. The children's department has some humidity issues and we will be having a Raywall System installed as per the BBS recommendation from the facility assessment. Mr. Chesnut reviewed the Fluorescent to LED conversion with the Board. Fixture cost \$9335 (this will be returned through rebates), Electrician cost \$2730, and conversion will save \$5033.78 per year.
- VI. Old Business.
  - A. Waiting on the school district to obtain all signatures for SED paperwork.
  - B. Still investigating Oil Tank issue. Board considering abandonment vs. removal. Board also thinking about conversion to gas. The Board was shown a diagramed photo of how the gas conversion would work.
  - C. Director Litjens spoke with Tracy and she will be starting the design by the end of June.



VII. New Business.

- A. Trustee Buff and Trustee Hogan took the Oath of Office.
- B. Director Litjens spoke about the SEQRA resolution.
- C. Motion by V. Trick, seconded by C. Hogan to transfer \$150,000 from People's Checking to Payroll Account, all in favor.
- D. Motion by C. Buff, seconded by C. Hogan to approve the SEQRA resolution, all in favor.

RECOMMENDED ACTION: "that upon the recommendation of the Director, the Board of Trustees of Center Moriches Free Public Library approves the following resolution:"

WHEREAS, the Board of Trustees desires to embark upon the Proposed 2018 Capital Improvements Project (Project), listed in attachment A hereto; and

WHEREAS, said Project is subject to classification under the State Environmental Quality Review Act (SEQRA); and

WHEREAS, the Board of Trustees, as the only involved agency, has examined all information related to the Project and has determined that the project as a whole listed in attachment A hereto is classified as an Unlisted Action as defined by Section 617.2 of the SEQRA Regulations;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees hereby declares itself lead agency in connection with the requirements of SEQRA; and

BE IT FURTHER RESOLVED, that the Board of Trustees hereby declares that the Project as proposed on attachment A hereto will not result in any significant adverse environmental impacts; and

BE IT FURTHER RESOLVED, that the Board of Trustees hereby shall forward an official copy of this Resolution to the New York State Education Department together with a copy of the Short Environmental Assessment Forms and final correspondence from the New York State Office of Parks, Recreation and Historic Preservation, in connection with its request for approval of said projects from the New York State Education Department.

- E. Motion by V. Trick, seconded by C. Hogan to approved the Pet-Service Animal Policy, all in favor.
- F. The school district requested that the children's portion of the newsletter be translated into Spanish and put on a separate handout to be given to the Spanish speaking children at the elementary school.

VIII. Date and time of the next regular meeting of the Trustees: Monday, June 18<sup>th</sup> at 7:00pm, 2018.

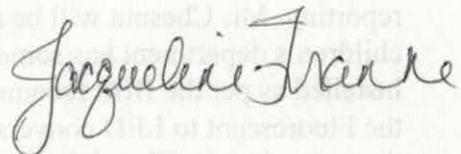
IX. There being no further regular business, tonight's meeting was adjourned to Executive Session at 8:30pm on a motion made by V. Trick, seconded by J. LeBlanc, all in favor.

X. Motion by V. Trick, seconded by C. Buff to appoint Marcie Litjens as the Director of the Center Moriches Free Public Library, all in favor.

XI. Motion by C. Hogan, seconded by C. Buff to approve a salary of \$64.00 per hour for a 40 hour work week for Director Marcie Litjens.

XII. The Executive Session was adjourned at 8:40pm on a motion made by C. Buff, seconded by C. Hogan, all in favor.

Respectfully submitted,



Jacqueline Franke  
Secretary to the Board