

**MINUTES OF THE CMFPL TRUSTEES MEETING
HELD AT THE LIBRARY ON MONDAY, JUNE 27, 2022**

- I. The meeting was called to order by President Virginia Tyson at 7:00 p.m. Also present were: Jacques LeBlanc, Deborah Cannarelli, Colleen Hogan, Marcie Litjens, Bob Chesnut. Absent was: Christine Buff (excused)
- II. Agenda was approved on a motion made by J. LeBlanc, seconded by D. Cannarelli, all in favor.
- III. Minutes of the May 16, 2022 meeting were approved on a motion made by J. LeBlanc, seconded by D. Cannarelli, all in favor.
- IV. Period of Public Expression – None
- V. Financial Report for June
- | | | |
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| Operating Account Warrant | #12 | \$144,774.97 |
| Operating Account Warrant | #12A | \$6,276.11 |
| Payroll Account Warrant | #12B | \$211,216.08 |
| Capital Projects Fund Warrant | #12 | \$94,139.94 |
- were approved on a motion made by J. LeBlanc, seconded by D. Cannarelli.
- VI. Reports.
- A. President's report: None
- B. Trustees' reports: None
- C. Director's report: Marcie Litjens reported the following: Summer Reading Club-584 people across the 3 depts are currently signed up. School visits to all local districts, including Remsenburg-Speonk for the first time. Counselors from Camp Paquatuck as well as Center Moriches School District ELL students came for a tour and to sign up for library cards. Driveway was successfully sealcoated on Juneteenth, disappointed in the inconvenience for parking on Friday morning being closed off to the public. Brought in another cleaning company for an estimate and it was \$1000 more a month for comparable services. Will remain with OneService Maintenance. Active Shooter training was provided to the staff and over half were able to attend. Reviewed other safety procedures. Currently working on getting a second presentation in the evening for staff that had other obligations. Communicated to Department Heads to prepare to open earlier Monday-Saturday after the summer. Overdrive app is no longer able to be downloaded from the app store and patrons should switch over to Libby. Central Library has covered the cost of Bluebird which is the app version of Pronunciator. Central Library also covered the cost for an online subscription to Ryan Dowd's, Homeless trainings for staff. Investigating grants from LILRC for technology. Discussed the condition of the Community Room and the need for updates. Also discussed the grassy area and potentially upgrading and making better use of outdoor space. Will investigate other libraries and report back. Discussed the recent issue of displays at the Smithtown Library and the reviewing our own policies. If the Board would like to have diversity/inclusion training it can be arranged. Graph presented reflecting patrons entering the library (up 284%) from last year and the limitations of cameras to capture groups of people. Common vote day set by SCLS is on April 4, 2023 if the Board wants to choose this date. Many patrons are coming here while Mastics Moriches Shirley library is closed.
- D. Additional reports: None
- VII. Old Business
- A. Oil/Gas Conversion and interior alterations: Waiting on permit from National Grid. The KI System is installed, discussed furniture options. Lighting shop drawings were just provided and 8 week lead time. Stack rotation will take 4-5 days and will result in disruption to the public. Adding locks to staff areas that operate with a fob. Security cameras were discussed.
- VIII. Period of Public Expression - None
- IX. New Business.
- A. Motion by J. Leblanc, seconded by D. Cannarelli to transfer \$150,000 from People's Checking to Payroll Account, all in favor.
- B. Motion by J. Leblanc, seconded by D. Cannarelli to accept the resignation of Library Clerk, Kailtin Rakowski effective on 6/21/22, all in favor.
- C. Motion by J. Leblanc, seconded by D. Cannarelli to accept the resignation of Library Clerk, Ailsa Augustyn effective on 5/26/22, all in favor.
- D. Motion by J. Leblanc, seconded by D. Cannarelli to retain Library Clerk, Ailsa Augustyn as a call in/substitute effective 5/27/22, all in favor.

- E. Motion by J. Leblanc, seconded by D. Cannarelli to accept the resignation of Security Guard, Daniel Keeshan effective 5/20/22, all in favor.
- F. Motion by J. Leblanc, seconded by D. Cannarelli to accept the resignation of Page, Sophia Montesanto effective 6/16/22, all in favor.
- G. Motion by J. Leblanc, seconded by D. Cannarelli to accept the resignation of Page, Emma Monestero effective 6/22/22, all in favor.
- H. Motion by J. Leblanc, seconded by D. Cannarelli to change title of Nicole Malley from Librarian Trainee to Librarian I with a pay rate increase to \$24/hr effective 6/6/22, all in favor.
- I. Motion by J. Leblanc, seconded by D. Cannarelli to approve Leave of Absence for Senior Library Clerk, Nadine Livoti from 4/4/22-5/26/22, all in favor.
- J. Motion by J. Leblanc, seconded by D. Cannarelli to Sealcoat Driveway using Island Sealcoat in the amount of \$11,000, all in favor.

X. Date and time of the next meeting of the Trustees: Reorganization Meeting Wednesday, July 6, 2022 at 5:30pm in the Children's Activity Room. Next Regular Meeting is Monday, July 18, 2022 at 7:00pm.

XI. There being no further business, tonight's meeting was adjourned at 7:57 p.m. on a motion made by J. LeBlanc, seconded by D. Cannarelli, all in favor.

Respectfully submitted,

Colleen Hogan
Board Secretary