

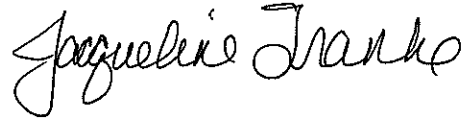
**MINUTES OF THE CMFPL TRUSTEES MEETING
HELD AT THE LIBRARY ON MONDAY, DECEMBER 18th, 2023**

- I. The meeting was called to order by President Virginia Tyson at 7:05 p.m. Also present were: Jacques LeBlanc, Christine Buff, Deborah Cannarelli, Colleen Hogan, Marcie Litjens, Jacqueline Franke, Bob Chesnut.
- II. Pledge Of Allegiance
- III. Agenda was approved on a motion made by C. Buff, seconded by C. Hogan, all in favor.
- IV. Minutes of the November 20th, 2023 Regular meeting was approved on a motion made by C. Buff, seconded by C. Hogan, all in favor.
- V. Period of Public Expression - None
- VI. Financial Report For December

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| Operating Account Warrant | #6 | \$121,005.53 |
| Operating Account Warrant | #6A | \$ 8,677.93 |
| Payroll Account Warrant | #6B | \$164,454.00 |
| Capital Projects Fund Warrant | #6 | \$ 0.00 |
- VII. Reports
 - A. President's report: None
 - B. Trustees' reports: Trustee Buff spoke about a program that Hauppauge library offers. Discussion ensued.
 - C. Director's report: Director Litjens reported the following: As this is President Tyson's last Board meeting, Director Litjens thanked her for her 32 years of service to the Center Moriches Library. The Library received a \$1000 donation from Dee Levine's family. The money will be used to purchase items for the children's department. The regulation that provided up to four hours of time off to get Covid vaccines will be rescinded 1/1/24. Director Litjens attended a Long Island Library Resource Council meeting regarding employee handbooks. It is suggested that we have someone review our handbook and recommend updates. Discussion ensued. We received a quote from Industrial Appraisal Company to have them come in and complete an update of inventory and appraise everything for our insurance company. Patrons are coming in to renew their expired cards. Advocacy day is February 7, 2024 in Albany. The hotel and train fee will be presented to the Board at the next meeting. There is a new electronic table in the children's room. Director Litjens would like to give the employees comp days for Christmas Eve and New Year's Eve due to these holidays landing on a Sunday.
 - D. Additional reports: Mr. Chesnut reported that library attendance is up 17% from last year at this time. The library is averaging 259 patrons per day this month.
- VIII. Old Business
 - A. Oil/Gas and interior alterations: We received a change order and it has been sent to the Superintendent for his signature.
 - B. Site Improvement Plan (parking lot): No updates at this time.
 - C. Director Evaluation Policy: The Trustees have given their suggestions to President Tyson and Vice President LeBlanc to be reviewed.
 - D. Budget: The Board was given a first draft of the budget. Still waiting for the Comptroller to provide the tax rate.
 - E. Book Challenge: This topic was discussed at the Director's meeting. A challenge was also discussed from our library.
- IX. Period of Public Expression – None
- X. New Business.
 - A. Motion by C. Buff, seconded by C. Hogan, to transfer \$275,000 from M&T Checking to Payroll Account, all in favor.
 - B. Motion by C. Buff, seconded by C. Hogan, to transfer \$300,000 from M&T Checking to Operating Account, all in favor.
 - C. Motion by C. Buff, seconded by C. Hogan, to accept resignation of Security Guard, Michael Smith effective 11/20/23, all in favor.
 - D. Motion by C. Buff, seconded by C. Hogan, to accept resignation of Security Guard, Edward Furbush effective 11/30/23, all in favor.

- E. Motion by C. Buff, seconded by C. Hogan, to hire Security Guard, Robert Rice at \$21.75/hr, effective 12/7/23, all in favor.
 - F. Motion by C. Buff, seconded by C. Hogan, to hire Security Guard, Rodney Richardson at \$21.75/hr effective 12/8/23, all in favor.
 - G. Motion by C. Buff, second by C. Hogan, to accept resignation of Library Clerk, Coleen Tuohy-Jones effective 12/6/23, all in favor.
 - H. Motion by C. Buff, second by C. Hogan, to change P/T Library Clerk, Carol Dow to Call-in/Substitute Library Clerk effective 12/22/23, all in favor.
 - I. Motion by C. Buff, second by C. Hogan, to approve legal notice for budget hearing/budget vote, all in favor.
 - J. Motion by C. Buff, second by C. Hogan, to approve the SCLS budget for fiscal year 2024, all in favor.
 - K. Motion by C. Buff, second by C. Hogan, to approve revised tutoring policy, all in favor.
- XI. Date and time of the next meeting of the Trustees: Monday, January 22, 2024 at 7:00pm.
- XII. There being no further business, tonight's meeting was adjourned at 7:55 p.m. on a motion made by C. Buff, seconded by C. Hogan, all in favor.

Respectfully submitted,



Jacqueline Franke
Secretary to the Board