

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
of the
PORT JEFFERSON FREE LIBRARY
held October 22, 2012
100 Thompson Street
Port Jefferson, NY 11777

Present

Audrey Dombroski	President
Laura Hill Timpanaro	Vice President
Lisa Acampora	Financial Officer
Margaret Cohee	Secretary
Adam DeWitt	Trustee
Tracy Stapleton	Trustee
John Grossman	Trustee
Robert Goykin	Director
Valerie Schwarz	Secretary to the Board
Patricia Wojcik	Business Manager

I. Call to Order

A. Dombroski called the meeting to order at 7:08 PM.

II. Approval of the Agenda

Motion to approve the Agenda for the Meeting of October 22. (Grossman;Acampora) Unanimously Approved.

III. A. Comments from the Public

None

B. Comments from the Board

None

IV. Approval of Minutes

Motion to approve the Minutes of the Library Board meeting held September 24, 2012. (DeWitt;Acampora) Unanimously Approved.

Motion to approve the Special Minutes of the Library Board meeting held October 3, 2012. (Cohee;DeWitt) Unanimously approved.

Guest speaker A. Coster (Baldessari & Coster LLP) presented the 2012 Library audit report. He reported that the Library is in excellent financial shape.

Motion to accept the 2012 Library Audit report as presented by A. Coster. (Timpanaro;DeWitt) Unanimously Approved.

V. Financial Reports

A. Business Manager's Report to Treasurer reviewed.

B. Comparative Statements of Expenses & Revenue for the month's ending were reviewed.

C. Expenses at a Glance for the October meeting were reviewed.

1. Motion to approve the financial warrants of September 14, 28 and October 22, 2012 as presented. (Timpanaro;DeWitt) Unanimously approved.

4. Motion to approve the payroll warrants of September 14 and 28, 2012 as presented. (Cohee; Acampora) Unanimously approved.

V. Library Reports

A. Director's Report

Director reported the following items:

- Librarian Trainee, Sarina LaTorre-Sicurella has graduated from Library School and received her Public Librarian Certificate.

- The SCLS Annual Trustee Workshop is scheduled for Thursday, November 15 at 6:30 PM.
- Enclosed in packet is an article about a Board taking a Superintendent out to dinner. This prompted many questions about what the library can and cannot spend tax payer dollars for.
- We have replaced the water filter/cooler/heater unit in the staff room.
- Proposals for legal services have been received. They will be discussed in Executive Session.
- Longwood Library has passed a \$17,000,000 expansion plan.
- The joint Village and Living Heritage Project book is targeted to be released in conjunction with the Port Jefferson Village's 50th Anniversary Celebration.
- Enclosed in the packet are a number of alternate scenarios for scheduling at the Teen Center. These schedules will be discussed in Executive Session.

Personnel

Motion to approve Librarian Sarina LaTorre-Sicurella to Step 1-Librarian 1-salary scale of \$30.27/hr. retroactive from August 1, 2012. (Acampora;Grossman) Unanimously approved.

VI. Unfinished Business

A. Consultant

Tabled until the November Board meeting.

VII. New Business

A. Legal Services RFP (To be discussed during Executive Session)

B. LILRC 21st Annual Conference on Libraries and the Future The Cloud in the Forecast

A. Dombroski informed the board of the LILRC's October 25th Conference, *Libraries and the Future*. She is unable to attend and brought it to the other Board member's attention.

VIII. Correspondence and Communications

IX. Comments from the Public

None present.

At 8:05 PM there was a motion to move the meeting into Executive Session to discuss legal services. (Stapleton;Timpanaro) Unanimously approved.

Motion to move the meeting out of Executive Session at 10:25 PM. (Stapleton, Acampora) Unanimously approved.

Motion to authorize the Director to enter into an agreement with Kevin Seaman for a retainer of \$10,000 for Labor counsel and \$7,500 for general counsel. (Timpanaro;Acampora) Unanimously passed.

On behalf of the Library Board, J. Grossman made a statement to the Director regarding his progress and actions over the past few weeks. Moving forward, suggestions were given for his advancement.

XI. Adjournment

On a Motion the meeting adjourned at 10:29 AM. (Stapleton; DeWitt) Unanimously approved.

Respectfully submitted,

Margaret Cohee,
Secretary

Recorded by Valerie Schwarz