

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES**  
of the  
**PORT JEFFERSON FREE LIBRARY**  
held **October 18, 2010**  
100 Thompson Street  
Port Jefferson, NY 11777

**Present**

|                       |                        |
|-----------------------|------------------------|
| Mrs. Audrey Dombroski | President              |
| Mrs. Lisa Acampora    | Vice President         |
| Mr. John Cona         | Financial Officer      |
| Ms. Margaret Cohee    | Secretary              |
| Clifford Dittrich     | Trustee                |
| Dr. Wolf Schäfer      | Trustee                |
| Mr. Robert Goykin     | Director               |
| Mrs. Valerie Schwarz  | Secretary to the Board |
| Ms. Patricia Wojcik   | Business Manager       |

**I. Call to Order**

The meeting was called to order at 7:32 PM by Audrey Dombroski.

**II. A. Comments from the Public**

None

**B. Comments from the Board**

None

**III. Approval of Minutes**

Minutes of the meeting held August 16, 2010 were approved. (Schäfer, Dittrich; approved) Abstention 1-Acampora  
Minutes of the meeting held September 20, 2010 were approved. (Cohee, Acampora; approved)

**IV. Friends Reports**

Mr. Goykin reviewed Friends report submitted in Board packet. Mr. Goykin expressed his appreciation to the Friends Group for all that they have accomplished.

**V. Financial Reports**

- A. Business Manager's Report to Treasurer reviewed and discussed.
- B. Comparative Statements of Expenses & Revenue for the month ending September reviewed and discussed.
- C. Expenses at a Glance, for October Meeting reviewed and discussed.
- D. September 3 FAO Warrant (Dittrich, Acampora) approved  
September 7 FAO Warrant (Schäfer, Dittrich) approved  
September 3 Payroll Warrant (Schäfer, Cohee) approved  
September 7 Payroll Warrant (Schäfer, Dittrich) approved  
October 18 Warrant (Cohee, Dittrich) approved

**VI. Library Reports**

**A. Director's Report**

Along with the written Director's report Mr. Goykin stated:

- Library Journal Index has designated the Library as a 5 Star Library.
- Library will have music on the grounds during the Village's Harvest Festival on October 24.
- Mr. Goykin met with PJ Arts Council to discuss possibility of concerts on Friday evenings in Adult Reading Room.
- Lisa Perrin hired as new 1/4 time Aide.
- Positive movement towards bringing the Collective Bargaining negotiations to a close after meeting with LRS Desposito along with Dr. Schäfer and K. Seaman.
- Library to consider closing on the Sundays between Christmas and New Years.
- The Library will be taking down the over-grown Cedar tree. Friends will replace the tree when the library removes the overgrown tree.
- Both Mr. Goykin and NY State Assemblyman Steve Englebright in attendance at the last LIPA meeting at Village Hall. LIPA has issued an RFP to purchase power. The outcome will influence property taxes in the Village.
- Trustee workshop attended on October 14. Director found it to be a good workshop as an introduction to strategic planning for libraries. He feels the library should hire an outside facilitator for our planning.

## **B. Trustee Report**

- A. Dombroski stressed to the Board to seek out members of the community to run for the Library Board.

At this point a demonstration was given on the new Library Adult and Young Adult web sites. Adult web site was created by Valerie Schwarz who worked along with the Reference Librarians to create a more user friendly site. Nicole Greenhalgh worked along with the Young Adult department to create a site more user friendly towards teens and their collection.

## **VII. Unfinished Business**

### **A. 114 Thompson Street**

Review and discussed the 114 Thompson Street property. Mr. Goykin states that the only thing still attached to the house is the sewer. He is still in the process of filing for the necessary permits for taking down the house but now needs an engineer to do a topographic survey and environmental impact study to obtain a tree clearing and grading permit. Mr. Goykin will get three estimates on the engineer cost before choosing one.

### **B. Personnel**

Motion to approve the appointment of Lisa Perrin, 1/4 time Library Aide, Step 1 effective October 14, 2010. (Dittrich,Schäfer passed)

### **C. Holiday Closings**

Motion to close on Sunday, December 26, 2010. Motion failed. (Dombroski, Schäfer)  
(1 Opposed-Cona; 3 Abstentions-Acampora, Cohee, Dittrich)

## **VIII. New Business**

### **A. SCLS Budget**

Budget provided in packet.

## **IX. Correspondence and Communications**

A. Friends/Sandra Swenk

## **X. Comments from the Public**

Suzanne Palmieri wanted to know if the remaining open on Sunday, December 26 was a final decision? Board President responded they will consider it.

Motion to move the meeting into Executive Session at 8:58 PM  
(Schäfer,Dittrich)

Motion to move the meeting out of Executive Session at 10:01 (Dittirch;Cohee)

## **XII. Adjournment**

On a Motion the meeting adjourned at 10:12 PM. (Dittrich, Schäfer)

Respectfully submitted,

Margaret Cohee,  
Secretary

Recorded by:  
Valerie Schwarz