

Port Jefferson Free Library
Library Board of Trustees Special Meeting Minutes
January 4, 2019
5:00 PM

Attendance:

Trustees: John Grossman, Christian Neubert, Tracy Stapleton, Lisa Ballou, Carl Siegel; Tom Donlon, Director; Valerie Schwarz, Assistant Director

- I. Call to Order**, Introductory remarks
The meeting was called to order by J. Grossman at 5:03 PM.
- II. Comments from the Board**
None
- III.** MOTION to move the meeting into Executive Session to discuss personnel at 5:05 PM. (Ballou;Neubert) Unanimously approved.
- IV.** MOTION to move the meeting back into regular session at 5:31 PM (Stapleton;Ballou) Unanimously approved.
- V.** MOTION to approve the hire of Christina Blount as full time Business Manager at a rate of \$65,000 annually beginning immediately. (Ballou;Siegel) Unanimously approved.
- VI.** MOTION to approve the resignation of Christina Blount as full-time Purchasing Agent effective immediately. (Ballou;Siegel). Unanimously approved.
- VII.** MOTION to replace the position of a full-time Purchasing Agent, at a rate not to exceed \$60,000 annually, effective immediately. (Siegel;Ballou) Unanimously approved.
- VIII.** MOTION to hire Loretta Henry as a consultant at a rate of \$50.00 per hour effective immediately not to exceed past the date of June 30, 2019.(Siegel;Neubert) Unanimously approved.
- IX. Adjournment**
MOTION to adjourn the meeting at 5:37 PM. (Stapleton;Siegel) Unanimously approved.

Respectfully submitted,

Tracy Stapleton,
Board of Trustees

Recorded by Valerie Schwarz