

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES**  
**of the**  
**PORT JEFFERSON FREE LIBRARY**  
**held February 24, 2014**  
100 Thompson Street  
Port Jefferson, NY 11777

**Present**

Laura Hill-Timpanaro	President
John Grossman	Vice President
Tracy Stapleton	Secretary
Harriet Z. Martin	Financial Officer
Lisa M. Ballou	Trustee
Christian Neubert	Trustee
Susan Prechtel-Loper	Trustee
Robert Goykin	Director
Patricia Wojcik	Business Manager
Valerie Schwarz	Secretary to the Board

**I. Call to Order**

L. Timpanaro called the meeting to order at 7:00 PM.

**II. Approval of the Agenda**

Motion to accept the February 24 agenda as amended. (Martin;Stapleton) Unanimously approved.

**III. A. Comments from the Public**

R. DiGiovanni was introduced to the Board.

**III. B. Comments from the Board**

L. Timpanaro noted that Saturday's Trustee training was very positive and empowering.

At this time guest speaker Kevin Verbese, Director of SCLS was introduced. He gave a brief history of the Suffolk Cooperative Library System. He also gave an overview of what SCLS provides to the member libraries. He spoke briefly about the history of the contract districts. K. Verbese also suggested that we come up with some ideas to work with these communities in the future.

**IV. Approval of Minutes**

Motion to approve the Minutes for the January 27, 2014 Library Board Meeting. (Ballou;Prechtel-Loper)  
Motion unanimously approved.

**V. Financial Reports**

A. Business Manager's Report to Treasurer given by P. Wojcik.

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

C. Expenses at a glance for the February meeting were reviewed.

1. Motion to accept the January 3, 2014 (\$46,080.02) January 17, 2014 (\$55,985.17)& January 31, 2014 (\$17,466.05) FAO Warrants. (Grossman;Stapleton) Unanimously approved.
2. Motion to accept the January 3, 2014 (\$52,793.14) January 17, 2014 (\$68,257.43)& January 31, 2014 (\$49,992.95) Payroll Warrants.(Ballou;Grossman) Unanimously approved.
3. Motion to accept the February 21, 2014 (\$58,202.17) Warrant. (Martin;Prechtel-Loper) Unanimously approved.

## **VI. Library Reports**

### **A. Director's Report**

*Director reported the following items:*

- We need to reclassify Samantha Winter from part-time to full-time this evening.
- We will discuss the budget tonight and hopefully adopt it. I wish to commend P. Wojcik for her excellent work on the budget.
- The collective bargaining agreement is close to being completed. It will be discussed in Executive Session.
- I will be attending Library Legislation Days, February 26 & 27.
- The tentative date for Ivy Library's planning results will be March 23.
- I recently was a speaker at the P.J. Historical Society's Annual Dinner.
- We need to discuss the idea of having overnight bus trips.
- Trustees have asked to be informed about upcoming important programs. The Library will once again be hosting a Community Service Fair. There will be local community members there. This will be a good opportunity to attend and meet with some of our community members.

### **B. Personnel**

Motion to reclassify Samantha Winter, Librarian 1 from part-time to full-time at present salary and step. (\$29.43 Per hour) (Martin; S.Precthl-Loper) Unanimously approved.

## **VII. Unfinished Business**

### **A. Circulating Technology**

Committee currently working on the policy.

### **B. Motion to adopt the following resolution:**

WHEREAS, the adoption of the 2014 -2015 Fiscal Year budget for the Port Jefferson Free Library may require a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and while it is not this Board's intention to exceed the New York State Tax Cap, we are very concerned with the lack of timely guidance, cooperation, and information coming from the New York State agencies charged with enforcing this law.

We feel it is necessary to enact this override resolution in order to protect our community's investment in their public library. This will make our community immune from any errors, omissions, or other difficulties arising from the enforcement of this law.

WHEREAS, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it RESOLVED, that the Board of Trustees of the Port Jefferson Free Library voted and approved to exceed the tax levy limit for the 2014 -2015 Fiscal Year by at least the sixty percent of the board of trustees as required by state law on February 24, 2014. (Martin;Grossman) unanimously approved.

### **C. 2014-15 Library Operating Budget**

#### **Motion to adopt the following resolution:**

A RESOLUTION ADOPTING A BUDGET FOR THE FISCAL YEAR COMMENCING JULY 1, 2014 AND ENDING JUNE 30, 2015, MAKING APPROPRIATIONS FOR THE OPERATION OF THE PORT JEFFERSON FREE LIBRARY FOR SUCH A PERIOD. WHEREAS, This board has met at the time and place required to deliberate on the proposed operating budget for fiscal year 2014-2015 and heard all persons desiring to be heard thereon; now, therefore, be it RESOLVED, The sum of \$2,948,632.00 be approved for the general use and maintenance of the Port Jefferson Free Library during the fiscal year July 1, 2014-June 30, 2015, which said sum shall be raised by the taxation on the taxable property in Union Free School District #6, and that the Board of Education of said district be authorized and directed to collect said sum as provided by section 416 of the education law. (Neubert;Ballou) Unanimously approved.

### **VIII. New Business**

#### **A. State Report**

Motion to approve the Port Jefferson Free Library Annual Report for Public and Association Libraries-2013, pending SCLS approval. (Stapleton;Ballou) Unanimously approved.

### **IX. Correspondence and Communications**

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

None present.

At 9:25 PM, there was a motion to move the meeting into executive session to discuss the Collective Bargaining Agreement (Grossman;Stapleton) Unanimously approved.

There was a motion to move the meeting out of Executive Session at 9:50 PM. (Grossman;Precthl-Loper) Unanimously approved.

#### **XI. Adjournment**

The meeting adjourned at 9:52 PM. (Martin;Ballou) Unanimously approved.

Respectfully submitted,

Tracy Stapleton,  
Secretary

**Recorded by Valerie Schwarz**