

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

**Present**

Laura Hill Timpanaro	President (absent with excuse)
John Grossman	Vice President
Tracy Stapleton	Secretary (absent with excuse)
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**

J. Grossman called the meeting to order at 7:01 PM.

**II. Approval of the Agenda**

Motion to accept the March 24 agenda. (H. Martin;S. Prechtel-Loper) Unanimously approved.

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

None.

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

In the interest of saving time, J. Grossman asked that the Director's report summation be skipped. Trustees may ask any questions they may have regarding his report.

**IV. Approval of Minutes**

Motion to approve the Minutes for the February 24, 2014 Library Board Meeting. (Ballou;Martin)

Staff member Linda Gavin gave a brief report on her employment at the library and her current responsibilities.

**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 March meeting were reviewed.
  - 1. Motion to accept the February 14, 2014 (\$11,567.65) & February 28, 2014 (\$45,815.12)FAO Warrants; the February 14, 2014 (\$50,546.58.65) & February 28, 2014 (\$50,580.69) Payroll Warrants and the March 24, 2014 (\$67,378.55) Warrant. (H. Martin;S. Prechtel-Loper) Unanimously approved.

**VI. Library Reports**

**A. Director's Report**

The Director spoke briefly about Library Legislation Day in Albany.

**VII. Unfinished Business**

**A. Circulating Technology Policy**

The policy was briefly reviewed and discussed. L. Ballou discussed the structure of the policy. C. Neubert felt it was a great opportunity to test this policy with little risk while the reward was great. Motion to adopt the *Policy on Circulating Portable Electronic Devices*. (unanimously passed)(H. Martin;S. Prechtel-Loper)

**B. Library Planning**

Meeting will be held Sunday, April 6 from 10 am to 3 pm.

**VIII. New Business**

**A. Contract Districts**

There was a brief discussion on contract districts. They will be represented at the April 6 Planning Meeting.

## **IX. Correspondence and Communications**

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

None present.

At 8:17 PM, there was a motion to move the meeting into executive session to discuss the Collective Bargaining Agreement (C. Neubert; S. Prechtl-Loper ) Unanimously approved.

At 8:51 PM there was a motion to move the meeting out of Executive Session. (H. Martin; L. Ballou) Unanimously approved.

Motion to authorize the President of the PJ Library Board of Trustees to execute the amended agreement by and between the BOARD OF TRUSTEES of the PORT JEFFERSON FREE LIBRARY, and ROBERT GOYKIN, Library Director. Unanimously approved. (C. Neubert; S. Prechtl-Loper)

### **XI. Adjournment**

The meeting adjourned at 8:53 PM. (C. Neubert; S. Prechtl-Loper) Unanimously approved.

Respectfully submitted,