

**Port Jefferson Free Library
Library Special Meeting Board of Trustee Minutes
Thursday, May 28, 2020 6:00 PM**

Present:

John Grossman, President
Christian Neubert, Vice President
Joseph Orofino, Secretary
Nicole Connelly, Trustee
Karyn Jensen, Trustee

Joel Rosenthal, Trustee
Carl Siegel, Trustee
Thomas Donlon, Library Director
Valerie Schwarz, Assistant Director
Christina Blount, Business Manager

I. Call to Order, Introductory remarks

J. Grossman called the meeting to order at 6:00 PM.

II. Comments from the Board

President, J. Grossman welcomed members and was pleased member could attend the meeting on such short notice. The recommendations from the Covid re-opening committee were discussed.

III. New Business

A. Sneeze Guards

Reviewed and discussed the Library's proposals for installing sneeze guard/plexiglass barriers on the public service and reference desks.

MOTION to authorize the Director to spend \$7,400 with Hildreth's auto and home glass for custom sneeze guards as per Quote #21468 dated 5/20/2020.

(Siegel;Jensen) Unanimously approved.

B. Flooring

Reviewed and discussed the Library's proposals on installing laminate flooring where carpeting is currently installed within the Library.

MOTION to authorize the Director to spend \$97,715.12 with Milburn flooring for replacing library carpeting with laminate flooring as per proposal # P2021020-2, dated 5/26/2020.

(Neubert;Orofino) Unanimously approved.

Board member, N. Connelly recommended to weed the collection before it is shifted for flooring installation. Also, recommended purchasing Bluetooth Chromebooks to lend during the shut-down of the Library.

Board President J. Grossman once again thanked the Board and the Covid re-opening committee for their ideas, support and continued commitment to the Library during these times.

IV. Adjournment

MOTION to adjourn the meeting at 6:19 PM. (Neubert;Orofino) Unanimously approved.

Respectfully submitted,

Carl Siegel,
Secretary, Board of Trustees